If you have any concerns about this service or suggestions for improvements, contact our Patient Advice and Liaison Service on Freephone 0800 013 2511 or email: ccs-tr.pals@nhs.net

For free, confidential health advice and information 24 hours a day, 365 days a year contact NHS Direct on 0845 46 47 or via www.nhsdirect.nhs.uk

If you need this information in a different format such as in large print or on audio tape, or in a different language please contact Cambridgeshire Community Services NHS Trust Communications Team on 01480 308216 or via email at: ccscommunications@ccs.nhs.uk

Polish: Jeżeli potrzebujesz tych informacji w innym formacie, jak na przykład w dużej czcionce, w formacie audio lub w innym języku, prosimy o kontakt z Cambridgeshire Community Services NHS Trust (Publiczny Zespół Opieki Zdrowotnej i Środowiskowej) pod numerem telefonu: 01480 308216 lub email na adres: ccscommunications@ccs.nhs.uk

Portuguese: Se precisar desta informação em formato diferente, tal como impressão em letra grande, cassette áudio ou noutra língua, por favor contacte o Cambridgeshire Community Services NHS Trust (Trust NHS dos Serviços Comunitários de Cambridgeshire), através do telefone 01480 308216, ou envie um e-mail para: ccscommunications@ccs.nhs.uk

Russian: Если данная информация требуется в другом формате, например крупным шрифтом, аудиозаписи или на другом языке – просим обращаться в Социальные Службы Общественного Фонда Здравоохранения Графства Кембриджшир, по телефону 01480 308216 или отправлять электронное сообщение по адресу ccscommunications@ccs.nhs.uk

Cantonese: 本資料亦以特大字體、錄音形式或其它文語提供，如有需要，請聯絡劍橋郡社區服務國家健康信託（Cambridgeshire Community Services NHS Trust），電話01480 308216；電郵地址ccscommunications@ccs.nhs.uk

Bengali

Turkish: Eğer bu bilginin kendi dilinizde çevirisini (ya da daha büyük harflerle baskısı veya kasete kayıtlı halini) isterseniz, lütfen Cambridge Bölgesi Kamu Hizmetleri Ulusal Sağlık Hizmeti Birimini (Cambridgeshire Community Services NHS Trust) 01480 308216 no’lu telefon numarasından arayın veya ccscommunications@ccs.nhs.uk adresine e-mail gönderin.
**Preferential Classroom Seating**
- Seat child away from distracting noise
- Seat child near teacher’s area of instruction - not more than 10 feet from the typical position of the teacher
- Preferential seating should consider the child’s view of the teacher to maximise visual cues
- Seat child so that better ear is favoured, if there is one
- Allow flexibility of seating if area of instruction changes
- Isolate child for individual tutoring or tests
- Allow child to wear earplugs when working individually

**Peer Assistance**
- Use “buddy system” to alert the child to attend and to be sure the child has assignments and special instructions correct
- Use a note-taker to take or copy notes

**Alerting: Look And Listen**
- Call child by name
- Touch child gently to gain attention
- Gain eye contact with child before giving class instructions
- Use “secret sign” to remind child to listen

**Teaching Techniques**
- Give short and clear instructions
- Speak distinctly and at a moderate rate
- Simplify information by giving it in small segments
- Use familiar vocabulary and less complex sentence structures when giving instructions
- Encourage the child to ask when he/she does not understand what has been said
- Ask the child to repeat instructions to ensure understanding
- Rephrase or restate instructions in simple terms
- Preview topic to be presented by introducing new vocabulary and outlining new subjects
- List key vocabulary on the blackboard then build the discussion around this key vocabulary
- Use visual aids such as projectors, illustrations, and outlining maps, capitalising upon strengths in visual processing. The auditory/visual association will support the learning of new concepts and language
- Encourage participation in spoken language activities such as reading, conversation, story telling and role-play
- Use concrete, experiential lessons when possible
- Write assignments on the board, as well as giving them orally
- Be sure child writes assignments in a specific place
- Allow breaks between intense periods of instruction
- Alternate difficult instruction with simpler activities to avoid fatigue
- Use a consistent routine of activities to allow child to have a smoother transition from one subject to the next

**Inform Parents**
- Provide feedback to parents regarding the child’s successes and difficulties
- Advise if additional specific support is needed at home

**Evaluate Progress**
- Evaluate the child’s progress on a systematic schedule
- Include learning support personnel in discussions about the strategies
- Try to modify the teaching strategy before the child perceives that they have failed

**Self-esteem**
- Be positive and encouraging when working with the child
- Provide praise for effort and successes
- Encourage child to pursue activities in which they can excel

For further information about this service contact:
Clinical Support Office
Community Paediatric Audiology Service
Ida Darwin
Community Child Health
Cambridge, CB21 5EE
Tel: 01223 884174 or 884178

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