



April 2013 – March 2014

Inter-Agency Training Brochure

Bromley Safeguarding Children Board

March 2013



Bromley Safeguarding Children Board

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www.bromleysafeguarding.org
020 8461 7816



Introduction

Bromley Safeguarding Children Board (BSCB) is a statutory body with objectives and responsibilities set out in the Children Act 2004. It has a duty to ensure that all agencies in Bromley work together to safeguard children and young people from harm. The Board determines priorities that reflect local needs and regional and national safeguarding requirements. These priorities are set out in a Business Plan which is reviewed and updated annually and is available at www.bromleysafeguarding.org.

Local safeguarding children boards have a responsibility to monitor and evaluate the effectiveness of single agency and multi agency training to safeguard children, which is stated in *Working Together to Safeguard Children and Young People 2010* and which the Training Committee is responsible for undertaking.

In Bromley, the BSCB is responsible for drawing up and delivering an annual training programme in child protection. The programme is devised by the BSCB Training Committee which reports to BSCB's executive.

Each agency is responsible for ensuring that their staff are competent and confident in carrying out their responsibilities for safeguarding and promoting children's welfare. This includes ensuring staff have access to appropriate training and that the training is regularly updated at least every three years.

The Training Committee monitors the uptake of training and regularly evaluates its usefulness to ensure that it addresses the needs of staff, best practice and addresses local issues. At some stage you may be asked to comment in detail on the training you have received and its impact on your safeguarding practice. This helps improve future courses and arrangements.



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Information for Course Participants

Before you book a BSCB course!

A **prerequisite** for attending any of our training is that participants have received basic single-agency child protection training through their own agencies/or previous employment. If you have not received basic training you need to contact the following:

Education	LBB Bromley Education Welfare Service	020 8313 4152
	Lead Officer for Education BSCB – Denise Partridge (whole school training)	020 8461 7669
Health	Sarah Turner – Designated Nurse for Safeguarding	01689 880655 (x 2655)
Children’s Safeguarding and Social Care	Mary Nash Workforce Development L B Bromley	020 8461 4255
Community & Voluntary Sector	Judy Kimmins, Bromley Children and Families Voluntary Sector Forum	07917 221475
Early Years & Childcare	To be advised on separately at later date	020 8461 8911
Adult Safeguarding and Social Care	Sandra Walters Workforce Development L B Bromley	020 8461 7596
Bromley Mytime		01689 883804
E-Learning	BSCB website link	020 8461 7799

If you are an individual or are not a member of a larger agency, basic training is available through the London Borough of Bromley e-learning programme. To gain access to this training you need to email go to the BSCB website or copy this link into your browser
http://www.integratedworking.co.uk/melearning_login/Bromley.html

Applying for BSCB Courses

Before applying for a course you need to ensure that you have checked the course aim, learning outcome, target audience, and entrance requirements, in order to ascertain whether the course is appropriate for you.

You also need to talk it through with your manager and if agreed, complete and return the course booking form to LB Bromley Workforce Development (Safeguarding)
safeguarding.training@bromley.gov.uk.

Our courses are filled on a first-come-first serve basis, whilst ensuring that there is a good mixture of agencies.

If you have secured a place and given us your email address you will receive a confirmation letter and information about pre-course reading 2 weeks beforehand. If you are unsure, please call Workforce Development on 020 8461 7799 or email on safeguarding.training@bromley.gov.uk



Accessibility

Training is provided at the Widmore Centre, Nightingale Lane, Bromley BR1 2SQ (unless otherwise stated) which is NOT wheel chair accessible. Please notify Workforce Development 020 8461 7799 if you have a disability or have any special requirements.

Attendees with communication needs or a disability will need to ensure that their agency makes provision for support during training. Please make Workforce Development aware if additional equipment or a person may be accompanying you.

Charges

Courses are **free** to the voluntary sector, and to agencies that have contributed to the BSCB:

- London Borough of Bromley Staff
- Oxleas NHS Foundation Trust,
- Bromley Healthcare,
- NHS Bromley,
- South London Healthcare Trust,
- Metropolitan Police,
- London Probation
- CAFCASS
- Bromley Mytime¹ (pay the course charge as well as contributing to BSCB).

Who pays for courses?

For all other agencies including, private organisations, companies, consultancies, schools and colleges the cost for training is £250.00 per two day course, £150.00 per day course and £90 for a half day course.

- There is a 10% discount for Bromley local authority maintained schools and voluntary aided primary schools.
- Significant discounts are available to registered early years providers such as nurseries, pre schools and childminders. Courses cost £50 for a half-day/day course, £100 for a two day course.

CAF courses are **not** subject to a charge.

Cancellations

Please note **a cancellation fee applies to all of our courses**. It is essential that you inform Workforce Development if you are unable to attend. **Two working days notice** is required in order to avoid a cancellation charge. Cancellations **must** be confirmed by you in writing (eg email). This enables us to offer a place to someone on the waiting list.

If you fail to attend without giving two days notification, your agency will be charged £150 for a half-day or one day course and £250 for a two day course. This also applies to individual applicants.

Certification

Certificate of Attendance will only be issued to participants who are present for the entire course. Candidates must sign the register, as without this, the certificate cannot be issued.

¹ Except for Bromley Mytime, who have agreed to pay the course charge as well as contributing to BSCB.



Send booking forms to:
Workforce Development Safeguarding.
E91 East Wing
Civic Centre
Stockwell Close
Bromley BR1 3UH
020 8461 7799 email: safeguarding.training@bromley.gov.uk

Training is targeted at practitioners:

- Who have infrequent contact with children, young people and/or parents or carers who may become aware of possible abuse or neglect, such as librarians, GP receptionists, community advice centre staff, groundsmen, leisure assistants. *Group 1*
- Who are in regular contact or have intense but irregular contact with children, young people and/or parents/carer who may be in a position to identify concerns about maltreatment, including those that may arise from the use of the Common Assessment Form (CAF). *Group 2*
- Who work predominantly with children, young people and/or their parents/carers and who could potentially contribute to assessing, planning intervening and reviewing the needs of a child and parenting capacity where there are safeguarding concerns to identify when there is a concern about the welfare of a child. *Group 3*
- With particular responsibilities in relation to undertaking Section 47 enquiries including professionals from health, education police and children's social care; those who work with complex cases and social work staff responsible for co-ordinating assessments of children in need. *Group 4*
- With professional advisers, designated, named and lead professionals and those with managerial responsibility at an operational level such as recruitment of staff, team management and decision making. *Group 5*
- Who have strategic management responsibility for commissioning and delivering services. *Group 6*

The London Safeguarding Children Board has produced guidance for agencies on safeguarding training for employees and volunteers setting out responsibilities for all organisations in [Competence Still Matters: safeguarding training for all employees & volunteers a guide to the responsibilities of all agencies London SCB 2011](#).

Look at the group categories below to help you when selecting training.



Training Levels

GROUP 1	GROUP 2	GROUP 3	GROUP 4	GROUP 5 & 6
Staff in infrequent contact with children, young people and/or parents/carers who may become aware of possible abuse or neglect.	Staff in regular contact or have a period of intense but irregular contact, with children, young people and/or parents/carers who may be in a position to identify concerns about maltreatment.	Staff working predominantly with children, young people and/or their parents/carers and who could contribute to assessing, planning, intervening and reviewing the needs of a child and parenting capacity where there are safeguarding concerns.	Members of the workforce who have particular responsibilities in relation to undertaking section 47 enquiries.	Professional with responsibility for leading on safeguarding and providing advice and those running operational units
<i>Examples:</i> librarians, GP receptionists, community advice centre staff, parks & premises staff, recreation assistants, environmental health officers.	<i>Examples:</i> housing officers, staff in hospitals, YOT, secure settings. Police (not in specialist child protection roles), sports & leisure development officers, disability specialists, faith groups, community youth groups, play scheme volunteers.	<i>Examples:</i> paediatricians, GPs, youth workers, early years staff, residential staff, midwives, school nurses, health visitors, sexual health staff, teachers, probation staff, sports welfare officers, adult workers learning disability, mental health, alcohol and drug misuse services, community play schemes.	<i>Examples:</i> professionals from health, education, police and children's social care; those who work with complex cases and social work staff responsible for co-ordinating assessments of children in need.	<i>Example:</i> professional advisers, named and designated lead professionals. Operational managers, practice supervisors
<i>Training Content:</i> Basic Child Protection: Child abuse and neglect Signs and indicators of abuse and neglect Normal child development A child focus If you have concerns. BSCB e-Learning see pg 9	<i>Training Content</i> Basic Child Protection Information Sharing Framework of Assessment Multi-agency working BSCB e-Learning see pg 9	<i>Training Content</i> Group 1 and 2 plus: Multi-agency Working Impact of parenting issues Importance of family history functioning Working with Families; difficulty engaging and superficial compliance	<i>Training Content</i> Group 3 plus: Section 47 enquiries & collaborative practice Using professional judgement Taking emergency action Working with complexity Communicating with children.	<i>Training Content:</i> As Group 4 plus: Promoting effective professional practice Supervision and advice Managing performance Other specialist training.



Safeguarding Children & Adults at Risk E-Learning Courses



Great news!

You can now access 21 key safeguarding training courses on Me Learning's easy-to-use website – ideal as a refresher or as an induction for new staff and as a supplement to other types of learning.

These courses are aimed at professionals and volunteers who work or have contact with children, young people and their families and/or adults at risk.

Most courses take between 60 to 90 minutes to complete – but if time is tight, you can dip in and out multiple times and it will remember where you left off. You can log in at work or at home, whenever you want.

Successfully complete the simple quiz at the end of a course to gain your certificate, (you can have more than one go to try to get a higher score!).

The best bit is..... these courses are available **FREE** to all within Bromley.



Safeguarding Children

If you have a Concern
Child Abuse Introduction
Emotional Abuse
Neglect
Physical Abuse
Sexual Abuse
Child in Need & Child Protection
Background to Safeguarding Children
Safeguarding Disabled Children
Framework of Assessment
Supporting Transitions

Safeguarding Adults

Adult Safeguarding
Mental Capacity Act
Deprivation of Liberty Safeguards

General

Domestic Abuse
Assessment and Planning
Responding to a Disclosure
Information Sharing
Data Protection and Human Rights
Difficult Relationships and Conflict
Conflict Styles and Resolution

How to register:-

- 1) Go on line and make sure you have access to your email account to register.
- 2) Type in the address:
http://www.integratedworking.co.uk/melearning_login/Bromley.html
- 3) Click on the link at the bottom of the page and enter your email address.
- 4) Me Learning will e-mail a link to the self registration site, where you can create your own username and password. Enter the correct information in the following fields:-

Sector: use the drop down arrow to select the organisation
Area: use the drop down arrow to select either **Adults** or **Children**
Your registration key: enter **bromley**
Company/Employer: enter **organisation, department and full work address**
Once registration is complete you will be able to log on to complete courses in future with your User ID and Password.

If you have any general queries or problems accessing the site please e-mail:
helpdesk@melearning.co.uk providing your name, contact phone number and username.
For details on face to face training contact safeguarding.training@bromley.gov.uk



Safeguarding Courses

Group 3 Safeguarding Children and Young People: A Shared Responsibility

DURATION: One-day

AIM: To develop knowledge, skills and the ability to work together on the processes for safeguarding and promoting the welfare of children, including those who are suffering, or at risk of suffering, significant harm.

TARGET GROUP 3: Those who work regularly with children and young people and adults who are parents/carers or have a period of intense but irregular contact. Staff members within this group have considerable professional and organisational responsibility for safeguarding and promoting children's well-being.

This training aligns with: Level 3 (Safeguarding Children & Young People: Roles & Competences for Health Care Staff – Intercollegiate Document, 2010).

OUTCOMES: By the end of the training session training participants will be able to:

- demonstrates knowledge of patterns and indicators of child maltreatment and able to identify indicators of risk and need.
- describe, and contribute to, the processes outlined in *What To Do If You're Worried A Child Is Being Abused*, including the purpose of inter-agency activities and the decisions required at each stage;
- demonstrate skills in effective collaboration between agencies;
- detail the protocols and procedures to be followed, including the ways in which information will be shared across professional boundaries, within and between agencies, and be recorded;
- specify the precise roles and responsibilities of interagency professionals involved, including the way in which children and other family members will be involved;
- outline the timescales set down in the regulations and guidance that govern the completion of assessments, making plans and timing of reviews;
- be able to respond appropriately if they are unhappy with the response given by agencies following a referral or if they have further worries about a child.

PREREQUISITES: Attendees must have undertaken basic training before booking onto this course. The BSCB E-Learning is available see page 9 for access instructions.

Refresher Training: at least every 3 years

DATES, TIME & VENUE:

Date	Time	Venue	Trainers
23 April 2012	9.30 – 4.30	Widmore Centre	Fola Ogunshola & Jackie Middleditch
11 June 2013	9.30 – 4.30	Widmore Centre	Jackie Middleditch &
12 September 2013	9.30 – 4.30	Widmore Centre	Jackie Middleditch & Yve Douglas
November 2013	9.30 – 4.30	Widmore Centre	
January 2014	9.30 – 4.30	Widmore Centre	
March 2014	9.30 – 4.30	Widmore Centre	



Group 3 Refresher: Safeguarding Children and Young People: A Shared Responsibility

DURATION: One-day

AIM: To update knowledge and skills in how to work together on the processes for safeguarding and promoting the welfare of children, including those who are suffering, or at risk of suffering, significant harm.

TARGET GROUP 3: Those who work regularly with children and young people and adults who are parents/carers or have a period of intense but irregular contact. Staff members within this group have considerable professional and organisational responsibility for safeguarding and promoting children's well-being. They are likely to have been involved in contributing to assessments in the past 3 years.

This training aligns with: Level 3 (Safeguarding Children & Young People: Roles & Competences for Health Care Staff – Intercollegiate Document, 2010).

OUTCOMES: By the end of the training session training participants will:

- Confidently contribute to the processes outlined in *What To Do If You're Worried A Child Is Being Abused*,
- Understand purpose of inter-agency activities and the decisions required at each stage;
- demonstrate skills in effective collaboration between agencies;
- confident in the application of the protocols and procedures to be followed, including the ways in which information will be shared across professional boundaries, within and between agencies, and be recorded;
- understand the roles and responsibilities of interagency professionals involved, including the way in which children and other family members will be involved;
- outline the timescales set down in the regulations and guidance that govern the completion of assessments, making plans and timing of reviews;
- be able to respond appropriately if they are unhappy with the response given by agencies following a referral or if they have further worries about a child.
- Confidently be able to maintain effective working relationships with professionals and families involved in CP processes.

PREREQUISITES: Attendees must have undertaken the full Group 3 course within the past three years.

Refresher Training: at least every 3 years

DATES, TIME & VENUE:

Date	Time	Venue	Trainers
16 July 2013	9.30 - 4.30	Widmore Centre	Sarah Turner & Lorraine Latteman
December 2013	9.30 - 4.30	Widmore Centre	
February 2014	9.30 - 4.30	Widmore Centre	



Group 4/5: Safeguarding Children and Young People: A Shared Responsibility (Advanced)

DURATION: Two-days

AIM: To enhance knowledge and skills and the ability to work together on the processes for safeguarding and promoting the welfare of children in complex and challenging situations.

TARGET GROUP 4 & 5: Those with a particular responsibility for safeguarding children. Staff within this group hold overall professional/organisational authority and a substantial degree of personal responsibility and autonomy to act on child welfare concerns.

This training aligns with : Level 4 & 5 (Safeguarding Children & Young People: Roles & Competences for Health Care Staff – Intercollegiate Document , 2010).

OUTCOMES: By the end of the training session training participants will be able to:

- demonstrate a highly developed awareness of their own roles and responsibilities, and those of others, in safeguarding and promoting the welfare of children during the assessment, planning, intervention and review processes;
- describe, and be able to advise others on, when and how to share information on a child about whom they have concerns, with due regard to consent and confidentiality;
- describe the factors that may inhibit the recognition of concerns;
- recognise the impact of anxiety on effective inter-agency working
- demonstrate skills in inter-agency communication and consultation to promote positive outcomes for children and their families in all circumstances, including those where there is a difference of opinion.
- understand any timescales set down in guidance that govern completion of actions pertaining to children;
- demonstrate capacity for analysis and professional judgment through explaining the purpose and rationale for decision making and helping others to analyse and evaluate concerns, information and assessments when contributing to inter-agency judgments and decision making.

PREREQUISITES: Basic Child Protection Training. E-Learning is available via the BSCB see page 9.

Refresher Training at least every 2 Years for Education Establishments Designated Child Protection and Safeguarding staff - 3 years for other Agencies

DATES, TIME & VENUE:

Date	Time	Venue	Trainers
7 & 8 May 2013	9.30 – 4.30	Widmore Centre	Rahana Hussain
3 & 4 July 2013	9.30 – 4.30	Widmore Centre	Rahana Hussain
9 & 10 September 2013	9.30 – 4.30	Widmore Centre	Rahana Hussain
6 & 7 November 2013	9.30 – 4.30	Widmore Centre	Rahana Hussain
15 & 16 January 2014	9.30 – 4.30	Widmore Centre	Rahana Hussain
4 & 5 March 2014	9.30 – 4.30	Widmore Centre	Rahana Hussain



Group 4/5 Refresher: Safeguarding Children and Young People (Advanced)

DURATION: One-day

AIM: To enhance and update knowledge and skills required to work with complex safeguarding issues.

TARGET GROUP 4 & 5: Those who have completed the 2 Day Advanced or equivalent course within the past 2/3 years and who have a particular responsibility for safeguarding children. Staff within this group will hold overall professional/organisational authority and a substantial degree of personal responsibility and autonomy to act on child welfare concerns, including those where a child is or may be suffering significant harm.

This training aligns with: Level 4 & 5 (Safeguarding Children & Young People: Roles & Competences for Health Care Staff – Intercollegiate Document, 2010).

OUTCOMES: By the end of the training session training participants will be able to:

- demonstrate an awareness of roles and responsibilities as they apply to safeguarding issues;
- understand the application of children protection procedures to safeguarding issues and
- update on systems needed for good practice.

PREREQUISITES: Has attended the Group 4, 2-day course within the last 2/3 years.

DATES, TIME & VENUE:

Date	Time	Venue	Trainers
6 June 2013	9.30 – 4.30	Widmore Centre	Rahana Hussain
8 October 2013	9.30 – 4.30	Widmore Centre	Rahana Hussain
4 December 2013	9.30 – 4.30	Widmore Centre	Rahana Hussain
10 March 2014	9.30 – 4.30	Widmore Centre	Rahana Hussain



Common Assessment Framework and Lead Professional Training (CAF)

DURATION: Half day

AIM: To understand the CAF and the role of the Lead Professional.

TARGET GROUP 3 & 4: Multi-agency training – for all staff who may need to complete common assessments or who need to have a working knowledge of the CAF.

CAF corresponds with Level 3, 4 and 5 (Safeguarding Children & Young People: Roles & Competences for health Care Staff – Intercollegiate Document, September 2010).

OUTCOMES: By the end of the training session training participants will be:

- able to understand the CAF and the role of the Lead Professional;
- able to complete an assessment and know how to seek consent from a family/young person;
- familiar with the CAF and relevant legislation;
- familiar with the role of the Lead Professional;
- aware of the process for undertaking a CAF within Bromley;
- able to confidently explain to a family the benefits of a CAF and
- familiar with the domains of the Common Assessment;
- able to understand where the CAF sits in relation to Bromley's Safeguarding Continuum of Need and Intervention

PRE-REQUISITES: Basic CP Training. E-learning is available from the BSCB see page 9 for access instructions.

DATES, TIME & VENUE:

Date	Time	Venue	Trainers
22 April 2013	9.30 – 12.30	Widmore Centre	Gill Downton
2 July 2013	9.30 – 12.30	Widmore Centre	Gill Downton
26 September 2013	9.30 – 12.30	Widmore Centre	Gill Downton
3 December 2013	9.30 – 12.30	Widmore Centre	Gill Downton
7 February 2014	9.30 – 12.30	Widmore Centre	Gill Downton



Refresher Common Assessment Framework and Lead Professional Training (CAF)

DURATION: 2 hours

AIM: To support those undertaking CAF assessments and acting in the role of Lead Professional to make the CAF process work for them and the families with whom they are engaged.

TARGET GROUP 3, 4 & 5: Those who work regularly with children and young people and adults who are parents/carers and those with a particular responsibility for safeguarding children.

This training aligns with Level 3, 4 & 5 (Safeguarding Children & Young People: Roles & Competences for health Care Staff – Intercollegiate Document, 2010)

OUTCOMES: By the end of the training session training participants will:

- have an enhanced knowledge of the CAF process and how it is working in Bromley
- will have a better understanding of what makes a good assessment
- will have a clear understanding of CAF thresholds

PREREQUISITES: To have attended CAF & Lead Professional course within the last 3 years.

DATES, TIME & VENUE:

Date	Time	Venue	Trainers
30 April 2013	9.30 – 11.30	Widmore Centre	Gill Downton
16 October 2013	9.30 – 11.30	Widmore Centre	Gill Downton
16 January 2014	9.30 – 11.30	Widmore Centre	Gill Downton
12 March 2014	9.30 – 11.30	Widmore Centre	Gill Downton



Working with the Common Assessment Framework: How to Chair Effective Team Around the Child Meetings

DURATION: Half-day

AIM: To enable participants to feel confident about Chairing Effective Team Around the Child Meetings as part of the CAF process.

TARGET GROUP 3, 4 & 5: Those who work regularly with children and young people and adults who are parents/carers and those with a particular responsibility for safeguarding children.

This training aligns with Level 3, 4 & 5 (Safeguarding Children & Young People: Roles & Competences for health Care Staff – Intercollegiate Document, 2010)

OUTCOMES: By the end of the training session training participants will:

- be confident about when to initiate a TAC
- be confident about the aims and purpose of the meeting
- be able to set the agenda for the meeting
- be confident in chairing the meeting

PREREQUISITES: To have attended CAF & Lead Professional course within the last 3 years.

DATES, TIME & VENUE:

Date	Time	Venue	Trainers
9 May 2013	9.30 – 12.30	Widmore Centre	Gill Downton
12 November 2013	9.30 – 12.30	Widmore Centre	Gill Downton



Group 2/3/4/5: Domestic Abuse & Safeguarding Children

DURATION: One-day

AIM: To develop the knowledge and skill to work with children and families at risk of domestic abuse, to make use of safeguarding frameworks and be confident in multi-agency work around domestic abuse.

TARGET GROUP 2/3/4/5: Those who are in regular contact or have intense but irregular contact with children, young people and/or parents/carer who may be in a position to identify concerns about maltreatment, including those that may arise from the use of the Common Assessment Framework (CAF). (Group 2)

Those who work predominantly with children, young people and/or their parents/carers and who could potentially contribute to assessing, planning intervening and reviewing the needs of a child and parenting capacity where there are safeguarding concerns to identify when there is a concern about the welfare of a child. (Group 3)

Those with particular responsibilities in relation to undertaking Section 47 enquiries including professionals from health, education, police and children's social care; those who work with complex cases and social work staff responsible for co-ordinating assessments of children in need. (Group 4)

Professional advisers, designated, named and lead professionals and those with managerial responsibility at an operational level such as recruitment of staff, team management and decision making. (Group 5)

The main focus of the training will be for those working directly with children or families, or for those supervising front-line staff.

This training aligns with: Level 3 (Safeguarding Children & Young People: Roles & Competences for Health Care Staff – Intercollegiate Document, 2010).

OUTCOMES: By the end of the training session training participants will:

- Be aware of the situation in Bromley regarding domestic abuse and child protection
- Understand and be confident in applying the London procedures on domestic abuse
- Assess risk of harm to children using the Barnardos Risk assessment matrix which has been adopted by the BSCB and therefore by all agencies in Bromley
- Know how to raise concerns if they are worried about a child
- Know how to protect children through awareness of safety planning with a child, young person or their family.
- Be able to escalate concerns if they are unhappy with a response from another agency
- Know about services available in relation to domestic abuse.

PREREQUISITES: Attendees must have completed a general domestic abuse awareness training within the previous three years, or have completed the domestic abuse e-learning module see page 9

Refresher Training: at least every three years

DATES, TIME & VENUE:

Date	Time	Venue	Trainers
22 May 2013	9.30 – 4.30	Widmore Centre	Clare Elcombe
27 February 2014	9:30 – 4:30	Widmore Centre	Clare Elcombe



Strengthening Families: Signs of Safety

DURATION: Two days

AIM: To understand the origins, principles and key component features of Signs of Safety and how it will be used in Bromley to introduce the 'Strengthening Families' model of child protection conferences.

TARGET GROUP ALL:

OUTCOMES; By the end of the training session participants will have:

- To reflect on, recognize and celebrate existing best practice and see how Solutions-Focus and signs of safety approaches will build on, not replace it;
- To understand what a solution-focused approach is, its origins, key principles and link to signs of safety principles and practice;
- To understand the key tools of solution-focused practice and have an opportunity to practice them in a safe environment
- to support staff in changing the way they work to incorporate the new model

PREREQUISITES: To have undertaken Group 3 training.

DATES, TIME & VENUE:

Date	Time	Venue	Trainers
25 & 26 June 2013	9.30 - 4.30	Widmore Centre	Damien Griffiths
12 & 13 February 2014	9.30 - 4.30	Widmore Centre	Damien Griffiths



Safeguarding Young People from Sexual Exploitation

DURATION: One Day

AIM: To develop knowledge, awareness of the sexual exploitation of children and young people in relation to safeguarding.

TARGET GROUP 3, 4 & 5: This course is aimed at those who work predominantly with children young people, their parents/carers, including health clinical staff, voluntary and community workers, those in housing, probation, education, who may be in a position to identify concerns about abuse.

This training aligns with Level 3, 4 & 5 (Safeguarding Children & Young People: Roles & Competences for Health Care Staff – Intercollegiate Document, 2010)

OUTCOMES: By the end of the training session training participants will have:

- Developed an understanding of the nature of sexual exploitation by identifying the vulnerability factors and risk indicators.
- Understand key terminology in relation to work on sexual exploitation and gain awareness that sexual exploitation can affect boys and girls and young people from all social and ethnic groups.
- Explore the main themes that cover the grooming process, power and control in abusive relationships, keeping safe and the law with young people regarding sex and relationships.
- Develop strategies to increase confidence in direct work with young people regarding sexual exploitation.
- Gain a basic knowledge about assessing risk in children and young people who are suspected of being at risk of child sexual exploitation

- Developed a basic understanding of the Bromley Strategy on Safeguarding Children and Young People at Risk of Harm through Child Sexual Exploitation

PREREQUISITES: Basic CP Training and acquainted with 'What to Do' and Assessment Framework.

DATES, TIME & VENUE:

Date	Time	Venue	Trainers
14 May 2013	9:30 to 4:30	Widmore Centre	Barnardos
24 September 2013	9:30 to 4:30	Widmore Centre	Barnardos
4 February 2014	9:30 to 4:30	Widmore Centre	Barnardos



The Impact of Parental Mental Health on Children and Young People

DURATION: Half-day

AIM: To develop knowledge and skills for safeguarding children whose parents have mental illness.

TARGET GROUP 3, 4 & 5: This course is aimed at those who work predominantly with children young people, their parents/carer, including health clinical staff, who may be in a position to identify concerns about maltreatment, including those that arise from the use of the CAF.

This training aligns with Level 3, 4 & 5 (Safeguarding Children & Young People : Roles & Competences for Health Care Staff – Intercollegiate Document , 2010)

OUTCOMES: By the end of the training session training participants would have:

- explored how mental illness can affect parenting capacity and children’s development;
- examined their own practice of assessing risk to children whose parents experience mental ill-health and
- discussed how professionals from adult and children’s services can work together to ensure the best outcomes for children affected by parental mental ill health.

PREREQUISITES: Basic CP Training and acquainted with ‘What to Do’ and Assessment Framework.

DATES, TIME & VENUE:

Date	Time	Venue	Trainers
18 April 2013	9.30 – 12.30	Widmore Centre	Susan Webb
12 November 2013	1.30 – 4.30	Widmore Centre	Susan Webb



Parental Substance Misuse and Safeguarding Children

DURATION: One day

AIM: To develop knowledge and skills for safeguarding children whose parents misuse alcohol and drugs.

TARGET GROUP 3, 4 & 5: This course is aimed at those who work predominantly with children young people and their parents/carer, including health clinical staff, community providers, police and probation, who may be in a position to identify concerns about child maltreatment,

This training aligns with Level 3, 4 & 5 (Safeguarding Children & Young People: Roles & Competences for Health Care Staff – Intercollegiate Document , 2010)

OUTCOMES: By the end of the training session training participants would have:

- examined how substance misuse can affect parenting capacity and key stages of a child's development;
- considered trends from research and learning from Serious Case Reviews;
- explored the process of assessing risk and examine thresholds for intervention
- awareness of local services and referral pathways

PREREQUISITES: Basic CP Training and acquainted with 'What to Do' and Assessment Framework. E- Learning available via BSCB see page 9 for access instructions.

DATES, TIME & VENUE:

Date	Time	Venue	Trainers
9 July 2013	9.30 – 4.30	Widmore Centre	Jane Walker
9 December 2013	9.30 – 4.30	Widmore Centre	Jane Walker



Safeguarding Children in whom Illness is Fabricated or Induced

DURATION: One-day

AIM: To increase participants' understanding of fabricated or induced illness and recognition of good practice in this area.

TARGET GROUP 3, 4 & 5: This course is aimed at those who work predominantly with children young people, their parents/carer, including health clinical staff, who may be in a position to identify concerns about maltreatment. Those with responsibility for section 47 enquiries, those who work with complex cases and social work staff co-ordinating assessments. Lead, named and designated professionals.

This training corresponds with: Level 3, 4 & 5 (Safeguarding Children & Young People : Roles & Competences for Health Care Staff – Intercollegiate Document , 2010)

OUTCOMES: By the end of the training session training participants will be aware of:

- what constitutes fabricated or induced illness;
- their responsibilities regarding fabricated or induced illness;
- the challenges and complexities of working with families where there is suspected fabricated or induced illness and
- what to do when there is a case of fabricated or induced illness.

PREREQUISITES: To have attended Group 3 / Group 4 (Safeguarding Children: A Shared Responsibility)

DATE, TIME & VENUE

Date	Time	Venue	Trainers
9 January 2014	9.30 – 4.30	Widmore Centre	Dr Adeoye



Black and Minority Ethnic Families and Child Protection

DURATION: One-day

AIM: To increase the level of knowledge and confidence of practitioners when working with children and their families from black and minority ethnic backgrounds when there are child concerns about a child's welfare

TARGET GROUP 3, 4 & 5: All those who work predominantly with children young people, their parents/carer, including health clinical staff, who may be in a position to identify concerns around maltreatment or harm. Those with particular responsibility for undertaking section 47 enquiries, and those who work with complex cases and social work staff in the co-ordination of assessments of children in need. For named and lead professionals in safeguarding

This training corresponds with Level 3, 4, &5 (Safeguarding Children & Young People : Roles & Competences for health Care Staff – Intercollegiate Document 2010)

OUTCOMES: The training session will cover

- The extent and ways in which culture and issues of language, religion and ethnicity need to be considered when there are concerns about a child or young person
- An exploration of the meaning of different “cultural practices” in parenting and their relevance when assessing whether there is risk of harm to a child
- The extent and reasons why children from Black and minority ethnic groups are over-represented in the child protection system
- The meaning of “culturally competent “ practice in child protection work
- The implications for practitioners of working cross culturally (and with “sameness”) in child protection
- Features of good partnership practice with families, including the use of interpreters in children protection

PREREQUISITES: Have attended Group 3 or 4 (Safeguarding Children: A Shared Responsibility) training within past 3 years.

DATES, TIME & VENUE:

Date	Time	Venue	Trainers
19 November 2013	9.30 – 4..30	Widmore Centre	James Blewett



Working with Perpetrators of Domestic Abuse

DURATION: Half-day

Aim: This half day workshop would seek to develop both the knowledge of and skills of practitioners when working with perpetrators of domestic abuse

TARGET GROUP 3, 4 and 5: This course is aimed at all those who work predominantly with children and young people and perpetrators of domestic abuse, including police; probation, youth justice; education staff, housing officers, voluntary and community workers, professionals working in the judiciary and court services and faith communities and their members:

This training corresponds with: Level 3, 4 &, 5 (Safeguarding Children & Young People : Roles & Competences for health Care Staff – Intercollegiate Document, September 2010)

OUTCOMES: The training session will cover:

- Assessment issues that need to be considered when working with perpetrators of domestic abuse, in particular the impact on children and young people of domestic abuse
- While recognising that not all perpetrators are men the majority are and therefore the workshop will consider fathering in the context of domestic abuse
- Safety factors for women and their children when working with perpetrators of domestic abuse
- Some of the strategies that perpetrators use to deflect professionals and how these can be managed
- Effective Interventions that can be used with perpetrators of domestic abuse, including how multi agency working
- Equalities issues, including working with same sex relationships and female perpetrators in situations of domestic abuse

PREREQUISITES: to have undertaken the BSCB e-learning course see page 9, or to have attended at least Group 3 (Safeguarding Children: A Shared Responsibility) or an equivalent multi-agency course in another Borough.

DATE, TIME & VENUE

Date	Time	Venue	Trainers
7 October 2013	9.30 – 12.30	Widmore Centre	James Blewett



Safeguarding Disabled Children: Protecting our most Vulnerable Children

DURATION: One day

AIM: To provide knowledge and improve confidence in protecting disabled children from harm or abuse. To explore working together effectively to promote their welfare and safety

TARGET GROUP 3, 4, & 5: Those who work regularly with children and young people and those with a particular responsibility for safeguarding children. In particular, health professionals, social workers, borough police and CAIT, voluntary and community organisation staff, education staff.

This training aligns with Level 3, 4, & 5 (Safeguarding Children & Young People : Roles & Competences for Health Care Staff – Intercollegiate Document, September 2010)

OUTCOMES:

- Identify the barriers to safeguarding disabled children
- What makes disabled children and young people more vulnerable to abuse;
- Recognise the impact of abuse on the disabled child's and young person's development;
- Understand the specific difficulties that children and young people with disabilities may have in communicating what they are experiencing.
- Assessing risk when protecting disabled children and young people from harm.

PREREQUISITES: Basic Child Protection Training. Available via BSCB e-learning course see page 9 for access instructions.

DATE, TIME & VENUE

Date	Time	Venue	Trainers
7 June 2013	9.30 – 4.30	Widmore Centre	Sujata Sharma Dawn Haughton
6 December 2013	9.30 - 4.30	Widmore Centre	Sujata Sharma Dawn Haughton



Engaging Hard to Reach Families

Duration: Half-day

AIM: To explore some of the issues that present for professionals working together with a difficult to engage family and identify practices that will enable and support the relationships with both families and other professionals.

TARGET GROUP 3, 4 and 5: Those who work regularly with children and young people and those with a particular responsibility for safeguarding children. In particular, social workers from referral and assessment teams, borough police and CAIT, health professionals, voluntary and community organisation staff, education staff.

This training aligns with Level 3, 4 & 5 (Safeguarding Children & Young People: Roles & Competences for health Care Staff – Intercollegiate Document , 2010)

OUTCOMES: By the end of the training session training participants will:

- Be able to identify difficult to engage families;
- Learn how to communicate effectively with other professionals when dealing with concerns raised by these families;
- Identify joint working practices which will safeguard children in these families.

PREREQUISITES: To have attended Safeguarding Children: A Shared Responsibility Advanced or an equivalent multi-agency course in another Borough.

DATE, TIME & VENUE

Date	Time	Venue	Trainers
22 October 2013	9.30 – 12.30	Widmore Centre	Susan Webb



Safeguarding Course Application Form

April 2013 - March 2014



To be completed by the Applicant

PLEASE USE BLOCK CAPITALS

Please select sector type:	
Course Name:	
Preferred Date:	
Applicant Personal Details	
Surname:	Title:
First Name(s)	Sex: Please select
Disability and details of any special requirements:	
Applicant's Contact Address (Work or Home):	
Applicant's Contact Details:	Mobile Number: Home/Office Number E-mail Address

Name of Organisation:	
Job Title:	
Division:	Team:
Child Protection Lead: Please select	
Please tick to confirm you have completed your agency's Child Protection Training and include date of your training if known. (Please note - you must complete this training before applying for a place on a BSCB Course.)	Date Training Completed:
Name of Line Manager:	Cost Code:
Contact Details for Line Manager (phone, e-mail and address of organisation):	



Sector (please note - this information is essential):	
Education:	Please select sector type:
Early Years Community:	Please select sector type:
London Borough of Bromley: Employee No:	Please select sector type:
Private/ Commercial Providers:	Please select sector type:
Voluntary/Community Sector:	Please select sector type:
Health:	Please select sector type:
Justice:	Please select sector type:
Other (please state):	

IMPORTANT INFORMATION – please read before signing and returning this form:

- If you are allocated a place on the course of your choice, you will receive a letter of confirmation sent to the address you have specified above.
- If there are no places available, you will be notified accordingly and placed on a waiting list.
- Most of our courses are oversubscribed and therefore if you need to cancel your place, please ensure that you give us 2 working days' notice in writing (letter or e-mail) so that we can allocate your place to someone else. If you fail to do this, your setting will be charged £100 per day.
- Delegates need to be aware that they should arrive 15 minutes before the start time for registration and that there will be no admittance after 15 minutes of the start time.
- You agree to complete any pre-course work before attending this course if required.
- You agree to complete pre and post evaluation reports as requested for this course.
- Your Manager has agreed that you can attend this training course.

Applicant's Signature

Date:

Please return the completed application form to:
Workforce Development (Safeguarding), E91 East Wing, Civic Centre,
Stockwell Close, Bromley, BR1 3UH
Fax: 020 8313 4241 Tel: 020 8461 7799
Email: safeguarding.training@bromley.gov.uk



Child Protection Courses Provided by Other Agencies

**These are not BSCB courses.
See individual course details for booking
information**



NSCL SAFER RECRUITMENT WORKSHOP

As soon as more information is available, you will be notified.

NSCL Safer Recruitment Workshop

Booking Form: April 2013 – March 2014			
TO BE COMPLETED BY APPLICANT (all sections must be completed fully or the form will not be processed)			
Course Code		Course Date	TBC
Title: Mr/Mrs/Ms/Miss/Dr	First Name:	Surname:	
Gender: (male/female)	Job Title:	Child Protection Lead:	
		Yes/No	
Organisation:		Sector:	
		INDEP/STAT/VOL	
Address for Invoice:		Department and / or Team	
Town:	Postcode:	Telephone Number:	
Email Address:		Fax Number:	
Do you have a Disability? If YES please explain			

TO BE COMPLETED BY APPLICANT'S LINE MANAGER	
Manager's Name	Manager's Signature
Telephone No./EXT:	Date:

LM203-208	NSCL Safer Recruitment Workshop	Multi-agency training for all staff who are involved in recruitment
Description: This one-day multi agency workshop focuses on the good practices that should be adopted when recruiting and selecting adults to work with children. This workshop is offered as an alternative to the NCSL online training. A questionnaire assessment is included and successful participants receive a certificate.		Objectives: You will: <ul style="list-style-type: none"> ▪ develop procedures and strategies to help those involved in the recruitment process to deter, identify and reject applicants who are unsuitable to work with children; ▪ strengthen safeguards for children by helping to deter and prevent abuse; ▪ create an environment where everyone is able to raise concerns about poor or unsafe practice and share and compare current approaches to safer recruitment leading to a safer culture.
Costs: £150 per delegate (except delegates from schools which subscribe to the EDC entitlement package – no charge)		



CHILD PROTECTION TRAINING PATHWAY

SINGLE AGENCY BASIC CHILD PROTECTION TRAINING.

All agencies/organisations have a responsibility to provide basic child protection training for appropriate staff. The BSCB agreed 5 core elements which ought to be covered by this training.

Aim: To recognise and respond appropriately to a child in need.

Content:

- Sign and symptoms of abuse
- Categories of abuse
- Normal child development
- Basic safe practice
- Key guidance and legislation
- How to make a referral
- Importance of Inter-agency working

Target Group: Working Together 2010 Groups 1 & 2.
Intercollegiate Document for health Level 1 & 2

MULTI-AGENCY-SAFEGUARDING CHILDREN A SHARED RESPONSIBILITY (NATIONAL PROGRAMME)

Aim: To examine and understand what constitutes safeguarding and working together.

Target Group

All staff that come into contact or work directly with children and families or adults who are parents/carers. The course is divided into groups to meet the different training needs of various target groups. Training Groups 3 and 4. Intercollegiate Document for health Level 3 and 4

Entrance Requirements: in-house / BSCB e-learning basic child protection course. Groups 3 & 4 also need knowledge of the Assessment Framework.

MULTI-AGENCY SPECIALIST CHILD PROTECTION: COURSES

Aim: To update or explore in more depth a particular area of child protection to enhance competence and capacity to work together with other agencies.

Target Group

Specific courses that are primarily aimed at Training Groups 3 and above. Intercollegiate Document for health Level 3 and above

Entrance Requirements: To have attended Safeguarding Children A shared responsibility

SINGLE AGENCY PARTICULAR PRACTICE CHILD PROTECTION COURSES

Aim: To cover particular practice areas specific to the agency's staff child protection role and responsibilities.

Target Group

Agency/ Staff Specific

Entrance Requirements: in house child protection course/ BSCB e-learning.

SINGLE AGENCY SPECIALIST CHILD PROTECTION COURSES

Aim: To update or explore in more depth a particular subject/practice areas, to enhance knowledge or competence in this area.

Target Group

Agency/ Staff Specific

Entrance Requirements: Attended relevant particular practice course.

**STEP 1
BASIC LEVEL**

**STEP 2
INTERMEDIATE LEVEL**

**STEP 3
SPECIALIST LEVEL**