This course includes lunch and light refreshments.

Who is it for?
This course is for staff based in pre-school, school and college settings who support students using Augmentative and Alternative Communication (AAC). These students will typically have severe and complex communication difficulties, which may be associated with physical, neurological or cognitive difficulties.

What is it about?
The course aims to consider the needs of students who are using AAC systems and Assistive Technology (AT) in order to interact socially and to communicate their knowledge within the curriculum.

The course will explore how practitioners can:
- Consider what we mean by ‘communication’.
- Combine teaching and learning to create opportunities for language learning and spontaneous communication.
- Plan communication activities which are engaging, motivating and promote learning.
- Embed the functional use of AAC and AT across the curriculum and the wider school day.

AAC: Includes all forms of communication (other than oral speech) that are used to express thoughts, needs, wants and ideas. It includes non-verbal communication, gesture, use of symbols, pictures or writing. These may be presented on paper, in books or on electronic devices.

AT: Technology used by individuals with disabilities, that may be modified or customised to increase, maintain or improve functional capabilities.

Course Overview:
Attendees will gain confidence and feel empowered to support the needs of the children and young people using AAC and AT through:
- Recognising opportunities for communication throughout the day.
- Enabling the children and young people to become independent social communicators and engage in curriculum activities alongside their peers.

Costs:
- £40 for KCC and Medway school staff.
- £100 to out of county staff and independent schools.

How to Book:
Please complete the booking form on the back of this flyer and send it in to us using the details above.

The images used in this flyer are sourced from available images in Google for the purpose of demonstrating the specific technologies included in this course. For details of the product please visit the supplier’s websites. Our training charges are related to covering costs only and do not generate profit.
# Kent and Medway Communication and Assistive Technology Service (KM CAT)

## Training Booking Form

<table>
<thead>
<tr>
<th>Course Title:</th>
<th>Course Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
<td>Job Title:</td>
</tr>
<tr>
<td>Your Organisation:</td>
<td>NHS ☐ KCC ☐ Academy ☐ Private ☐ Other:</td>
</tr>
<tr>
<td>Full Address:</td>
<td></td>
</tr>
<tr>
<td>Telephone Number:</td>
<td>Email Address:</td>
</tr>
<tr>
<td>Name of child on KM CAT case load you are supporting:</td>
<td></td>
</tr>
</tbody>
</table>

Please specify if you have any special requirements (assistance or dietary for example)

| (If applicable) Full Invoice Address: |
| Purchase Order Number: |
| Signature: | Date: |

### Course Booking Terms and Conditions

Please allow one completed booking form for each delegate, for each course they are requesting to attend.

If your place on the course is chargeable we will require a purchase order number in advance and the invoicing address. By submitting your form, you are agreeing that your employer is aware of your application and they have consented to cover any costs.

**Cancellation Fees:**

- 1 week or less = 25% of course fees + £12 Admin Costs.
- 48 hours or less = 50% of course fees + £12 Admin Costs.
- Non-attendance on course day = 100% of course fees + £12 Admin Costs.

For more information regarding services provided by the KM CAT Services, please contact us using the information below. Or you can find us on the KELSI website:

[www.KELSI.org.uk/kentcat](http://www.KELSI.org.uk/kentcat)

The Kent and Medway CAT Service  
The Old Railway School  
Wainwright Place  
Ashford  
Kent  
TN24 0PF  
Phone: 01233 629859

Email: kentcatadmin@kent.gov.uk or kcht.cat-admin@nhs.net