**Table 3.5**

Example of an annual training plan

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| **Priority One**Whole team: improve the assessment of children’s communication | **Link to the development plan**Better early identification and help for children at risk of delay in their communication | **Training and development**Whole team: 3 sessions based on the ‘Every Child a Talker’ (ECAT) programme.Individualised support: Fatima to support Susan in assessing the communication of two of her key children and to check the assessments of the other six for accuracy. |
| **Priority Two**Individual: develop skills and confidence for short key group times at the end of sessions |  | **Training and development**Individual support and mentoring with Fatima. Observe Fatima’s key groups; practise songs and reading, engaging picture books on your own; gradually take over leading the group time with regular observation and feedback from Fatima. |