

## Applying to become a full Elklan tutor

Elklan invites Specialist Teachers who advise colleagues **across several settings** in Speech, Language and Communication Needs (SLCN) to apply to become Elklan Tutors. To be considered, please apply for the Total Training Package (TTP) relating to the course you wish to deliver. You will be asked to complete a further Specialist Teacher application form online. **The status of your TTP application will only be confirmed following a review of the information provided.**

### One of three possible outcomes will apply:

1. The Specialist Teacher's qualifications are recognised by Elklan as being suitable. Their place will be confirmed.
2. Elklan recognises the qualifications and experience of the Specialist Teacher, but they do not have the additional qualifications in supporting SLCN to the level required. A place on the TTP will be confirmed and they will train as Aspiring Tutors. Once the following conditions have been successfully met, they will be upgraded to full tutor status:
  - a. The Aspiring Tutor will complete the relevant Elklan qualification but will not be expected to complete the accreditation unless they wish to do so. The e-learning sessions for the specific course will be available in the Aspiring Tutors' Area, or they can attend a course delivered locally. Following each training session, the Aspiring Tutor will complete a quiz to ensure that they fully understand the content that they will be delivering to others.
  - b. Learners on the Specialist Teacher's first Elklan course will be asked to complete an online questionnaire, providing feedback on the quality of the training received.
  - c. An experienced Elklan tutor will observe one session and offer support to the new tutor. The observation form will be completed online and will be visible to Elklan and the Aspiring Tutor.
3. The Specialist Teacher does not have the requisite qualifications or experience, and the application is refused. The Specialist Teacher may still train as a Co-Tutor to deliver Elklan courses alongside an Elklan Tutor.

### Fees

1. The current Elklan Total Training Package (TTP) fee is payable by all applicants.
2. The e-learning sessions are made available to the Aspiring Tutor for free following completion of the TTP. If the teacher wishes to complete the accreditation, an additional fee will apply.
3. If Elklan is requested to provide a tutor for the observation, an additional fee will apply. Please see the website for current prices.

If you have any further questions about this, please contact Henrietta on 01208 841450

Elklan reserves the right to refuse full tutor status to a Specialist Teacher without explanation.