



FAMILY ACTION SAFEGUARDING CHILDREN TRAINING SERVICE



Training calendar September 2010 to March 2011

Safeguarding and child protection training should enable those working with children to develop the necessary skills, judgement and confidence required for their roles.

Training should also equip people to work effectively with those from other professions and agencies.

Employers are responsible for ensuring their employees are confident in carrying out their responsibilities for ensuring employees are aware of how to recognise and respond to safeguarding concerns. (Working Together to Safeguard Children 2010)

Prior Discussions

If anyone from your organisation has any relevant professional or personal issues they wish to discuss before a Safeguarding/Child Protection course, feel they may be vulnerable within this training environment, or would like more information regarding course content, please contact Deborah Somerset-Malia to discuss.

Contact Deborah on 0114 3211715 or email deborah.somerset-malia-scts@family-action.org.uk.

Anything that is discussed will be kept confidential, unless there are safeguarding/child protection concerns.

Participants should be aware that they need to **attend at least three quarters of a course** in order to meet training requirements and receive their certificate.

If they are unable to do so, or would like to discuss individual circumstances further, please contact Deborah on the telephone number above.

Course Dates

Safeguarding Children Introductory 1 Day

Tuesday 14 th September	Wednesday 12 th January
Wednesday 22 nd September	Thursday 20 th January
Monday 11 th October	Monday 28 th February
Friday 12 th November	Tuesday 8 th March
Monday 6 th December	Friday 25 th March

Safer Recruitment 1 Day

Friday 1 st October	Monday 31 st January
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Professional Boundaries ½ Day

Tuesday 19 th October	Wednesday 16 th February
Thursday 25 th November	Thursday 17 th March

COURSES AVAILABLE

1 DAY INTRODUCTORY COURSE

One day course for those working directly with children and young people.

Aims

To enable participants to deal confidently and appropriately with safeguarding and promoting the welfare of children.

Content

- The complexities of safeguarding and child protection
- What constitutes child abuse; definitions, signs and indicators
- Relevant legislation and Government guidance (local and national)
- Own and other agencies role in safeguarding children
- Accessing appropriate services

Who should attend?

All those in the voluntary sector, whether paid staff or volunteers, who work directly with children or young people.

SAFER RECRUITMENT – 1 DAY COURSE

This is a one day course for those in organisations that provide services to or for children. It is also appropriate for any members of staff or volunteers who are, or may be, involved in the recruitment and/or selection of those who will come into contact with children in their work.

Aims

- To give participants an awareness and understanding of offender behaviour.
- Identify key features of staff recruitment that help deter or prevent the appointment of unsuitable people.
- Consider policies and practices that minimise the opportunity for abuse or ensure its prompt reporting.
- Help participants begin to review their own and their organisations policies and practices with a view to making them safer places for children.

Content

- How does Safer Recruitment fit in with the wider context of safeguarding.
- The scale of abuse
- Some aspects of the characteristics of abusers.
- The importance of planning a robust recruitment exercise
- Making the right decisions using structured interviews
- The types of offences which organisations may have to consider
- The need for ongoing awareness and vigilance

PROFESSIONAL BOUNDARIES IN SAFEGUARDING AND CHILD PROTECTION COURSE

Half-day course for those whose work involves contact with children, young people, families or parents.

Please note that you must have completed a Safeguarding Children 1 day OR Basic Child Protection 1 day OR half day course before attending today's training.

Aims

To enable participants to understand, establish and maintain professional boundaries.

Objectives

- By using specific examples, enabling participants to understand what professional relationships are and their benefits
- To encourage reflection on the possible implications of blurred boundaries for safeguarding children, young people and themselves
- To enable participants to assess and minimise risks in relation to potential boundaries issues in their role

Content

- Legislation and related issues
- Professional boundaries, and the issues and feelings they can raise
- Standard good practice in professional relationships
- Risk assessment in relation to professional boundaries
- What workers need to help them to maintain appropriate professional relationships, whilst engaging effectively with service users

Conditions of booking

To ensure there is a good mix of organisations for group work, on our courses, we can only allow 3 participants from one organisation to attend on the same day.

Payment

To secure a place on one of our courses, please send a cheque (made payable to Family Action) for the full amount with your booking form. We can provide invoices if requested. However to confirm your place, you must make payment within 21 days of the date of the invoice.

Cost bands

	½ day	1 day	2 days
Voluntary or community & Faith groups	£40	£80	£160
Statutory or other	£75	£150	£300

Cancellation policy

Please let us know in writing/via email as soon as possible if you cannot attend. We cannot accept telephone cancellations or amendments. To receive a refund please write to us (either by email, fax or letter), giving us at least fourteen days notice. Unfilled places will not be refunded. Bookings made and cancelled within our fourteen day notice of cancellation period will still be charged at the full course fee. If someone is attending in your place please complete a booking form to inform us of this.

Complaints procedure

If you are unhappy with any aspect of the service you have received from us, in the first instance, please contact the Safeguarding Children Training Service Project Manager, Family Action, 86 Upper Hanover Street, Sheffield S3 7RQ to informally discuss your concerns and try to resolve any issues.

COMMISSIONED TRAINING

Where capacity and other work commitments allow, requests for in-house training will be considered. This is charged at £600 for a full day (7 hours) and £400 for a half day (4 hours).

There should be no more than 20 participants on any commissioned training course.

Should you wish to enquire about commissioned training please contact:

Deborah Somerset-Malia (Training Co-ordinator) on 0114 3211715
email: deborah.somerset-malia-scts@family-action.org.uk

or **Mary Smith** (Training Administrator) on 0114 3211718.
email: mary.smith-scts@family-action.org.uk