

Emotional Literacy Support Assistant (ELSA) Training Contract

Commitment from EP service

Educational Psychologists will deliver eight sessions of training. Delegates will be expected to make themselves available for the **full** duration of the sessions. The format of the sessions will be:

9.30-11.00 – taught session

11.15-12.15 – small group session 1

12.30-1.30 – small group session 2

Each ELSA will only attend one small group session, we will confirm the timing of the session for each ELSA via a TEAMs meeting invitation prior to the start of the course.

Line managers will be invited to the small group session of day 1.

The content of the sessions will be:

Session 1	<ul style="list-style-type: none"> Taught session - Raising emotional awareness and emotional literacy in school Small group session - Getting started and good practice guidelines
Session 2	Security and relationships
Session 3	Active listening with resources
Session 4	Emotional competence
Session 5	Loss and bereavement
Session 6	Developing a sense of belonging and using stories in ELSA work (therapeutic and stories)
Session 7	Social and friendships skills and Lego therapy
Session 8	Developing a sense of self including self-efficacy, self-esteem, motivation and growth mindset Continuing the ELSA journey

ELSAs will be expected to attend **all** modules in order to be eligible for certification.

After completion of this training, group supervision will be provided half-termly, by an EP. Supervision

sessions will last approximately two hours. ELSAs from secondary schools and colleges will be grouped

together, wherever possible, for supervision to ensure an appropriate professional peer group.

Groups will not normally exceed eight ELSAs. **NB: ELSAs need to be mobile as they may be required to travel to a group outside their immediate area.** We will aim to keep travel

reasonable but will need to fill up capacity in existing supervision groups before creating new ones.

To keep costs to a minimum, participating schools will be asked

to host supervision sessions.

Commitment from school

The school will nominate their LSA(s) (identified as having the necessary prerequisite skills to train as an ELSA, see attached) who will then be released for all training sessions and for on-going half-termly supervision sessions. A member of the teaching staff should be nominated to line-manage the ELSA(s) to support them with the referral process, setting targets and reviewing the intervention. **The line-manager or headteacher will be required to join their ELSA(s) during the morning session on Day 1. This requirement is important to help them understand the parameters of the ELSA role and the line-manager's role in supporting ELSAs.**

The school will also need to release each ELSA for at least the equivalent of one day per week to plan and deliver programmes of support to individual pupils nominated by the school. For very small schools (e.g. 100 pupils or fewer) half a day may be sufficient. The school will need to ensure that their ELSA(s) has access to an appropriate working area to deliver the programme.

If this is your first ELSA, the school will need to allocate around £500 for the purchase of appropriate emotional literacy resources during the first year. A further budget allocation should be made each subsequent year to enable ELSAs to develop an appropriate bank of resources in response to needs.

To keep project costs to a minimum, participating schools will be asked to host supervision sessions. ELSAs trained on this year's course will be eligible to join supervision sessions from Autumn term 2022. An ongoing annual charge each year will be made to cover the EP staffing costs for supervision groups. Currently this is £298 per ELSA per year but could be subject to review in 2023. Schools must let us know if their ELSA leaves his/her post. No refunds will be made for supervision if ELSAs leave during the year.