

LÁMH CONTRACT TRAINING

INFORMATION FOR HOST GROUPS & HOST AGREEMENT

The Lámh Contract Training System was established to provide increased opportunities for access to Lámh Courses on a nationwide basis. It is designed for organisations and groups who have identified a need for Lámh training but who do not have a qualified Lámh Tutor in their service or area.

Lámh training is designed to meet the needs of the communication partners of persons who use Lámh. There are different types of courses available for families and staff members/those working with children and adults who use Lámh to communicate.

HOW DOES THE LAMH CONTRACT TRAINING SYSTEM WORK?

The Host organisation/group:

- Links with the Lámh Office.
- Organises participants. Makes all necessary venue/access arrangements.
- Enters a Host Agreement with Lámh for the agreed Contract Training.
- Pays the Contract Tutor for delivery of training and to Lámh for course materials.

The Contract Tutor:

- Agrees training dates, times and all other practicalities with the Host.
- Deliver training as set out in the Hosting Agreement.
- Invoice the Host directly regarding Tutor fees.

The Lámh Office:

- Helps the Host organisation to identify suitable training.
- Identifies a Lámh Tutor to deliver the course, and links the Tutor with the Host.
- Invoices the Host for training materials.
- Registers course participants.
- Posts Lámh training materials.

LÁMH COURSES AVAILABLE THROUGH THE CONTRACT TRAINING SYSTEM:

Lámh has developed and copyrighted a range of standardized training courses designed to meet the needs of families and staff.

Course materials including sign handbooks, certificates and membership of Lámh Signs Online www.lamhsigns.org are provided.

Module One Lámh Course:

This course is for staff members and professionals who have started to work in an environment where Lámh is used and covers 100 Lámh signs and how to support a Lámh user
<https://www.lamh.org/training/module-one-l%C3%A1mh-course>

Option 1: ONLINE:

3 hours self learning for participants (on Moodle platform)	3.5 hours live online with Lámh Tutor (can be broken up into 2 sessions)
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Lámh Tutor Fee:

€520.00 per group of 12 participants (delivered over 1 or 2 sessions to 6 per group)

OR

€260.00 per group of 6 participants (delivered over 1 or 2 sessions to 6 per group)

Course Materials: €32.00 per participant (signbook, certificate and membership of Lamh Signs Online) + 6% /8% p&p

Option 2: FACE TO FACE:

6-6.5 hours face to face	
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Lámh Tutor Fee: €540.00 per group of 12 participants

Course Materials: €32.00 per participant (signbook, certificate and membership of Lamh Signs Online) + 6% /8% p&p

Please note there is a cap on course fees if the host is charging individual participants for this course. Please contact the Lámh Office info@lamh.org for details.

Module One Add-on Workshop for Communication Partners of Children/Adults using

Lámh: A practical follow on workshop for those who have completed Module One training. Encouraging Lámh use and additional signs.

Tutor fee: €260.00 for group of 6 participants.

Course Materials: @ €26.00 per person (book, cert + membership of Lámh Signs Online) +6% or 8% p&p (depending on quantity).

Duration : 3.5 hours

Little Lámh Workshop: A new introductory workshop for families of babies who may go on to use Lámh signs, or for families who require a small number of signs.

Costs: Tutor fee: €180.00

Course Materials: @ €8.00 per family + 6% or 8% p&p (depending on the quantity).

Duration: 2.5 hours.

Family Lámh Course: A training course over 5 sessions for family members. **Focus:**

Information and skills necessary to support sign use. 152 signs taught. **Costs:** Tutor fee:

€1,100.00. plus Course Materials @ €29.00 per family including membership of Lámh Signs Online +6% or 8% p&p (depending on the quantity).

Duration:(5) 2.5 hour sessions

Information Session for Groups: This is an information session giving an overview of Lámh, why it can be of benefit, providing pointers to the resources and training available. There is no limit to the size of this group. **Tutor fee:** €80

Duration : 1 hour

Who delivers Lámh Courses? Lámh Tutors are from a variety of professional backgrounds including: Speech and Language therapy, Teaching, Nursing, Social Care, Early Childhood Education, Psychology. All Lámh Tutors have experience working with children, adults and families.

In this Lámh Tutor role they undertake to provide training to the highest standards of professional and ethical competence and integrity, and to rigorously adhere at all times to policies and procedures in relation to Lámh and Lámh training. Lámh Tutors are not employed by Lámh.

Lámh Contract Course Participants have said:

'Liked becoming more confident in my daily use (of signs)'

'The course instructors were fantastic – full of life and enthusiastic about it all. As well as learning about Lámh and Lámh signs, I found the experience very enjoyable'

Host Organisations said: *'training met the needs of our group'; 'very satisfied that training was delivered as outlined in the agreement with Lámh'; 'would use the system again', and 'would recommend it to other groups'.*

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CONTRACT TRAINING AGREEMENT BETWEEN HOST GROUPS AND LÁMH

To be signed and returned to lamhorders@gmail.com before materials are ordered and participants are registered.

Host group name and address:	
Host group name and contact details inc. email and mobile:	
Course Title:	
Course Venue Name and Address (if face-to-face):	
Course Dates and Times:	
Invoice Name and Address:	
Lámh Contract Tutor name/s:	

	Please confirm your preferred method of course delivery by typing Yes below
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<i>We are booking an online course</i>	
<i>We are booking a face-to-face course</i>	

I/we agree to the contracting of a Lámh Course as outlined above and confirm that all arrangements are in place as set out in the document above. I/we confirm agreement with relevant Lamh policies contained in that document.

Signed on behalf of Host Group:

Date:

We agree to arrange Lámh Contract Training as outlined above and provide all necessary course materials.

Signed on behalf of Lámh:

Date:

In line with Covid-19 restrictions as outlined by the Department of Health, as the Host organisation, you are required to follow HSE guidance and the relevant Government documents on return to work procedures for any training requested and should have the appropriate insurance in place.

Lámh provides programme design, content, materials and certification, but Lámh does not provide insurance cover for delivering training. Therefore, all necessary precautions and actions are the full responsibility of the Host Organisation. This includes being knowledgeable of the social distancing requirements, ensuring that the number of participants and the length of time spent at the venue are in line with the required HSE guidance.