

Level 3 SEND Coordinator Award



Course overview

The Level 3 Award in the Principles of a Special Educational Needs and Disabilities (SEND) Coordinator is a qualification designed to support inclusive, high-quality practice in early years settings.

This course helps you build the knowledge, confidence and practical understanding needed to identify and support children with SEND, put early intervention into practice, and carry out a SENCO role effectively. You'll develop a clear understanding of current legislation, guidance and best practice, to be able to work confidently with children, families and colleagues.

Suitable for both new and experienced practitioners, this course can support progression into the SENCO role or be used as meaningful continuing professional development (CPD) for those already working in a setting.

Who is this course for?

- ▶ Early years practitioners working with children who have, or may have, Special Educational Needs and Disabilities (SEND)
- ▶ Practitioners who are new to, or aspiring to become, a SEN Coordinator (SENCO)
- ▶ Experienced or specialist staff using the qualification as continuing professional development (CPD)
- ▶ Individuals seeking employment who have the opportunity to demonstrate competence in a relevant workplace setting

What are the entry requirements?

There are no formal entry requirements. However, you must be working in an early years setting where evidence can be gathered for your assessment.



What will I learn?

Throughout this course, you will develop a thorough understanding of SEND and inclusive practice, including:

- ▶ What Special Educational Needs and Disabilities (SEND) are and how they are identified
- ▶ The importance and benefits of early intervention
- ▶ The four broad areas of need and how they present in early years settings
- ▶ How to use the Graduated Approach (Assess, Plan, Do, Review) to support children effectively
- ▶ The role, responsibilities and impact of the SEN Coordinator (SENCO)
- ▶ Key legislation and statutory guidance, including the SEND Code of Practice and the EYFS Statutory Framework
- ▶ How to work in partnership with parents and carers
- ▶ Understanding the available support services local to you
- ▶ Supporting children with SEND through transitions
- ▶ Reflecting on your own practice and identifying next steps in professional development



How long will it take me to complete?

The course will take between 3 and 6 months, depending on your individual preference and approach.

You have the opportunity to attend 3 live teaching sessions throughout the duration of your course using Parenta's 'flipped learning' approach, and you will meet your online course tutor, who will assess you.

What is 'flipped learning'?

Here is a short video explaining what flipped learning is and how it benefits you.

[Parenta flipped learning - YouTube](#)

Units covered

To achieve this qualification, you must complete the following mandatory unit:

- ▶ Principles of a Special Educational Needs and Disabilities Coordinator

Split into these learning outcomes

- ▶ Understand Special Educational Needs and Disabilities (SEND)
- ▶ Understand the process of early intervention
- ▶ Understand what Special Educational Needs (SEN) are
- ▶ Understand the legislation which impacts on SEND
- ▶ Understand the role and responsibilities of the SEN Coordinator
- ▶ Understand the principles, statutory guidance and legislation underpinning the 'Special educational needs and disability code of practice'
- ▶ Assess own skills and competencies, identify any gaps and next steps in professional development

- ▶ Understand the local offer, including the provision that the Local Authority expects to be available from providers of all relevant early years education
- ▶ Understand the support available for SEND

This unit explores SEND in depth, including legislation, early intervention, the Graduated Approach, partnership working, the SENCO role, and supporting children and families to achieve positive outcomes.

Assessment

Assessment is through a portfolio of evidence, allowing you to demonstrate your knowledge and understanding in a practical and meaningful way.

Evidence may include written tasks, reflective accounts, workplace observations, professional discussions and existing practice-based evidence.

All assessments are carried out by trained assessors and are internally and externally quality assured to meet awarding organisation requirements.

Progression

On successful completion, you may progress to further qualifications, including: progression into SENCO role, or inclusion lead within early years settings.





Why choose this course?

This qualification supports learners and settings to:

- ▶ Develop confidence in identifying and supporting children with SEND
- ▶ Embed inclusive practice and early intervention
- ▶ Understand and meet statutory and legislative responsibilities
- ▶ Improve outcomes for children with additional needs
- ▶ Strengthen partnership working with families and professionals

Support from Parenta Training

When you study with Parenta Training, you will receive:

- ▶ A dedicated tutor to guide and support you throughout the course
- ▶ Clear, structured learning aligned to workplace practice
- ▶ Flexible learning designed to fit around work and personal commitments
- ▶ Regular feedback to support progress and confidence
- ▶ A recognised Award that supports career development within the early years sector

Key benefits for early years settings

This course helps early years settings to:

- ▶ Strengthen SEND provision and inclusive practice
- ▶ Meet EYFS and SEND Code of Practice requirements
- ▶ Build staff confidence and capability around SEND
- ▶ Improve partnership working with parents and external agencies
- ▶ Support positive outcomes and smooth transitions for children with SEND



Parenta Solutions



SOFTWARE

NURSERY MANAGEMENT - ABACUS

- Save hours by reducing planning time by 50%
- Speedy invoicing to all parents and carers in minutes
- Instant view of all financial reports
- Manage payments and track debt

EYFS LEARNING JOURNEY TRACKER - FOOTSTEPS 2

- Record meaningful and detailed EYFS observations
- Improve essential safeguarding and save hours of time
- Reduce your workload and spend more time with the children
- Identify at a glance each child's development pathway

ONLINE DAILY DIARY - DAYSHARE

- Share every magical moment of each child's day with their parents and carers with our online diary software

PARENT PORTAL APP

- Bringing parents and carers closer to their child's day by providing a timeline of their progress
- Download Parent Portal App on Android or iOS



ONLINE CPD COURSES

No deadlines, no time restrictions, no classroom! Support your staff or further your professional development with our online CPD accredited courses



TRAINING

Increase employee motivation and keep staff for longer within your setting by offering training - the ideal tool for you to develop your team.

Parenta courses include:

- Level 2 Early Years Practitioner
- Level 3 Early Years Educator
- Level 5 Early Years Lead Practitioner

PLUS ... Parenta offers a free recruitment service - no fees!



MARKETING SOLUTIONS

WEBSITE DESIGN

- Our childcare websites generate genuine interest and leads from parents and carers
- We specialise in designing and building childcare websites so you can rest assured that our team know what Ofsted and parents/carers are looking for

BRANDING & DESIGN

- Showcase your setting with branded products. From newsletters to logos and prospectuses to business cards, we take care of all your branding needs

SOCIAL MEDIA

- We assist you with setting up and using your social media accounts in no time to help you increase your setting's visibility

Working together for our children



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