

# Professional Nanny Training Course



## Course overview

**This course provides excellent theoretical knowledge and practical advice in childcare as well as valuable information about employment as a nanny. It will improve your professionalism and skills and will add to your CV and professional portfolio thus will increase your employability as a nanny. Please, note that this course is not credited as cca 40% of the content is written in Hungarian for better understanding.**

### How to study

The training is an **online, home study course** and so it can be studied any time from your own home at your own pace and you can enrol at any time. It covers everything that you as a nanny need to know including your role, rights and responsibilities, personal conduct, maintaining confidentiality, health and safety issues as well as the Ofsted requirements (Common Core of Skills and Knowledge).

You will be sent a specific web link to get access to the online course content as well as be emailed a supplementary study pack, along with the course test paper. You are given **4 weeks to complete the course** from the start of it, and are expected to send the completed test paper back to us by email before your deadline. We provide **ongoing online support** should you have any questions regarding your study.

### Who is this course for

The course is mainly designed for candidates who want to secure a job as a nanny or mother's help but lack any child care related qualification or training as well as for all unqualified home-based child-carers. However it is very useful and helpful for those ones too who wish to work as a babysitter, au-pair or nursery assistant.

### Pre-requisites

Parts of the course material are written in English so you will have to have a **good command of English** to successfully go through the training. You will need to have a **laptop / personal computer** and **internet access** to complete the course. You are expected to **study independently** and **carry out some small scale online researches** so you will also need to know how to **use internet browsers** and **navigate websites**.

### Course content

1. Child Care Professionals / All about a nanny
2. Basic Common Core Skills Knowledge and Early Years Curriculum and Learning (EYFS):
  - a. Child and young person development / The importance of play
  - b. Communicating with children, young people, their parents and carer
  - c. Safeguarding and promoting the welfare of the child
  - d. Supporting transitions
  - e. Information Sharing and Multi-agency working
3. Healthy eating and cooking for children / Basic food hygiene

4. Health and Hygiene
5. Working with families with different cultural backgrounds (in Hungarian)
6. Knowing your rights and responsibilities (in Hungarian)
7. Employment Law and Rights, Pay and Contracts, Insurance (in Hungarian)
8. Job Hunting and Job Offers (in Hungarian)
  - a. Writing your CV and cover letter
  - b. The importance of references
  - c. The perfect professional portfolio
  - d. Using internet job sites and child care portals
  - e. How to market yourself
  - f. How to apply, interview well and get the job
  - g. Working with agencies
9. Furthering your career (in Hungarian):
  - a. Ofsted registration
  - b. Continuing Professional Development (CPD)
  - c. Becoming a childminder

#### **Supplementary Study Pack**

The pack is sent to you by e-mail with instructions how to use them when starting the course.

1. Common Core Skills and Knowledge - Children's Workforce Development Office
2. Early Years Foundation Stage / Practice Guidance
3. EYFS / All about transition
4. Safeguarding Children / A guide for nannies and childminders - National Childminding Association
5. The Importance of Play / Montana State University
6. Bevezetés a fejlődéslélektanba (Hungarian)

#### **Nanny Tool Kit**

The kit is sent to your when successfully having completed the course and the test questions.

1. Contract Template
2. Daily Child Care Log Template
3. Daily Activity Template
4. List 1: Nanny Agencies
5. List 2: Childcare Portals and Insurance Companies
6. Ofsted Guide to Registration
- + English – Hungarian / Hungarian – English Child Care Vocational Mini Vocabulary
- + Pensions / Nanny Tax

#### **Course Outcome:**

After successfully completing the course you will be equipped with solid theoretical knowledge and practical skills to start your career as a nanny or mother's help. You will be able to work with confidence in a home-based setting and deliver professional child care.

**Cost: £90** (including VAT)

**To book your place:**

Please print, complete and sign the booking form with full course fee payable and return it either by e-mail to londonlifedesign@gmail.com (you will need to scan your booking form to do this) or post it to the following address: 10 Idmiston Road, SE27 9HG, London, Marianna Beck / London Life Design.

**Course fee is payable directly to: Miss M. Beck, Barclays, Account Number: 53690245, Sort Code: 204734, Please, reference your name and course title!**

**Or via Pay Pal – find the invoice to pay in your e-mail!**

**After payment:**

Once your payment has been received, confirmation details and receipt will be sent to you via e-mail. You will also receive an introductory letter containing all the information you need to know while studying with us and your special link to our online course material, plus the **Supplementary Study Pack** and the Test Paper. Your study period of 3 weeks starts when you get all the above mentioned materials.

When having finished with the course material, you will need to answer the test questions and then e-mail the paper back to us. Once we received your test paper, allow us 3 working days to mark it. If you successfully pass the test you will receive via e-mail your **personalized Certificate of Attendance** with other useful materials (**Nanny Tool Kit**) to help you to successfully secure a job. A letter from the Director can also be provided where required.

If a hard copy certificate is required via post we can arrange this for £10.

**Test:**

The test questions will be **based on the content of the first 6 units** (see Course Content). Your test will be assessed and marked (Fail, Pass, Merit, Distinction). To pass the exam your test result has to achieve at least 50%. If you fail you have the opportunity to do the test once more again without any additional cost. Any further failure will cost £20.

**Special Offer: Personalized CV and Career Consultancy**

London Life Design offers you this additional service to make sure you will get the most out of this training to secure a job in child care. During the 2-hour long one-to-one session we will **perfect your CV, cover letter and references** to have an outstanding portfolio. You will be „**mini-interviewed**” with the most typical **questions** to prepare you for the real interviews. You will also be advised on **how to behave, how to dress up** to make a successful first impression to your prospective employers.

The service is available both via skype and in person for a **discounted price of £15** when booking it right away together with your introductory course or for £20 during your 3 weeks of study time, instead of the normal price of £35.

If you wish to buy this service too, please indicate it on your Booking Form and pay accordingly.

Should you have any further question, please feel free to contact us!

With regards,

Marianna Beck

Director

London Life Design Nanny Academy

London Life Design / Nanny Academy

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