

**Dyslexia Action  
Social, Emotional and Mental Health Care (SEMH)  
Level 5 CPD Syllabus**

**July 2024 v2**

THE CPD STANDARDS OFFICE  
CPD PROVIDER: 50005  
2024-2025  
[www.cpdstandards.com](http://www.cpdstandards.com)



**Dyslexia Action Training and Professional Development,  
Centurion House, London Road, Staines-upon-Thames TW18 4AX  
[dyslexiaaction.org.uk](http://dyslexiaaction.org.uk)  
Tel. +44(0) 1784 222304**

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Registered Office: Insight House, Riverside Business Park, Stoney Common Road, Essex, CM24 8PL.

# TABLE OF CONTENTS

<b>Introduction</b>	<b>3</b>
Disclaimer	3
Explanation of Terms	3
Accessibility	3
Copyright	3
Participants with a Disability	4
CPD Syllabus Information	4
CPD Standards Office Accreditation	4
Dyslexia Guild Membership	5
Contact Details	5
SEMh Unit(s)	6
Entry Requirements	6
<b>Dyslexia Action Level 5 SEMh CPD Unit(s)</b>	<b>6</b>
Total Qualification Time and Credits	6
Unit Level Descriptors	7
Where will I study?	8
How will I be taught?	8
Demands of a Unit Course	8
Pre-reading	8
Is practical work with a learner required?	8
Minimum Hardware and Software Requirements	8
Internet Connection	9
Email Account	9
Induction	9
Study Time	9
Unit Assignments	9
Qualification Certificates	10
<b>SEMh CPD Courses - Registration and Fees</b>	<b>10</b>
Course Registration	10
Fees and Discount Offers	10
Course Start Dates	10
<b>Appendix 1: Dyslexia Action SEMh Unit(s) and Learning Outcomes</b>	<b>11</b>

## Introduction

Dyslexia Action CPD courses are designed to strengthen the expertise and confidence of teachers, teaching assistants and support tutors in order to ensure the progress and achievement of children/adults with special educational needs. CPD courses allow professionals to develop and enhance their current skills and understanding. Whilst studying Dyslexia Action CPD courses, delegates will question what currently takes place in their learning environment and will learn new theories and strategies. They will learn from fellow professionals and will share their experiences and discuss issues via the course forums.

The unit courses are qualifications and not awareness courses. Participants must complete the assignments and cannot be given access as 'read only' courses.

## Disclaimer

This document is subject to regular revision and replaces any earlier version produced by Dyslexia Action. Whereas every effort has been made to ensure the accuracy of the information contained in this document, Dyslexia Action Training and Professional Development is unable to provide any warranty concerning the accuracy or completeness of any information contained herein and in the associated website. Dyslexia Action reserves the right to make changes to the information given and to change the content of courses. Applicants will receive additional, current information during the admissions process and on joining their chosen course.

Dyslexia Action Training and Professional Development assumes no responsibility or liability for any injury, loss or damage incurred as a result of any use or reliance upon the information and material contained within its publications or downloaded from its website.

## Explanation of Terms

**APEL** – Accreditation of Prior Experience and Learning

**CPD** – Continuing Professional Development

**Hours of Learning Time** - This includes all the learning activities that are required to achieve the learning outcomes.

Hours of Learning Time includes: preparation before the course begins such as induction activities; familiarisation with the course outline and recommended reading; participation in online activities such as forums and group activities and private study and assessment activities both during and after the course ends.

**Learner** – The pupil / student that the course delegate does any practical work with

**Delegate** – The person who is studying on a course

## Accessibility

If you would like to receive a copy of this document in large print or in another format, please contact Dyslexia Action Training and Professional Development directly for assistance.

## Copyright

All rights reserved. All information and material contained within this document and on the website, it is accessed from, is copyright and the copyright belongs to Dyslexia Action a trading name of Real Group Ltd. If you wish to apply for permission to use any materials found within the Dyslexia Action Training and Professional Development e-learning site, please contact Dyslexia Action at the address given in the materials or on the website.

## Delegates with a Disability

A person is said to be 'disabled' under the Equality Act 2010 if he or she has a physical or mental impairment that has a 'substantial' and 'long-term' negative effect on his or her ability to do normal daily activities.

A disability can arise from a wide range of impairments which can be:

- Sensory impairments, such as those affecting sight or hearing
- Impairments with fluctuating or recurring effects such as rheumatoid arthritis, myalgic encephalitis (ME), chronic fatigue syndrome (CFS), fibromyalgia, depression and epilepsy
- Progressive, such as motor neurone disease, muscular dystrophy, and forms of dementia;
- Auto-immune conditions such as systemic lupus erythematosus (SLE)
- Organ specific, including respiratory conditions such as asthma, and cardiovascular diseases, including thrombosis, stroke and heart disease
- Developmental, such as autistic spectrum disorders (ASD), dyslexia and dyspraxia
- Learning disabilities
- Mental health conditions with symptoms such as anxiety, low mood, panic attacks, phobias, or unshared perceptions; eating disorders; bipolar affective disorders; obsessive compulsive disorders; personality disorders; post-traumatic stress disorder, and some self-harming behaviour
- Mental illnesses, such as depression and schizophrenia
- Produced by injury to the body, including to the brain.

In cases where someone is the sole carer for a person with a long-term illness or a disability then that person is, under The Equality Act, afforded the same rights and access to reasonable adjustments that the long-term unwell/disabled person would be.

See: [gov.uk/definition-of-disability-under-equality-act-2010](http://gov.uk/definition-of-disability-under-equality-act-2010)

The online training provided by Dyslexia Action has an inbuilt flexibility and this enables many delegates with disabilities to work without any reasonable adjustments. Delegates are expected to provide and use their own assistive technology to enable them to access the online course materials such as text to speech and speech to text software, etc. The materials are presented in a format to enhance accessibility.

If you have a disability which you think the Assignment marker should be aware of, you can disclose this to the [CPD Course Administrator](#) who will share with the CPD Programme Lead and any tutors whose courses a delegate undertakes.

Delegates with a disability can discuss their individual requirements with the CPD Course Administrator in the first instance [cpdmail@dyslexiaaction.org.uk](mailto:cpdmail@dyslexiaaction.org.uk)

## CPD Syllabus Information

**Syllabus Start Date:** July 2024

Please note that in addition to this syllabus document you should also consult the [Terms and Conditions](#) before applying.

During the course of each academic year the code numbers, learning outcomes and content of individual unit courses may change to reflect programme development and updating processes

## CPD Standards Office Accreditation

Dyslexia Action has been successfully assessed as an online CPD provider by the [CPD Standards Office](#) and has received formal independent CPD accreditation for its online units.

Delegates who complete any of our units will be issued with a CPD Certificate of Completion. This certificate can subsequently be used within a formal CPD record for a professional body or employer.

## Dyslexia Guild Membership

All course delegates are strongly encouraged to become members of The Dyslexia Guild, a membership body which welcomes all individuals with a professional interest in dyslexia and specific learning difficulties (SpLD).

### Who can join?

Dyslexia/SpLD specialist teachers and assessors, teaching assistants, SENCos, learning support staff and tutors from further and higher education, speech and language therapists, psychologists and librarians. The Guild maintains the National Training and Resource Centre for Dyslexia and SpLD and provides a wide range of benefits to members. These include online resources, a vibrant and topical journal – The Dyslexia Review, as well as an e-newsletter. Guild members are able to renew their Assessment Practising Certificate through the association and meet annually to network at the Summer Conference.

**Special offer-** if you are a student, you can join the Guild, see Affiliate Online or Affiliate membership.

See: [dyslexiaguild.org.uk](https://dyslexiaguild.org.uk)

## Contact Details

### CPD Courses Admissions Office

Dyslexia Action Training and Professional Development  
70-72 Stour Street, Canterbury, CT1 2NZ

**Email:** [cpdmail@dyslexiaaction.org.uk](mailto:cpdmail@dyslexiaaction.org.uk)

**Web:** [dyslexiaaction.org.uk](https://dyslexiaaction.org.uk)

**Tel:** + 44 (0)1784 222304



## SEMH Unit(s)

The Dyslexia Action SEMH Level 5 CPD Programme consists of independent unit short courses.

All our units are available as independent stand-alone courses.

**Units\*** (appendix 1) are worth 3 Dyslexia Action credits (30 hours total qualification time):

### Unit

There is a choice of four start dates for all units and awards within the year: November, January, March and July.

**Please note:** that unit content, learning outcomes and assessment criteria may be subject to change.

## Entry Requirements

Applicants should:

- Have some current or recent experience working in a classroom environment in an educational setting
- Be qualified to at least level 3 ('A' level) on the UK qualifications framework or have other equivalent qualifications and relevant experience
- **Teaching assistants** must be mentored by a qualified teaching professional whilst on the course
- Have a **minimum** English language ability level such as: IELTS 6 ([ielts.org/default.aspx](https://ielts.org/default.aspx)) or TOEFL 60-78 points ([ets.org/toefl/](https://ets.org/toefl/))

**Please note:** We reserve the right to request information in support of all applications from a headteacher or other suitably qualified line manager or referee.

## Dyslexia Action Level 5 SEMH CPD Unit(s)

Unit Code	Unit Level	SEMH CPD UNITS SYLLABUS	TQT	Credits
RT00001	5	The Emotionally Connected Classroom	30	3

## Total Qualification Time and Credits

Total Qualification Time (TQT) is an estimate of the number of hours a learner will reasonably be likely to spend in guided learning, under the supervision of an online tutor, and individual preparation, study and assessment. Dyslexia Action Credits are awarded as follows: One credit equals 10 hours of TQT.

Level 5-unit courses are mapped against the Ofqual Level Descriptors<sup>1</sup> as follows:

### Level 5

#### **Knowledge Descriptor (the holder...)**

- Has practical, theoretical or technological knowledge and understanding of a subject or field of work to find ways forward in broadly defined, complex contexts.
- Can analyse, interpret and evaluate relevant information, concepts and ideas.
- Is aware of the nature and scope of the area of study or work.
- Understands different perspectives, approaches or schools of thought and the reasoning behind them.

#### **Skills Descriptor (the holder can...)**

- Determine, adapt and use appropriate methods, cognitive and practical skills to address broadly defined, complex problems.
- Use relevant research or development to inform actions.
- Evaluate actions, methods and results.

For comparison, typical Level 4 qualifications include Higher National Certificates and Certificates of Higher Education. Typical Level 5 qualifications include Higher National Diplomas, Diplomas of Higher Education and Foundation Degrees. Levels 4 and 5 broadly equate to years one and two of an undergraduate programme.

For further details on qualification levels see [Qualifications can cross boundaries](#)

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<sup>1</sup> Ofqual 15/5774 (2015) Qualification and Component Levels: Requirements and Guidance for All Awarding Organisations and All Qualifications

## Where will I study?

All of our courses are online and all communication is conducted using email. For this reason, you will need a computer with an Internet connection and a valid personal email account. Course teaching materials will be found on our Virtual Learning Environment (VLE) [Campus Online™](#). You need to ensure you have the IT skills and tools to complete a fully online-delivered course independently; there are no facilities to telephone tutors. Campus Online login details will be emailed to you prior to the start of your studies.

Dyslexia Action uses the Virtual Learning Environment (VLE) Campus Online as the method of delivery. The core curriculum is delivered by means of a range of e-learning resources. These include presentations, articles, exercises, videos and follow-up activities and tasks for delegates to carry out.

## How will I be taught?

All learning is online via supplied materials on our online platform, Campus Online. There are no 'live' or 'taught' sessions; all learning is self-directed. You will be required to carry out online tasks on the online portal. Delegates will be supported by a tutor who is an experienced practitioner in the field of social, emotional and mental health needs who can be contacted via email of Campus Online messaging.

## Demands of a Unit Course

Although the courses are delivered through online learning, enabling a flexible form of study, delegates will need to develop good personal time management and be prepared for the study skills relevant to e-learning including IT skills. Delegates will require a quiet and clear space in which to work. Delegates will need to be able to balance the demands of their studies with existing work and home commitments in order to gain the qualification.

The courses are managed by tutors who will be expecting delegates to fully engage with the course from the outset. Delegates are encouraged to contribute to the discussion forum on the course site. The forums help delegates to learn, test out, develop and refine ideas.

## Pre-reading

There is no pre-reading required. We do however suggest you join The Dyslexia Guild which provides a wide range of benefits to members and also gives you free access to online resources to continue your professional development. [dyslexiaguild.org.uk](http://dyslexiaguild.org.uk)

## Is practical work with a learner required?

This level 5-unit **does not require** any practical work with a learner or group of learners.

## IT Hardware and Software Requirements

1. A stable internet connection
2. While our platform is mobile responsive, we recommend accessing the training on a desktop or laptop computer.
3. A web browser (e.g., Microsoft Edge, Google Chrome, Safari)
4. Access to Microsoft Word and PowerPoint. A free alternative is Google Docs, a cloud-based service offered with a Google Mail account.
5. A PDF reader such as Adobe Acrobat Reader. If you don't have it on your computer then please download and install the reader before the start of your course: [get.adobe.com/uk/reader](http://get.adobe.com/uk/reader)

## Internet Connection

For the purpose of viewing online videos, broadband connection with a liberal bandwidth usage policy (5GB) is highly advisable. The basic course content can also be accessed via mobile broadband or even dial-up using smart phones and tablets, but the learning experience will likely be diminished and some video/audio content may not be accessible.



## Email Account

You must have your own personal email account (work email accounts are not accepted). We recommend using Google Mail because it gives you access to free cloud-based software that you can use to open course teaching materials.

*Despite all the precautions important emails from Dyslexia Action might be filtered as junk/spam. To avoid this problem please add [cpdmail@dyslexiaaction.org.uk](mailto:cpdmail@dyslexiaaction.org.uk) and [campusonline@realtraining.co.uk](mailto:campusonline@realtraining.co.uk) to your contact list.*

## Induction

We advise using the first week of the course as an introduction/familiarisation period to prepare you for studying the online course with Dyslexia Action. Delegates are advised to read and download the study guide provided (keep a copy to hand as it details important assignment submission and certificate issue dates), tutor support is also available during this first week.

## Study Time

Each SEMH CPD Unit course requires 30 hours of study. November, January and March units run over a period of 8 weeks with Unit assignments due in after 8 weeks. Delegates may be required to study a few weeks beyond the course period if any re-submissions are required.

Delegates can expect to spend several hours a week online, even if they download materials and work offline.

**Please note: Assignment submissions must be made on the due date. A charge will be made for late submissions.**

## Unit Assignments

Each unit has an assignment portfolio for delegates to work through. The assignment portfolio has been designed to allow delegates to extract the key points of the unit materials without having to write extensive answers. The portfolio contains different exercises consisting of short answers, filling in tables and writing personal responses or reflections. Word count ranges are given for each assignment portfolio exercise; delegate responses must fall within the stated word count range.

Assignments must be submitted to the tutor via Campus online by the given deadline date. There is a **Key List of Dates** for each course given in the **CPD Programme Study Guide**. Delegates may submit their unit assignment portfolio in advance of the deadline date, but it will not be marked until this date.

Successful assignment portfolios are awarded a pass grade. Delegates may also:

- Re-submit (delegates may be asked to amend and re-submit some elements of the assignment portfolio)
- Withdraw (for delegates who withdraw from the course or who do not submit the assignment by the deadline date)

## Qualification Certificates

### Dyslexia Action Unit Qualifications

Participants who successfully complete an individual unit qualification will receive a Dyslexia Action unit certificate.

**It is the responsibility of the delegate to inform us if they change address or if they have a different postal address to the address given on the application form.** If we are not informed, a charge will be made for re-posting any correspondence including certificates and transcripts. Delegates may request additional Dyslexia Action unit certificates. A charge of £30 inclusive of VAT, plus postage, per individual certificate, will be made.

## SEMH CPD Courses - Registration and Fees

### Course Registration

Registration for all courses is online only. The CPD registration deadline for **online** payments is the Wednesday prior to the start of the course, for other payment methods 2 weeks before the course start date. Your registration will be checked to see if entry criteria are met and course joining details will then be sent.

### Fees and Discount Offers

Fees	Unit	Total Unit Fee Inc VAT
Per Unit	£295 + VAT	£354

All payments must be made in Pounds Sterling (GBP) **before** the start of the course. Please refer to [Terms and Conditions](#) for payment terms. VAT is applicable on all courses. If you do not pay online at the time of registration by debit/credit card and choose to pay later by cheque or bank transfer an invoice will be raised upfront with an additional fee of £30 inclusive of VAT.

### Course Start Dates

2024/25 SEMH CPD Unit Start dates	Total number of weeks (including induction)	Pay later/invoice upfront registrations close*	Credit/debit card registrations close*
Wednesday 13 November 2024	8	30 October	6 November
Wednesday 15 January 2025	8	1 January	8 January
Wednesday 19 March 2025	8	5 March	12 March

\*Subject to course numbers/spaces available  
**N.B.** Please note that we reserve the right to change/cancel course dates and  
/or schedules subject to booking numbers.

We cannot guarantee that any unit will be offered in subsequent years although a suitable alternative will usually be provided.

## Appendix 1: Dyslexia Action SEMH Unit(s) and Learning Outcomes

### RT00001 The Emotionally Connected Classroom

Level 5: Total qualification time 30 hours

This Level 5 Unit aims to provide an understanding of the impact of emotions on the thinking brain and its implications for learning. It aims to give an introduction to key elements of current research and practice in mentalisation theory (understanding the mental state of oneself and others) and emotional coaching. The importance of connectedness and relationships is emphasised throughout.

#### **LEARNING OUTCOMES\* The participant will be able to:**

1. Understand the impact of stress and trauma on the brain
2. Discuss pupils' emotions and the impact this can have on their behaviour
3. Identify ideas for developing relational based practice in your provision
4. Apply strategies to build pupils resources and resilience to manage their emotions

#### **Notes:**

\*Unit content and learning outcomes may be subject to change.