MY Education Training and professional development modules

MY Education training and professional development modules can be used as stand alone sessions, or combinations of modules can be run together for a full day program. CMY trainers can come to your organisation, or you can attend scheduled sessions at CMY's Carlton office.

Professional development for OSHLSP coordinators

This is an in-depth series of modules that covers all a coordinator needs to know to set up a new OSHLSP, run an existing one or evaluate a program's impact. The learning units can be requested as stand alone training events, or as a full day of training that covers multiple modules.

Module	Topics
NEW *Fun and Games* *SUITABLE FOR COORDINATORS AND TUTORS!*	Out-of-school-hours learning support programs are not just about homework! They can provide a great opportunity for EAL students to learn in creative ways. 'Learning through doing' is especially valuable for students learning English. Fun, active games can incorporate language skills and give students a chance to experience success and enjoyment. This workshop provides practical ideas and resources for coordinators and volunteers. 3.5 hours
Running your OSHLSP *Suitable for new coordinators*	Establishing your OSHLSP and running it week to week is a big job. In this training you will hear tips and principles for streamlining preparation and handling student behaviour and wellbeing. 2 hours.
Exploring Partnerships	In this module you will explore how partnerships can be leveraged to increase program quality. You will also consider barriers and challenges to partnership in your own context. 2 hours.
Promoting your program	Being able to promote your program to a wide range of audiences enables you to increase student partnership, link with schools, recruit volunteers and engage partners. You will be exposed to various techniques to do this as well as practice media releases, interviews and promotional planning. 2 hours.
Volunteer recruitment and retention	This is one of the most challenging aspects of running an OSHLSP. In this module you will have time to learn from peers regarding recruitment and explore techniques to increase retention of your volunteers. 2 hours.
Creating a Child Safe OSHLSP	In response to the Royal Commission into Institutional Responses to Child Sexual Abuse Victoria has introduced compulsory minimum standards of child safety for organisations that supply services for children. This module explores how OSHLSP can be aware of the risks and how to reduce them. Participants will learn about child safety, the standards and how to apply them to their

	program. 4 hours.
Evaluating your OSHLSP	Evaluating your program helps keep it relevant and improve quality. This module will explore the evaluation process, methods used to establish a baseline and the use of student friendly techniques for gathering data. 2 hours.
Listening to young people **NEW**	It's important to facilitate opportunities for children and young people to participate in the planning, review and evaluation of services. This module will provide lots of practical tips to help you establish participatory practice in your OSHLSP. 2 hours
Engaging families in your OSHLSP **NEW**	Family engagement is a key component of students' educational success. Many OSHLSP would like to communicate more effectively with families of students from refugee and migrant backgrounds. This workshop supports participants to share ideas and explore strategies to engage and consult families. 2 hours
Supporting positive behaviour in your OSHLSP **NEW**	This module looks at ways coordinators can support positive behaviour and manage behaviour issues. You will gain an understanding of reasons for different behaviours, explore strategies and skills to re-engage students in their learning and practice different approaches to encourage positive behaviour. 2 hours

Tutors

These modules give a breadth of practical skills for volunteer tutors to refresh their approach or provide new information. Modules are designed for volunteer tutors with no previous tutoring or teaching background, but both new and experienced tutors are welcome. Peer-tutor versions are also available.

Module	Topics
NEW Fun and games *SUITABLE FOR COORDINATORS AND TUTORS*	Out-of-school-hours learning support programs are not just about homework! They can provide a great opportunity for EAL students to learn in creative ways. 'Learning through doing' is especially valuable for students learning English. Fun, active games can incorporate language skills and give students a chance to experience success and enjoyment. This workshop provides practical ideas and resources for volunteers and coordinators. 3.5 hours
Refugee Journeys into Victorian schools *ONLINE* http://www.cmy.net.au/refugee-journeys	Young refugees and asylum seekers bring a wealth of skills to their school environments but face specific challenges. This online module explores pre-arrival experiences within the context of strategies that support positive engagement with their education. 45 minutes.
Culturally responsive tutoring	Tutors are given the opportunity to explore their own cultural perspectives and consider how these perspectives impact their tutoring. Culturally responsive skills are explored and applied to tutor situations. 2 hours.

Creating a safe and supportive learning environment	This module explores techniques tutors can use to create a positive learning environment. It also looks at child safety requirements of the tutor role, as well as ways to build rapport and maintain appropriate boundaries. 2 hours.
Tutor strategies for supporting literacy with EAL students	The four basic skills of speaking, listening, reading and writing are the foundation of literacy. This introductory session for volunteer tutors looks at practical and fun activities to support EAL students to practice these. 2 hours.
Supporting positive behaviour	This module will increase your understanding of reasons for different behaviours. You will explore strategies and skills to re-engage students in their learning and practice different approaches to encourage positive behaviour. 2 hours.
Tutor strategies for supporting mathematics with EAL students	For EAL students, learning maths may be complicated by cultural differences in how it is taught and by the English components within maths problems. However, maths is not as language dependent as other areas of the curriculum, so there is potential for it to be a positive experience for EAL students. This introductory module for tutors explores strategies that support the learning of mathematics for EAL students. 2 hours.

School Staff

This series is designed to support school staff to ensure students and their families are better connected to their education and to the school community.

Module	*Topics*
Supporting culturally diverse families in your school	This session explores cultural competence and examines how it can be applied to a school environment. 2 hours.
Exploring Partnerships	Partnerships can be used to better achieve objectives for addressing issues students and families may be facing. This module will assist in partnering with community groups. 2 hours.
Anti-bias education – constructive discussions in the classroom *NEW*	This module is designed to explore ways to discuss racism and discrimination in a constructive manner. It aims to support teachers to respond to issues raised by students and to reflect on ways to engage in sensitive topics in a way that promotes learning. 2 hours.