



Oxfordshire Safeguarding Children Board

2010-2011 Training Brochure

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Welcome from OSCB Inter-Agency Training Co-ordinator

Despite 2009 – 2010 being a challenging year I am pleased to say these challenges were successfully managed and were ultimately done so via effective and efficient working together between the OSCB Training Project and its Partner Agencies/Pool Members. I would like to take this opportunity to thank all who have assisted the training project in meeting its and partner agencies safeguarding objectives, thank you.

During 2009 – 2010 we accommodated a higher increase in registration for training and nearly doubled our projected amount of courses. We were also able to continue introducing new courses and I am pleased to demonstrate the continuation of this into our 2010-2011 Training Programme with courses such as below being introduced –

- Anti-bullying
- Child Protection Case Conferences including Legal Aspects
- Child Protection Core Groups
- Continuation of Outcomes from Serious Case Reviews
- E-learning Domestic Abuse in partnership with Oxfordshire Reducing the Risk
- E-learning Introductory to Safeguarding
- Neglect
- Sexual Abuse
- Working with Difficult, Dangerous and Evasive Individuals

2010-2011 will continue to see the Safeguarding Programme of Introductory; Generalist and Specialist Safeguarding levels being offered via the OSCB Training Project. For 2010-2011 we are requesting delegates complete the E-learning Introductory to Safeguarding course as prior learning for OSCB Courses (excluding Generalist and Refresher Safeguarding courses). Alternative training recognised by the OSCB offered via our partner agencies may also be recognised saving duplication for delegates, however, if the training undertaken is not OSCB recognised the E-learning course would be advocated.

I am also pleased to announce 2010-2011 will see the introduction of our newly revised website allowing for a much more informative and supporting registering/booking process. All course details are provided including course specifications; course dates/venues and number of spaces available; 'reserve me' spaces will also be available for those courses already full. Members will not only automatic acknowledgement of their booking but also further confirmation/notification 10 days and 3 days prior to course date. Please note to assist in more effective use of all resources 2010-2011 will be seeing an introduction of charges for late cancellations and/or failure of attendance, further details on course charges can be found under the 'charges' section of this training brochure.

The OSCB Training Project are pleased to offer Oxfordshire's workforce an increased and varied 2010-2011 Training Programme covering main and specific multi-agency safeguarding courses. We trust you will find all information you require in this training brochure and via our website www.oscb.org.uk However, if you do require further information or need any assistance please do not hesitate to contact us – 01865 815843

Kind regards

KDickinson

Kim Dickinson
OSCB Training Co-ordinator

General Information

OSCB Training Sub Group

Ensures the OSCB is meeting its objectives in ensuring single and multi-agency training on safeguarding and promoting the welfare of children. They set priorities for the provision and development of training, linked to workforce strategies and assures the quality of training provided. Is formed via multi-agency representation and is the strategic aspect with the OSCB Working Group and Training Project being the operational. The Training Pool is represented on the TSG via the Inter-Agency Training Co-ordinator.

OSCB Quality Assurance Group

This is a sub group of multi-agency professionals who are members of the OSCB TSG and in the majority the OSCB Training Pool. They manage operational aspects to be carried forward via the TSG and/or Training Pool. Areas this group focus on are comprising/evaluating course material, commissioning/implementing and monitoring training resources and identifying/planning training priorities.

OSCB Training Pool

Currently at a membership of approximately 70 including representation such as PCT Named Nurses; Police Officers; Designated Teachers; Children Young People and Families (CYP&F) Safer Schools Team; Social Workers; Voluntary sector representation; Substance Misuse Practitioners; Domestic Violence Co-ordinators; Independent Chairs and many more valued representatives of all sectors across all working levels. In addition to Training Pool members, external trainers/speakers may be invited to certain events where specialist knowledge or experience would enhance the learning opportunities.

Unless already accredited all pool members under the OSCB Trainer for Trainer course ensuring quality and consistency. Material is based against and meets NCfE accredited criteria and the project is seeking accreditation for this course. An Induction to the OSCB Training Pool ensures members are fully supported by the training co-ordinator and developed in their safeguarding subject knowledge. This is further supported via regular planning meetings and professional development briefings/opportunities.

Pool memberships benefits the individual and ultimately their organisation via the below -

- Provision of training material used/supported by the OSCB Project (guidance of use applicable)
- Networking Opportunities with key sector representatives
- Free Development courses (accredited were possible) i.e. Trainer for Trainer, Equality & Diversity Distance Learning, etc
- Briefing events on relevant sector/safeguarding aspects
- Weekly 'Oxfordshire Information Bulletin' – based on NSPCC CASPAR Bulletin providing information on relevant sector, government and legislation, etc updates.
- Free access to reference and training resources which for agencies to purchase can be costly

If you are interested in joining our Pool, then we would be delighted to hear from you. Please contact the OSCB Training Project on 01865 815843.

Anti-Oppressive Practice and Valuing Diversity

We are committed to valuing diversity and securing equal opportunities in the provision of our training. We recognise and welcome the diversity of Oxfordshire and oppose discrimination and oppression on any basis including age; race; ethnic and national origin; religion; gender; sexual orientation; disability and learning ability. We endeavour to promote anti-oppressive practice and welcome feedback to help with the continuing review of our policies and activities. Wherever possible the project will use fully accessible venues and learning materials and aim to meet any other individual requirements.

In order to be successful in its objectives multi-agency training needs to and should challenge sector/agency barriers and/or misconceptions. The OSCB Training Project will not accept for any

reason participants being made to feel uncomfortable or 'targeted'. Any multi-agency dynamics will be addressed positively and professionally with respect to agencies and participant representatives.

Data Protection

Under Data Protection legislation we are required to inform individuals about the information we hold about them. We keep names and contact details on a computerised database for the purposes of training course management, monitoring sector training achievements/requirements and any other purposes relevant to training and/or sector requirements. Details held are those provided by participants via their application forms.

All data is stored electronically and can be stored for a minimum of a 6 year period to meet some sector training refreshment criteria of every 3 years. This is due inspection criteria for which records can be called upon and to assist in the monitoring of initial and refresher training achievements/requirements.

If you change your address or contact details please inform the project so we can ensure you receive details about any courses you are registered for and/or any future courses which you may be interested in.

Training Principles

We seek to ensure our training from planning, delivery and evaluation is based on sound principles and standards. Specifically, the training will seek to:

- Reflect the welfare of the child is paramount, is child centred and promotes child rights
- Encompass anti-oppressive practice and challenge discrimination on any grounds. Inclusion will be advocated with a respect for diversity and inclusive of the wide range of individuals and organisations with responsibilities for safeguarding and promoting the well being of all children
- Validate inter-agency working and reach a wide inter-agency audience promoting partnership working including inter-agency collaboration, placing value on people working collaboratively, bringing people together in ways that mirror diversity of practice networks engaged with children and their families
- Relate clearly to legislation, local policy and procedures
- Promote best practice and personal development including promoting working in partnership with parents/carers and recognising families strengths in responding to the needs of their children
- Accommodate adult learning styles
- Respond to local needs and be subject to evaluation and review.

(based on '*Sustaining Quality: Standards for Inter-agency child protection training and development*', Revised edition 2003, 'PIAT' ('Promoting Inter-Agency Training' group)).

Course Information

Access to Training

Oxfordshire is not unique in Safeguarding training being high in demand and with limited resources affecting its supply. If participants serve Oxfordshire via a direct Oxfordshire post or their role encompasses Oxfordshire as an area, our training would be applicable for you. For professionals outside of this brief would have to contact their Local Safeguarding Children Board to access training.

Our training is offered district wide and on a variety of days. We aim to promote equality of access and this is a priority when securing venues/facilities however we are dependent on availability of venues which on some occasions can be limited in access. Participants with specific requirements are advised to contact the project and/or note requirements on their application and we will assist in accommodating your needs.

For 2010-2011 we are requesting delegates complete the E-learning Introductory to Safeguarding course as prior learning for OSCB Courses (excluding Generalist and Refresher Safeguarding courses). Alternative training recognised by the OSCB offered via our partner agencies may also be recognised

saving duplication for delegates, however, if the training undertaken is not OSCB recognised the E-learning course would be advocated.

Registering for a Course

Applications should be made online via OSCB website www.oscb.org.uk, courses are often over-subscribed, so we advise you apply as soon as possible. If you do not have access to the internet you can also apply by post, simply print out or copy the application form and equal opportunities form enclosed within this brochure (all contact details at the front of the brochure). **We do not take telephone bookings**

All training is multi-agency and whilst delegates may apply for courses the OSCB do reserve the right to managing course registrations to ensure optimal professional mix rather than a 'first come, first served' basis. Generally courses will offer from 20-30 places, however, for Generalist and Specialist Safeguarding courses we do also offer larger scale inter-active briefing/training events (same material just adapted for audience size) and these events offer up to 60 places.

With the new OSCB Website members should receive email notification of receipt of their booking; confirmation of their space (as close to a course becoming full our Admin aim to send out this confirmation); confirmation a further 10 and 3 days prior to course date. With confirmation being via e-mail it is vital members put the correct email address on their application form.

NB If your contact details change between registering and the course date, please inform the project, as we may need to inform you of course cancellations.

All attendees will be required to sign-in, will receive course packs (designed to also serve as reference material), certificates of attendance (participants who do not complete whole training events may not be provided with a certificate). Participant registers may be passed to agencies for internal training monitoring purposes and TSG are informed of agency representation on courses. Line Managers of any members who are registered and cancel and/or fail to attend may be notified. Please note 2010-2011 will see the OSCB Training Programme introducing charges for late cancellations and/or failure to attend.

Cancellations and Charges

From 1st April 2010 the OSCB Training Project will be introducing charges for late cancellations and/or failure(s) to attend.

Cancellations within less than 10 working days notice of the course date may incur a charge of £50.00. All cancellations must be acknowledged by the OSCB Training Project for notification to be accepted.

Failure to attend and/or if the project fails to receive any cancellation details delegates may incur a charge of £100.00

Only in exceptional circumstances (as determined by the Training Project) will charges be waived. Cancellations relating to sickness would have to be verified by Line Managers. Notification of cancellations are only valid when within agreed timescales and acknowledged by the OSBC Training Project.

In-House Training Requests

All OSCB resources are allocated to our training brochure however, if agencies wish to have this training provided internally the following options are available.

- Enrol a staff member onto FREE OSCB Training Pool were they will be trained in facilitation skills and safeguarding material (which will be provided via the project) to empower them to be able to deliver this material qualitatively.
- Contact OSCB Training Project to be signposted to FREE accredited distance learning courses offered via Further Education providers.
- Forward training requests to OSCB Training Co-ordinator who can signpost to qualitative trainers who offer training on a freelance basis using OSCB material, all costs to be negotiated between agencies and trainers directly.

The project has no responsibility in the training requirements confirmed or delivered via freelance requests and our involvement is that of a signposting service.

Training Programme

The focus of Inter-agency training is '*Working Together to Safeguard and Promote the Welfare of Children*'. All courses are delivered in an interactive and supportive learning environment. Delegates are actively encouraged to appropriately participate in discussion and share their knowledge and experience with colleagues from partner agencies.

Our Training Strategy is guided by the OSCB Training Sub Group; case review implications; Government guidance and a local needs analysis. We fully recognise there are many training needs with very high demands and the Training Strategy is matched to those we are able to meet with current resources. All our courses are regularly evaluated via feedback gathered from candidates and trainers as well as legislation and case review updates.

Training Audiences

If you have any queries about the suitability of a particular course, or would like to discuss your application or learning needs in any way, please contact the Training Project on 01865 841030.

Introductory E-learning course - For staff who have limited contact with children/young people and their families, who have no case responsibilities but who need some awareness to safeguarding due to the settings and/or client base of their organisation/service. It is also suitable for delegates who are new to Oxfordshire but who have previously completed safeguarding training but require training from their new employer covering the Oxfordshire safeguarding dynamics.

For 2010-2011 we are requesting delegates complete the E-learning Introductory to Safeguarding course as prior learning for OSCB Courses (excluding Generalist and Refresher Safeguarding courses). Alternative training recognised by the OSCB offered via our partner agencies may also be recognised saving duplication for delegates, however, if the training undertaken is not OSCB recognised the E-learning course would be advocated.

Generalist Safeguarding Course - This course does not require any prior learning and has been designed for participants who work with children/young people or their families for approximately 3 days a month or more.

Refresher (Generalist) – For delegates at their 2/3 year refresher stage; who have previously undertaken the Generalist course or its predecessor Group B/equivalent via organisation internal training.

(No immediate prior learning is applicable for either Generalist and/or Generalist Refresher e.g. e-learning course, etc)

Specialist Safeguarding Course – This course does not require any prior learning and is designed to serve Oxfordshire's workforce who work with children, young people, families or carers and who are

lead/designated/named members for their organisation or have a specific safeguarding responsibility within their job role.

Refresher (Specialist) – For delegates at their 2/3 year refresher stage and who have previously undertaken the Specialist or its predecessor Group C training in full. **(No immediate prior learning is applicable e.g. e-learning course, etc)**

Outcomes from Serious Case Reviews (SCRs) – A 3 hour interactive briefing on outcomes from Serious Case Reviews considering both local and national perspectives and advocated safeguarding outcomes. Training for staff with specific responsibilities to safeguarding children/young people within their role and/or are lead/designated professional for their organisation/setting. However, participants **MUST** have previously completed a Specialist Safeguarding/Group C Safeguarding course in the previous 4 years. Participant's mandatory training must have an Update/ refresher course requirement, please note this would not meet Educational sector staff 'refresher course' requirements.

Specific Courses – Designed for delegates who have an interest or wish to increase their awareness to safeguarding in these specific areas due to either their client base, potential client base and/or the sector in which they work. Prior safeguarding learning relevant to delegates levels of responsibility would be applicable for these courses.



Oxfordshire Safeguarding Children Board

OSBC TRAINING PROJECT APPLICATION FORM

1 Application per person and course please.

COURSE TITLE:

COURSE DATE(S):

Name:

.....

Job Title:

.....

Organisation/Agency:

.....

Sector (i.e. Probation, etc)

.....

WORK TEL. NO:

E-MAIL:

Short Notice contact telephone/mobile:

.....

(This should be different to above and applicable to if we have to contact you on the day of the training)

Line Managers Name:

.....

Line Managers Work Tel. No:

.....

Line Managers E-MAIL:

.....

Do you have any special requirements/needs to enable you to benefit fully from this course?

Dietary Requirements

(applicable if refreshments are being provided)

Literacy Needs

Visual/Hearing Needs

Interpreter

If Yes, Please give details -.....

.....

I confirm I have undertaken the OSCB E-learning Introductory course or equivalent offered via OSCB Partner agency (not applicable for Generalist or Refresher Courses). For Refresher courses I confirm I have previously undertaken this training in full.

Yes

Course Title

Approx Date Completed

Applicants Signature: Date:

PLEASE NOTE:

- Cancellations less than 10 working days may incur a £50 charge, cancellations must be acknowledged by the Training Project. Non-attendance at training without any correspondence to the Training Project may result in charges of £100.
- Signature (including electronic names) by the applicant and their Line Manager is a statement of intent of attending the training for the full duration and consent to the information provided being stored on a database to record and report attendance.
- Without Line Manager details your application may not be processed.
- Participants who secure a space on training will receive e-mailed confirmation providing all details on courses/venues.
- If the course is over-subscribed and/or cancelled and delegates have been unsuccessful on their initial request they will be offered a space on the next available course.

Only members who have secured a place on courses will receive confirmation.

Project Administrator,
OSCB Inter-agency Training Project
CYP&F Directorate,
Oxfordshire County Council,
County Hall,
New Road
Oxford
OX1 1ND
Tel: 01865 328562 Website: www.oscb.org.uk

2010 - 2011 OSCB Training Programme

April 2010				
Day	Date	Course	Course Length	M D
Tuesday & Wednesday	20 th & 21 st April	Trainer for Trainer	Full Day	8
Friday	23 rd April	Generalist Safeguarding	AM – 9.30-12.30pm PM – 1.30-4.30pm	3
Wednesday	28 th April	Specialist Safeguarding	Full Day	6
Thursday	29 th April	Reconstruct Trainer for Trainer – Sexual Abuse	Full Day	1
Friday	30 th April	Specialist Safeguarding	Full day	3
May 2010				
Day	Date	Course	Course Length	M D
Thursday	6 th May	Specialist Refresher Safeguarding	AM – 9.30-12.30pm PM – 1.30-4.30pm	3
Wednesday	12 th May	Generalist Safeguarding	AM – 9.30-12.30pm PM – 1.30-4.30pm	3
Friday	14 th May	Reconstruct Trainer for Trainer – Difficult & Dangerous	Full Day	1
Tuesday	18 th May	DA Awareness	Full day	2
Friday	21 st May	DA & Children	Full day	2
Tuesday	25 th May	Specialist Safeguarding	Full day	3
Friday	28 th May	Child Protection Case Conferences	Full Day	2
Friday	28 th May	Core Groups and Legal aspects	Full Day	2
June 2010				
Day	Date	Course	Course Length	M D
Tuesday	8 th June	Generalist Safeguarding	AM – 9.30-12.30pm	3
Tuesday	8 th June	Generalist Refresher Safeguarding	PM – 1.30-4.30pm	3
Thursday	10 th June	Substance Misuse & Parenting	Full Day	2
Friday	11 th June	Specialist Safeguarding Lrg	Full day	6
Wednesday & Thursday	16 th & 17 th June	Trainer for Trainer	Full day	8
Monday	21 st June	Difficult, Dangerous & Evasive	Full Day	2
Monday	21 st June	Specialist Safeguarding	Full day	3
Friday	25 th June	Specialist Refresher Safeguarding	AM – 9.30-12.30pm	3

Friday	25 th June	Outcomes from Serious Case Reviews	PM – 1.30-4.30pm	3
Wednesday	30 th June	Safeguarding Children with Disabilities	Full Day	2
July 2010				
Day	Date	Course	Course Length	N D
Friday	9 th July	DA Awareness	Full Day	2
Thursday	8 th July	Generalist Safeguarding	AM – 9.30-12.30pm	6
Monday	12 th July	Sexual Abuse	Full day	2
Friday	16 th July	DA & Children	Full day	2
Wednesday	21 st July	Specialist Safeguarding	Full day	3

September 2010				
Day	Date	Course	Course Length	N D
Friday	3 rd September	Specialist Refresher	AM – 9.30-12.30pm PM – 1.30-4.30p	3
Wednesday	8 th September	Neglect	Full day	3
Friday	10 th September	Generalist Safeguarding	AM – 9.30-12.30 PM – 1.30-4.30	3
Tuesday	14 th September	Specialist Safeguarding Lrg	Full day	6
Tuesday	21 st September	Child Protection Case Conferences	Full Day	2
Tuesday	21 st September	Core Groups and Legal aspects	Full Day	2
Thursday	23 rd September	Sexual Abuse	AM 9.30-12.20	2
Monday	27 th September	Generalist Safeguarding	AM 9.30-12.30	3
Monday	27 th September	Generalist Refresher Safeguarding	PM 1.30-4.30	3
Wednesday	29 th September	Specialist Refresher	AM 9.30-12.30	3
Wednesday	29 th September	Outcomes from Serious Case Reviews	PM 1.30-4.30	3
October 2010				
Day	Date	Course	Course Length	N D
Friday	1 st October	Generalist Safeguarding	AM – 9.30-12.30 PM – 1.30-4.30	3
Tuesday	5 th October	DA Awareness	Full day	2
Thursday	7 th October	DA & Children	Full Day	2
Monday	11 th October	Specialist Safeguarding	Full Day	3
October 2010 Cont.				
Day	Date	Course	Course Length	N D
Friday	15 th October	Neglect	Full Day	2
Wednesday	20 th October	Specialist Safeguarding	Full day	3
Thursday & Friday	21 st & 22 nd October	Trainer for Trainer	Full day	8
November 2010				
Day	Date	Course	Course Length	N D
Thursday	4 th November	Anti-Bullying	Full Day	2
Monday	8 th November	Specialist Refresher Safeguarding	AM – 9.30-12.30 PM – 1.30-4.30	3

Thursday	18 th November	Generalist Safeguarding	AM – 9.30-12.30 PM – 1.30-4.30	3
Wednesday	24 th November	Substance Misuse & Parenting	Full day	2
Friday	26 th November	Difficult, Dangerous & Evasive	Full Day	2
Tuesday	30 th November	Specialist Safeguarding	Full day	3
December 2010				
Day	Date	Course	Course Length	N D
Thursday	2 nd December	Generalist Safeguarding Lrg	AM – 9.30-12.30	6
Monday	6 th December	Safeguarding Children with Disabilities	Full Day	2
Thursday	9 th December	Specialist Safeguarding Lrg	Full day	6
Tuesday	14 th December	DA Awareness	Full day	2
Thursday	16 th December	DA & Children	Full day	2
January 2011				
Day	Date	Course	Course Length	N D
Friday	7 th January	Specialist Refresher Safeguarding	AM 9.30-12.30	3
Friday	7 th January	Outcomes Serious Case Reviews	PM 1.30-4.30	3
Tuesday	11 th January	Generalist Safeguarding	AM – 9.30-12.30 PM – 1.30-4.30	3
Friday	14 th January	Specialist Safeguarding	Full day	3
Monday	17 th January	Substance Misuse & Parenting	Full day	3
Wednesday	26 th January	Specialist Safeguarding	Full day	3
Monday	31 st January	Specialist Safeguarding	Full day	3
February 2011				
Day	Date	Course	Course Length	N D
Tuesday & Wednesday	1 st & 2 nd February	Trainer for Trainer	Full day	8
Thursday	10 th February	Specialist Safeguarding	Full day	3
Tuesday	15 th February	Specialist Refresher	AM – 9.30-12.30 PM – 1.30-4.30	3
Wednesday	16 th February	DA Awareness	Full day	2
Friday	18 th February	DA & Children	Full day	2
Monday	28 th February	Child Protection Case Conferences	Full Day	2

Monday	28 th February	Core Groups and Legal aspects	Full Day	2
March 2011				
Day	Date	Course	Course Length	N D
Friday	4 th March	Sexual Abuse	Full day	2
Tuesday	8 th March	Neglect	Full day	2
Thursday	17 th March	Specialist Safeguarding Lrg	Full day	6
Wednesday	23 rd March	Difficult, Dangerous & Evasive	Full Day	2
Friday	25 th March	Safeguarding Children with Disabilities	Full Day	2
Monday	28 th March	Generalist Safeguarding	AM 9.30 – 12.30	6
Thursday	31 st March	Specialist Refresher Safeguarding	AM – 9.20-12.30 PM 1.30-4.30	3

NB -

- **Venues are correct at time of publishing however, are subject to change so delegates are advised to make note of venue via booking and confirmation details.**
- **Some courses detailed in the Training Programme are yet to be advertised via the OSCB website as are currently being devised - Neglect; Difficult, Dangerous and Evasive; Sexual Abuse. The Training Project will publicise when these courses are published on the website.**
- **Please see 'Charges' sections for details applicable to late cancellations and failure to attend training**
- **All courses are subject to change**

INTRODUCTION TO SAFEGUARDING CHILDREN

Via E-learning (www.oscb.org.uk)

A new course for Oxfordshire Safeguarding Children Board and on scheduled to be available as an e-learning resource from September 2009 onwards. This course covers the following topics –

1. What is safeguarding and why do I need to know about safeguarding?
2. What is abuse and neglect of children and young people and how might I know this is happening?
3. What do I do if I suspect abuse or neglect is taking place?
4. What happens after I tell someone about my concerns?

The course should take approximately 90 minutes. You can stop at any time and save your work if you can't complete the course in one go. There are questions at the end of each section for you to review your learning.

Target Audience:

This course is designed to introduce you to the basic concepts of Safeguarding Children and Young People. For staff who have limited contact with children and their families and who have no case responsibility for a family. In addition the course has also been designed to meet the needs of professionals who have already received their basic level training but who are new to Oxfordshire and therefore need to meet training requirements under their new employer and understand aspects specific to Oxfordshire.

For 2010-2011 the OSCB Training Project are asking members to undertake the E-learning Introductory course prior to accessing OSCB Training. This would not be applicable if members are accessing Generalist and/or Refresher courses. OSCB will also accept training offered via our Partner Agencies which is recognised by the board. If you have any questions, please contact the project on 01865 815843.

For those not meeting the above target audience description i.e. more contact or case responsibilities, you will need to complete either the Generalist or Specialist Safeguarding Training, please see these course specifications for further information.

NOTE – This training is not suitable as internal training for members from Educational settings (i.e. Schools) due to additional legislative responsibilities. The minimum level for all staff members would be 'Generalist' level.

GENERALIST SAFEGUARDING TRAINING

Generalist training is for members who work 3 or more days a month with children, young people and/or their families. It is offered via the OSCB as multi-agency training but is delivered via our partner agencies as internal single agency safeguarding training, helping to ensure continuity of message.

Generalist training is valid for up to 3 years, for members who are at their refresher status we offer Generalist Refresher courses. Both courses are offered as half day courses via AM and PM sessions. To assist Early Years sectors we will also be offering some evening and weekend training sessions.

Agencies wishing to register to be able to deliver this training internally can do so by registering a staff member to the OSCB Training Pool via the Trainer for Trainer course and/or via discussing with the OSCB Training Co-ordinator on 01865 328562.

Target Audience

For those who work with children, young people, families or carers more than 3 days per month, (on average). For school settings all staff will require this level training as a minimum due to additional safeguarding guidance applicable to Educational settings.

Aims

To raise awareness about roles and responsibilities relating to safeguarding children and young people.

Objectives

By the end of the course Participants will be aware of:

- Explain what is meant by 'safeguarding' (including child protection) and promoting children's welfare
- Recognise who is consult within your agency
- Identify what to do if you are concerned about a child
- Demonstrate an awareness of current protocols and procedures
- Describe the role and function of the Oxfordshire Safeguarding Children Board

Additional Details

Generalist training is offered as multi-agency training via the OSCB Training Project however many of our Partner agencies who have representatives in the OSCB Training Pool offer this training as their internal single agency safeguarding training.

For this course members are **not** required to have undertaken the OSCB E-learning course previously.

Agencies can gain access to the OSCB Training Pool via the Trainer for Trainer course or via contacting the OSCB Training Co-ordinator (01865 328562). Alternatively if Agencies are not able to register a staff member to the Training Pool and wish for training to be delivered on site, the OSCB Training Project can forward training requests to pool members who offer freelance training. Although only a signposting service this facility helps enable agencies to ensure they are accessing a recognised trainer and there is continuity in message as all trainers would use the OSCB Generalist Training material.

GENERALIST SAFEGUARDING REFRESHER TRAINING

Forming part of the new training structure and designed for the target audience detailed below, it is this course which forms the basis of many agencies internal safeguarding training. Agencies wishing to register to be able to delivery this training internally can do so by registering a staff member to the OSCB Training Pool via the Trainer for Trainer course and/or via discussing with the OSCB Training Co-ordinator.

Target Audience

For those who work with children, young people, families or carers more than 3 days per month, (on average).

For school settings all staff will require this level training due to Education Act.

Aims

To refresh and update knowledge and awareness regarding delegates roles and responsibilities in relation to safeguarding children/young people within your organisation.

Objectives

By the end of the course Participants will be aware of:

- Explain what is meant by 'safeguarding' (including child protection) and 'promoting children's welfare'
- Recognise who to consult within your agency
- Identify what to do if you are concerned about a child
- Demonstrate an awareness of current protocols and procedures
- Describe the role and function of the Oxfordshire Safeguarding Children Board

Additional Details

Training is delivered as refresher course for those members who are have previously undertaken training to this level in full and are at the point of mandatory refresher training.

SPECIALIST SAFEGUARDING TRAINING

Multi-agency delivery is mandatory, only available via OSCB Training Project

Advocated and for some mandatory training for Professionals in a Lead/Designated Post and/or with specific safeguarding responsibilities. This training is valid for 2 years at which point refresher training will be required.

For members who have previously undertaken this training in full (in the last 2 years), they can access the half day Safeguarding Refresher course as an alternative. For professionals outside of the Educational sector our Outcomes from Serious Case Reviews (half day) course can also serve as meeting mandatory refresher training responsibilities. If it has been 4 years since this training was undertaken in full (i.e. previous training was Refresher level) Members are required to undertake the whole day Specialist Safeguarding Course.

From 1st April 2010 the OSCB Training Project are requesting all professionals accessing OSCB training undertaken the new E-learning Introduction to Safeguarding course as a pre-requisite to main safeguarding training (not applicable for Refresher or Generalist courses). OSCB recognised training alternatives can be accepted (if via our Partner agencies) however if training is not recognised by the OSCB, the OSCB E-learning course should be undertaken. Please contact the training project on 01865 815843 if you have any queries.

Target Audience

Specialist Safeguarding training is for staff with specific responsibilities to safeguarding children/young people within their role and/or are the lead/designated professional for their organisation/setting.

Aims

- To help practitioners think critically and carefully about child protection cases
- To feel more confident in carrying out the responsibilities for safeguarding in your role
- To provide opportunities for people to learn and work together, exploring professional dilemmas in an inter-agency context

Objectives

By the end of the course Participants will be able to;

- Describe the roles and responsibilities of a designated/lead practitioner
- Describe the roles of other agencies in safeguarding children
- Describe how you may manage a complex situation within your agency
- Describe how you may support staff
- Demonstrate an understanding of safeguarding procedures

Additional Details

The advocated or mandatory multi-agency training for Professionals in a Lead/Designated post and/or have specific safeguarding responsibilities, currently only available via the OSCB Training Project full day course. However, half day refresher courses are available for members who have in the last 2 years undertaken this training in full.

This is a priority course and demand is exceptionally high, therefore delegates are advocated to register for training at least 4 months before their current training expires. Please see 'charges' section as from 1st April 2010 the OSCB Training Project will be charging for late cancellations or failure to attend.

Courses available are either generic courses offering between 20 - 30 spaces or large scale events offering up to 60 spaces. All courses address the identified aims and objectives however due to numbers large scale events are more of an interactive briefing delivery status.

SPECIALIST SAFEGUARDING REFRESHER TRAINING

Refresher Specialist Safeguarding training is Refresher training for those members who are lead/designated and/or have specific safeguarding responsibilities within their settings/agencies. This is mandatory training for Educational sector professionals. For those outside of Education it is advocated although our Outcomes from Serious Case Reviews can also meet refresher training responsibilities.

For those who have previously undertaken Specialist Safeguarding or its predecessor Group C training (in full) and meet the 2 year requirement for refreshing training. If previous training was of a refresher nature delegates are asked to access the Specialist Safeguarding (whole day) course.

Undertaking the OSCB E-learning Introductory course is not applicable to members applying for this course.

Target Audience

Specialist Safeguarding training is for staff with specific responsibilities to safeguarding children/young people within their role and/or are the lead/designated professional for their organisation/setting.

Aims

- To help refresh knowledge about child protection
- To feel more confident in carrying out the responsibilities for safeguarding in your role
- To provide opportunities for people to learn and work together, exploring professional dilemmas in an inter-agency context

Objectives

By the end of the course participants will be aware of:

- Be able to describe the roles and responsibilities of a designated/lead practitioner
- Describe the roles of other agencies in safeguarding children
- Describe how you may manage a complex situation within your agency
- Describe how you may support staff
- Demonstrate an understanding of safeguarding procedures

Additional Details

There are several Specialist Safeguarding Refresher courses within the 2010-2011 training programme, offered as half day courses, either AM or PM sessions.

This is mandatory refresher training for professionals from sectors where Specialist Training is mandatory i.e. Health, Education, etc.

For sectors other than Education Specialist Refresher Training can also be met via our Outcomes from Serious Case Reviews course

DOMESTIC ABUSE AWARENESS (SPECIFIC COURSE)

A 1 day course serving as an introduction to Domestic Abuse increasing awareness within this sector. A course particularly relevant for those new to the Domestic Abuse sector and/or for professionals who may not be from the Domestic Abuse sector but who may be working/volunteering with children/young people and/or their families who could be affected by Domestic Abuse.

For those professionals wishing to become a Domestic Abuse Champion please contact Cara Langford - cara.langford@oxfordshire.gov.uk

Target Audience

For professionals working within and/or new to the Domestic Abuse sector and/or those who could be working with clients affected by Domestic Abuse whether children/young people and/or parents/carers.

Participants should have already completed their safeguarding training relevant to their level of responsibility before accessing this training. Although not compulsory, participants are strongly advised to do both Domestic Abuse courses (Domestic Abuse Awareness and Domestic Abuse and Children) for an overall and more in-depth understanding.

Aims

To raise awareness of domestic abuse

Objectives

By the end of the course participants will be aware of:

- Identify the spectrum of domestic abuse and its impact on others
- To identify and link appropriate support/intervention services
- To know how to undertake a domestic abuse risk assessment
- To understand core elements of safety planning with victims/children/young people
- Understanding information sharing responsibilities

Additional Details

This course will be delivered throughout Oxfordshire Districts during April 2010-March 2011. It is a 1 day course which can be accessed as such, however, it is recommended this serve as the Introductory course to the 2nd day Domestic Abuse and Children.

Members should have already attended safeguarding training applicable to their level of responsibility. If this has not yet already been achieved members can access the OSCB E-learning Introductory course as a minimum.

DOMESTIC VIOLENCE & CHILDREN (SPECIFIC COURSE)

A 1 day course looking at the effects of Domestic Abuse on Children, including awareness on how to recognise and manage safeguarding concerns. This course would also be relevant for those professionals working with children who are or are becoming Champions and need more awareness on Domestic Abuse and Children.

For those professionals wishing to become a Domestic Abuse Champion please contact Cara Langford - cara.langford@oxfordshire.gov.uk

Target Audience

For professionals working within the Domestic Abuse sector and/or who could be working with clients affected by Domestic Abuse, particularly relevant to those working with children/young people who have been affected or could be affected by Domestic Abuse and/or who are in lead/designated positions.

Participants should have already completed their safeguarding training and it is recommended members should have already received Domestic Abuse Awareness training.

Aims

To raise awareness of Domestic Abuse and Children

Objectives

By the end of this training you will:

- identify the spectrum of domestic abuse and its impact on others
- identify and link appropriate support/intervention services
- know how to undertake a domestic abuse risk indicator matrix
- understand core element of safety planning with victims/children/young people
- understanding information sharing responsibilities

Additional Details

This course will be delivered throughout Oxfordshire districts during April 2010-March 2011. A 1 day course which can be accessed as such however, it is recommended members should have already completed the 1 day Domestic Abuse Awareness course.

SAFEGUARDING CHILDREN WITH DISABILITIES (SPECIFIC COURSE)

This course is aimed at advanced awareness level and is applicable to those members who are new to working within the disability sector and/or those who may via their working roles/service on occasion provide a service to a child/young person and/or their parents/carers who may have a disability.

Training builds on current safeguarding knowledge focusing towards key aspects relevant to children with disabilities and the additional safeguarding aspects which should be considered when working/engaging with particularly vulnerable groups of children/young people.

Participants **MUST** have already received their Safeguarding training.

Target Audience

Members who are new to working with children within disabilities and those who may encounter having to work with children with disabilities via their organisations remit/setting.

Participants must have already completed their safeguarding training prior to accessing this training applicable to their level of responsibility. If this has not already been met members can access the OSCB E-learning Introductory course.

Aims

To illustrate the vulnerability of children with disabilities and the responsibilities of professionals in safeguarding and ensuring the welfare of children with disabilities.

Objectives

By the end of the course Participants will be aware of:

- Recall safeguarding knowledge and identify aspects with increased relevance and/or specific to children with disabilities.
- Define disability and recognise elements which increase the vulnerability of children with disabilities.
- Have a working knowledge of additional communication requirements applicable to working with either children and/or parents/carers affected by disability; whilst demonstrating awareness to appropriate language and multi-agency communication structures.
- Identify areas of concern when working with children with disabilities and recall roles and responsibilities of professionals, organisations and processes required to manage concerns effectively.
- Explain the importance of information sharing and multi-agency working in regards to safeguarding children

Additional Details

This course is more of an advanced awareness level course and is applicable for members with limited engagement with disabilities and/or new to the disabilities sector. It is more than welcome to be accessed via other members however may prove too basic for those experienced in working with disabilities.

Prior safeguarding training relevant to members level of responsibility should have been achieved prior to accessing this training. If this has not yet been achieved members could access the OSCB E-learning Introductory course.

TRAINER FOR TRAINERS (SPECIFIC COURSE)

A course designed to develop qualitative facilitation of training with particularly objectives of developing members to be able to deliver internal Safeguarding training and in conjunction join the OSCB Training Pool assisting with delivery of the OSCB Training Programme.

A well regarded course, in high demand and with limited places due to the in-depth nature and specialist aspects covered within the 2 days training. This course is designed and is based against NCfE accredited criteria.

Trainer for Trainer focuses on facilitation skills and the OSCB Training Pool induction assists members in development of subject knowledge, both working together in order to fully prepare members to be able to deliver safeguarding training both internally and for OSCB.

ENTRY CRITERIA:

- Awareness of the statutory legal framework and local processes which apply to the safeguarding of children in need and children in need of protection in Oxfordshire.
- Will require written support of his/her Manager to agree to contribute 3 days training per year to the OSCB Training Pool on a voluntary basis, as a minimum upon successful completion of the course (incorporated into Trainer for Trainer application form)

Target Audience

For professionals who either currently or are likely to deliver training for their organisation/settings including in-house safeguarding training and wish to improve their facilitation skills and safeguarding knowledge (via pool induction/membership).

In undertaking this training participants are automatically registering themselves/their organisation to the OSCB Training Pool of which all commitments are explained via the OSCB Training Co-ordinator.

Members should have already received their safeguarding training applicable to their level of responsibility; if this has not yet been achieved members can access the OSCB E-learning Introductory course as a minimum.

Aims

- To create and maintain a pool of facilitators for the OSCB Training Pool and in each agency, who feel sufficiently competent and confident to deliver Safeguarding training.
- To promote and develop effective working in partnership relations

Objectives

By the end of the course participants will:

- Be able to recognise adult learning styles including identify own learning styles
- Appreciate adult learning theories and qualitative approaches to adult learning
- Evaluate presentation styles/techniques identifying strengths and areas for improvement, including advocated methods for developments
- Demonstrate awareness to methods for integrating equal opportunities into facilitation of training
- Outline group types and management techniques for group members including aspects relevant to inter-agency training
- Engage in a process of reflective practice identifying strengths and development areas relevant to facilitation of training.

Additional Details

Limited courses available in the training programme due to its specific nature. The Trainer for Trainer course is designed to provide delegates with qualitative facilitation skills and approaches to training. It is the induction to the OSCB Training pool which will support delegates in increasing their subject knowledge and gaining access to OSCB Training material.

Participants must have already received their safeguarding training applicable to their level of responsibility, if this has not yet already been achieved members can access the OSCB E-learning Introductory course as a minimum.

SUBSTANCE MISUSE & PARENTING (SPECIFIC COURSE)

Due to recent sector changes this course is currently under review however previous courses have worked to the below aims and learning objectives and it is proposed these will not change significantly.

We will continue to incorporate and base material on 'Seeing and Hearing the child' NSPCC material commissioned by the Department for Children Schools and Families (DCSF) and which the OSCB and local services were involved in the comprising and piloting of.

Target Audience

Applicable for all members needing to understand the impact of Substance Misuse on children/young people and their families. The course is designed to benefit members from the Children's and Vulnerable Adults-workforces.

All members **MUST** have already completed their safeguarding training applicable to their level of responsibility before accessing this course. If this has not already been achieved members can access the OSCB E-learning Introductory course as a minimum.

Aims

- To refresh and/or increase understanding of substance misuse and its effects on individuals, parenting capacity and children/young people living in substance misusing households.
- Develop an understanding of Substance Misuse effects upon children and families in regards to Safeguarding.
- To promote and develop effective working relationships

Objectives

By the end of the course participants will be aware of:

- Explore Substance Misuse effects on parents and parental capacity, including in pre-birth.
- Raise awareness of issues relating to substance misuse in pregnancy
- Understanding of Substance Misuse and appropriate interventions
- To develop an understanding possible effects on parenting capacity following Substance Misuse and how parenting capacity may be affected considering safeguarding responsibilities
- Understanding of duties and guidance applicable to Information Sharing to safeguard child within Oxfordshire
- Increase knowledge and development of effective communication skills with parents/carers and children.

Additional Details

A course which has proven popular and a key area for consideration in safeguarding children and young people. Relevant for all professionals either working within the Substance Misuse and/or Child sectors. needing awareness of parental substance misuse links to safeguarding concerns.

Participants must have already received their safeguarding training applicable to their level of responsibility. If this has not already been achieved delegates can access the OSCB E-learning Introductory Course as a minimum.

OUTCOMES FROM SERIOUS CASE REVIEWS (SPECIFIC COURSE)

A new course designed to highlight the main outcomes from both national and local serious case reviews. This course also meets safeguarding refresher remits for many agencies and can therefore be accessed as refresher training.

Although this course may help Educational Professionals and they are encouraged to attend, it **would not** meet their 'safeguarding refresher' responsibilities and would be recognised as additional training only.

Target Audience

For staff with a specific responsibility to safeguard children/young people within their role and/or are lead/designated professionals for their organisation/setting. However, participants **MUST** have previously completed a whole Specialist Safeguarding course (may have been known as Group C previously) course in the 2 years prior to refresher training date.

Participants mandatory training has an update/refresher course requirement which this course addresses however if members previous training was at a refresher level therefore resulting in it being 4 years since their Specialist training was undertaken in full this course would not be acceptable and the whole day Specialist training would need to be accessed.

Aims

- Enhance our knowledge about serious case reviews
- Consider implications for practice

Objectives

By the end of this training you will -

- Describe the purpose and function of an Serious Case Review (SCR)
- Describe a practitioners role in an SCR
- State the key findings from recent SCRs
- Describe how the lessons learned may effect current and future practice

Additional Details

This course can meet the mandatory refresher requirements for many whose specialist safeguarding training is mandatory i.e. health sector, etc.

However, whilst this course is recommended and may be of interest to Education representatives it would not meet their mandatory refresher training status.

ANTI-BULLYING (SPECIFIC COURSE)

This course is currently being devised as a multi-agency 1 day awareness course for delegates from all professionals to increase their awareness to bullying and its effects encouraging promotion of anti-bullying awareness and practices within settings and professionals working with children/young people.

Target Audience

A new course currently being devised but is envisaged to offer support to multi-agency professionals working/volunteering with children and young people who require further guidance and awareness on aspects relating to bullying either for them as an individual and/or for their settings.

Members accessing this training should have already undertaken their safeguarding training applicable to their level of responsibility. If this has not yet been achieved members can access the OSCB E-learning Introductory course as a minimum.

Aims

Aims are currently being devised

Objectives

Objectives are currently being devised.

Additional Details

A multi-agency approach is being undertaken in devising material for this training via the OSCB Training Pool and in conjunction with Jo Brown, Anti-Bullying Co-ordinator, Children Young People and Families, Oxfordshire County Council.

A new course and serving not only as an independent course but also as the first section to the Child Protection Core Group training (PM session). Provisional aims and objectives are outlined however are currently subject to change as material is currently being devised for these courses.

Target Audience

For members who have completed their safeguarding training and wish to increase their knowledge and understanding of Child Protection Case Conferences including legal aspects and terms which may be relevant to these processes.

This course supports aspects covered in Specialist Safeguarding training and is particularly relevant to members who are in a lead/designated position and/or have specific safeguarding responsibilities. It is advocated any members wishing to undertake 'Core Group' training attend this training as Child Protection Case Conference knowledge is a pre-requisite for Core Group training.

Aims

- To assist practitioners in becoming more confident in preparing for and taking part in multi-professional safeguarding processes
- Increase awareness of legal issues and implications surrounding child protection
- To improve ways in which professionals work, both individually and collectively, to safeguard and promote the welfare of children and achieve better outcomes.

Objectives

- To be able to describe the purpose of a child protection conference
- To feel confident in sharing and analysing information in an inter-agency setting relating to the child's developmental needs and parenting capacity to respond/meet needs.
- To be able to make decisions about whether a child protection plan is needed to safeguard and promote the welfare of the child
- Where a child is subject to a child protection plan for professionals to be able to understand what is expected of them and what they can expect from others
- For all agencies to understand the statutory duties underpinning child protection work in order to safeguard and promote the welfare of children

Additional Details

A new course for 2010-2011 Training Programme and as stated has been designed as a stand-alone course as well as the first section to the Core Group training offered in the PM.

Delegates are encouraged to attend the training as a whole day where possible; however, the PM Core Group session can only be accessed following delegates having already received training in Child Protection Case Conferences (either via AM session or if they have accessed Specialist Safeguarding training).

For both AM and PM courses delegates should have already received their safeguarding training to their level of responsibility. If this has not yet already been achieved delegates can access the OSCB E-learning Introductory course as a minimum.

CHILD PROTECTION CORE GROUPS (SPECIFIC COURSE)

A course designed to support members who following a Child Protection Case Conference may be involved as part of a Child Protection Core Group.

Members must have already received their safeguarding training and training covering Child Protection Case Conferences (ideally AM session of this course or as a minimum elements covered in Specialist Safeguarding Training).

A new course with aims and objectives provided as a current outline however are subject to change following material currently being devised.

Target Audience

For members who have completed their safeguarding training and wish to increase their knowledge and understanding of Child Protection Core Groups. This training is particularly relevant for those members who are in lead/designated positions and/or have specific safeguarding responsibilities.

Members must have already completed their Safeguarding training and Child Protection Case Conference training prior to accessing this course. All members are advocated to attend the AM Session of these events 'Child Protection Case Conference and Legal Aspects' training. The only other alternative to training on this element would be those who have received their safeguarding training at Specialist level.

Aims

- To assist practitioners in becoming more confident in preparing for and taking part in multi-agency safeguarding procedures
- To gain a deeper understanding of the purpose and function of core group meetings
- To improve ways in which professionals work, both individually and collectively, to safeguard and promote the welfare of children and achieve better outcomes.

Objectives

- To be able to describe both the purpose of a child protection conference and core group meeting
- To feel confident in sharing and analysing information in an inter-agency setting relating to the child's developmental needs and parenting capacity to respond/meet needs.
- Where a child is subject to a child protection plan for professionals to be able to understand what is expected of them and what they can expect from others.
- For all agencies to understand the statutory duties underpinning child protection work in order to safeguard and promote the welfare of children.

Additional Details

A new course for 2010-2011 Training Programme and is particularly relevant for those professionals who are/may be involved in a Child Protection Case Conference and subsequently a Core Group.

Members should have already received their safeguarding training and coverage of Child Protection Case Conferences, either via Specialist Safeguarding training and/or the AM session of this training 'Child Protection Case Conferences'.

Safeguarding Training for Early Years Sector

The OSCB Training Project in partnership with the Children Young People and Families Early Years Department and the Children's Workforce Development Council (CWDC) recognise many Early Years settings staff are struggling to access weekday Safeguarding Training for various primarily impact on income and staffing resources.

Therefore we are working together to offer training events at alternative times to help assist members in accessing safeguarding training during 2010-2011 via evening and weekend courses. Dates for these events are currently being updated but once confirmed will be promoted via the OSCB website and via the Early Years Department/Newsletters and the CWDC.

All applications for these courses will be taken via www.oscb.org.uk training section.

FUTURE COURSES

2010-2011 continues to be an exciting training year with the amount of delivery for our mainstream programme continuing to be significantly increased and further new courses being added. During 2010 – 2011 we will be introducing training covering –

- Anti-bullying
- Child Protection Case Conferences & Legal Aspects
- Child Protection Core Groups
- Neglect
- Sexual Abuse Awareness
- Working with Difficult, Dangerous and Evasive Individuals