



**INFORMATION, KEY DATES, BOOKING
CONDITIONS & COURSE ARRANGEMENTS**
for those requesting a place at the Taster Session
in preparation for making an application for the 2025 course.

DATE	STAGE	DETAILS
1 st April 2024	APPLICATION DETAILS PUBLISHED	<p>Begin the process prior to making an application to do the next LEAARC-Approved Breastfeeding Specialist Course.</p> <ul style="list-style-type: none">• Details of course dates and fees will be published on https://breastfeedingspecialist.com/• It will be facilitated and taught entirely by Deborah Robertson IBCLC.• The course will be Jan - Dec 2025, one day per month, 9am - 5pm.• Students will apply to join EITHER the Zoom cohort OR the In-Person Kent cohort• Zoom cohort study days will be one Saturday per month.• Kent Cohort study days will be one Tuesday per month in Chatham.• Enquirers are asked to FIRST double check they are eligible PRIOR to reserving a place on the Taster Session.
2 nd April 2024	BOOKING OPENS for TASTER SESSION	<p>This course prepares candidates for the April 2026 IBLCE exam in time for the late Nov 2025 - early Jan 2026 exam entry window.</p> <ul style="list-style-type: none">• Taster Session attendance is a requirement for anyone wishing to make an application to do this course.• The Potential Applicant who intends to sit the exam to become an IBCLC must FIRST check out they will have completed BOTH these IBLCE eligibility requirements:<ul style="list-style-type: none">a) Health Sciences Education https://ibclc-commission.org/step-1-prepare-for-ibclc-certification/health-sciences-education-2/B) Lactation Specific Clinical Experience (Pathway 1) https://ibclc-commission.org/step-1-prepare-for-ibclc-certification/lactation-specific-clinical-experience/

- If those eligibility requirements have yet to be met, then please instead wait for next year's Taster Session.
- There is no charge for the Taster Session.
- The potential student must first check and confirm that they can make each of the dates on which the twelve study days happen. You can miss just ONE if you have a dates clash but the first day is compulsory and cannot be missed. If you cannot commit to these course dates then please wait until the Taster for the next course.

- DATES for the Breastfeeding Specialist Course study days:

Tuesdays in Chatham	2025	Saturdays via Zoom	Study Days
7 th	Jan	11 th	Becoming an IBCLC
4 th	Feb	8 th	Positioning and Attachment
4 th	Mar	8 th	Philosophies & Relationships
1 st	Apr	5 th	Beyond the Newborn Period
6 th	May	10 th	Counselling & Communication
3 rd	Jun	7 th	Difficult Circumstances
1 st	July	5 th	Groups and Classes
5 th	Aug	9 th	Ethical Issues
2 nd	Sept	6 th	Families and Peer Support
7 th	Oct	11 th	Clinics and Consultations
4 th	Nov	8 th	Food and Nutrition
2 nd	Dec	6 th	Mock Exam and Revision

- This course will stretch you and be demanding of your time and energy, so applications will **NOT** be accepted from those who will be enrolled on any other course of study that year.

**Saturday
20th July
2024**

**TASTER
SESSION
Via Zoom
9am - 1pm**

The Taster Session will include:

- Details of the course structure, content, and style.
- Encouragement to think through your personal strategies you would have in place to assist or help you to manage the course workload, textbook reading, and homework deadlines
- Experience learning with Deborah via Zoom and get a feel for whether this style of learning is likely to be a 'good fit' for you.

		<p>Continues ...</p> <ul style="list-style-type: none"> • A way to check out your device, headset and mic, lighting levels and wifi connection. This is to confirm that you (and others connected with you via Zoom) would have a satisfactory study day experience. • Overview of the Breastfeeding Specialist Course Application Process • Instructions for a practice piece of course homework relating to one of the 24 chapters of the course textbook. • Access to the Application Form at the end of the Taster Session. • If all course places are not filled, there will be a REPEAT Taster two months after the first.
21 st July 2024	APPLICATION WINDOW OPENS	<p>The Application Form is to be submitted:</p> <ul style="list-style-type: none"> • Candidates are asked to complete the Application Form (in Microsoft Word) that they received at the end of the Taster Session. • It is to be returned to Deborah as an email attachment. • Applications will only be accepted from those who have taken the opportunity to complete the practice homework. • The practice homework involves reading a specific chapter that Deborah will supply and then to complete that chapter's 50 multiple choice quiz questions. • The pass score is 65% but you can repeat as often as you wish to get a pass score to record on your application form. • If the course is oversubscribed, those who submitted their Application Form and practice homework quiz score promptly will be at a distinct advantage.
10 th August 2024	APPLICATION WINDOW CLOSES	<p>This is a unique application procedure:</p> <ul style="list-style-type: none"> • The Application Form submission timing is designed to give an experience akin to completing a study day and then submitting the homework within a tight timeframe. • Experience has shown that some students underestimate just how demanding the course is, hence this innovation to give more of a feel for the workload. • Completion of the practice homework will mean those whose applications are successful will find they have one less chapter and set of questions to complete during the actual course. 😊 <p>Continues ...</p>

17 th August 2024	COURSE PLACE OFFERS WILL BE MADE.	<p>Deborah will offer a place on the course to successful applicants. There will be up to 16 places for the Tuesday Chatham cohort and up to 16 places for the Saturday Zoom cohort.</p> <p>Acceptance of an offered place is CONDITIONAL UPON SORTING PAYMENT:</p> <ul style="list-style-type: none"> • SELF-FUNDING APPLICANTS (£1320 - or £1020 for <u>unwaged</u> volunteers) will then be asked to respond promptly to ACCEPT & SECURE their place by paying a NON-REFUNDABLE DEPOSIT equivalent to three study day payments, within 2 weeks of being offered a place. <p>They can then CHOOSE to:</p> <ul style="list-style-type: none"> - Either: Provide evidence of a standing order in place for nine months, beginning 1st Jan 2025 through to 1st Sept 2025. - Or: Make a payment of the remaining balance no later than 1st December 2024. <ul style="list-style-type: none"> • FUNDED APPLICANTS (£1620) are asked instead to ACCEPT & SECURE their place by responding promptly with a request to invoice their funding agency - with full address details and a purchase order number. The offer of a funded place will be with-drawn this if cannot be done and paid promptly. • If the course is oversubscribed, then unsuccessful applicants can ask to go on a waiting list to step in if a student cancels her place.
14 th Sept 2024		If the course is undersubscribed then there will be a second Taster Session to make the unfilled places available.
Sept - Dec 2024	BUY THE COURSE TEXTBOOK & GET READING BEFORE THE COURSE BEGINS	<ul style="list-style-type: none"> • Many find the homework chapter reading & quiz-taking quite time consuming, especially in the months when there are three chapters. • Most students choose to get ahead with their new textbook in the three months or so between securing their place and the start of the course. • You will receive details of how to buy the course textbook and a 30% discount code. • Deborah will supply you with a homework scheme to help you to choose and record the chapters read and their quiz scores. • Time to gain confidence in using jblearning's online <i>Navigate 2 TestPrep</i> practice chapter-by-chapter multiple choice questions <p style="text-align: right;">Continues ...</p>

1st October 2024	CANCELLATION & REFUND POLICY KICKS IN	<ul style="list-style-type: none"> Initial deposits (which pay for the first three study days) are non-returnable from the day the booking is made. Before the course begins, if you want to cancel and you give at least 3 months' notice, you can have a refund of any subsequent payment (less 20% admin fee). Before the course begins, giving just 28 days' notice of your wish to cancel means you can have a refund of 50% of any subsequent payment (less 20% admin fee). If you are sick etc and need to miss one or more study day, the payment you have already made is carried over to the next opportunity to do the study day(s) when the next course runs. If Deborah is sick and needs to cancel a study day, she will reschedule so that students can still complete that day and get the expected attendance & homework certificates to fulfil exam entry requirements by the deadline.
1st December 2024	GETTING READY EMAIL SENT	<p>Deborah will send you an email full of things to do to be sure you have everything in place for the course:</p> <ul style="list-style-type: none"> Respond to the invitation to join the closed and private study group on Facebook: LC Exam Buddies. All to 'hit the ground running' on the first study day.
1st December 2024	STUDY DAY MATERIALS MAILING for those doing the course via Zoom	<p>For each Zoom monthly study day Deborah puts a package in the post and students receive:</p> <ul style="list-style-type: none"> The study day folder with session outline, slides, reading list, handouts. Materials for the kinaesthetic activities planned. Tools/ teaching aids to use for study days and later with clients Participant list
Mid-December 2024	REMINDER EMAILS SENT	<p>Deborah sends a group email to all those booked for the first study day, one email for the Chatham cohort & one email for the Zoom cohort:</p> <ul style="list-style-type: none"> To make sure everyone has what they need all ready to participate. It will include details of how to access the Venue / Zoom link for the upcoming study day. A reminder email is sent one week ahead of each study day.

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1 st January 2025	PAY-AS-YOU-GO BEGINS	Monthly standing order to start this day <ul style="list-style-type: none"> • The first of 9 monthly payments. • The final payment will be on 1st September 2025
January 2025	COURSE BEGINS	The first study day: <ul style="list-style-type: none"> • It runs between 9:00 am – 5:00 pm • Please check ahead of the day so you are sure how to get where you need to be and do not end up missing the start of the first study day. • You will be asked to click to see the <i>Google Doc Feedback Form</i> and complete it at the end of the study day. • Upon receipt of your Feedback Form, Deborah will send you an email with the pdf of your attendance certificate attached. • Be sure to store all your certificates in a safe place. You will need them for IBLCE exam entry.
February 2025 (28 days after your study day.)	FIRST HOMEWORK SUBMISSION DEADLINE.	When making a homework submission: <ul style="list-style-type: none"> • The deadline is midnight, just 28 days after the study day. • That is usually the night before the next study day. But watch out as sometimes there are 5 weeks between study days and then the homework would be due in a week before that next study day. • Use the writing frame provided. Guidance is given on the first study day. There are lots of examples of student work in our Facebook Group <i>LC Exam Buddies</i>. • Send homework to Deborah, as an email attachment. • Deborah will grade your homework within 14 days of the submission deadline. • She will provide feedback by email with the pdf of your homework certificate attached. • If you miss that deadline then you may submit it the following year when the next cohort submit theirs and upon payment of a late submission fee of £20. But that will mean you will not get your course completion diploma with the rest of your cohort!

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Nov 2025 – early Jan 2026	IBLCE EXAM ENTRY WINDOW for the April 2026 exam	<p>Look out for the IBLCE announcement of the exam entry arrangements for that year:</p> <ul style="list-style-type: none"> • You need to have ready all 3 exam eligibility requirements in place as well as your payment on the day you make your exam entry. • A proportion of exam entrants are selected for audit and asked to provide the evidence promptly. • Students will already have collected enough attendance and homework certificates to fulfil the IBLCE requirement for 90 hours lactation specific education and 5 hours communication skills.
December 2025	FINAL STUDY DAY.	<p>There is still more work to do:</p> <ul style="list-style-type: none"> • Finish off your Breastfeeding Specialist Course by completing the final homework. • Revise for your IBLCE exam. • If you have missed a study day, be sure to book a place on that bit of the subsequent course in order that you can catch up and complete your course. • That is an obligation – you signed to commit to that when submitting your Application Form. • Only then, when you have completed all the elements of the course, will you receive your LEAARC-Approved Breastfeeding Specialist Course diploma.
January 2026	FINAL HOMEWORK SUBMISSION DEADLINE.	<p>LEAARC-Approved course diploma is awarded:</p> <ul style="list-style-type: none"> • Successful students will have completed all 12 study days and all 12 monthly homeworks. • 'Cheesy grin' photos holding your diploma are celebrated on our LC Exam Buddies Facebook group. • Buy a frame and hang your diploma where others will see it!
April 2026	IBLCE EXAM	<p>IBLCE exam results usually come out some time in July.</p> <ul style="list-style-type: none"> • New IBCLCs who notify Deborah of their exam result will receive an official IBCLC badge from her as a congratulations gift. • Also, an invitation to leave <i>LC Exam Buddies</i> Facebook group and switch over to our <i>LC Exam Buddies Alumni</i> Facebook group to continue to connect with others who have done the Breastfeeding Specialist Course. • Remaining on my mailing list ensures you get invitations to ongoing education and reflective supervision opportunities from Deborah. <p style="text-align: right;">(ENDS)</p>