

# TSCB Training Offer 1<sup>st</sup> April 2017 to 31<sup>st</sup> March 2018.

Welcome to Tameside Safeguarding Children Board (TSCB) training offer for 2017-18.

Training courses on TSCB's training programme are provided free of charge to professionals or volunteers from statutory organisations or services in Tameside, or professionals or volunteers from the community, voluntary or faith communities in Tameside, whose work brings them into contact with children and their families.

Charges will apply to private sector organisations or services and profit making organisations. Please see 'Charging Policy' for details of charges and contributions.

Please note that learners are required to attend face to face courses between the times stipulated on the '**Training Schedule 2017-18**'. Failing to adhere to this requirement could result in the learner **not** receiving an attendance certificate.

As from the 1<sup>st</sup> April 2017 the courses will no longer be categorised under 'Level 1 to 4'. Instead they will be categorised as follows: -

## Introductory Course:

Introductory courses are aimed at anyone who works with children and/or their families in Tameside.

There is only one introductory course on the 2017-18 training programme, which is blended learning. That is to say in order for learners to attend the face-to-face one day introductory course, '**Working Together to Safeguard Children – Foundation Course**', they need to have successfully undertaken the **level 1 e-learning module, 'Safeguarding Children'**. The module includes a concluding examination to test knowledge, which learners have to pass before acquiring a '**certificate of completion**'. The '**certificate of completion**' will be required as evidence of successful completion of the module as part of the application process for the face-to-face course. Applicants who are unable to furnish the certificate will not be able to apply for the course. (For further information on e-learning please see relevant section in this offer on page 3)

There are seven blended introductory courses on offer. Please see separate '**Training Schedule 2017/18**'.

## Themed Courses:

These courses provide a fuller understanding of particular themes or issues relevant to safeguarding children and are aimed at those who work regularly with children, young people and adults who are parents or carers.

All themed courses require that applicants have completed the '**Introductory Course**' outlined earlier within this offer (please see page 1), or prior to the 1<sup>st</sup> April 2017 have completed the previous level 2 courses, 'Working Together to Safeguard Children', 'Refresher Training in Child Protection' or pertinent level 2, 3 or 4 courses in Tameside within the last three years. (Two years if you hold a designated or named post)

Please see separate '**Training Schedule 2017/18**' for details of the 'Themed Courses' on offer.

## Special Interest Courses:

Special interest courses are designed for those who have specific responsibilities in terms of safeguarding children. The courses are tailored to look at a particular issue or safeguarding role in much more detail than that offered in a themed course. The topic may often involve complex and/or serious cases of child abuse or be targeting managers.

All special interest courses require that applicants have completed the '**Introductory Course**' outlined earlier within this offer (please see page 1), or prior to the 1<sup>st</sup> April 2017 have completed the previous level 2 courses, 'Working Together to Safeguard Children', 'Refresher Training in Child Protection' or pertinent level 2, 3 or 4 courses in Tameside within the last three years (Two years if you hold a designated or named post).

Please see separate '**Training Schedule 2017/18**' for details of the 'Special Interest Courses' on offer.

## Half day courses:

These courses are designed to raise awareness on specific topics or themes relating to the safeguarding of children and **do not require any prior learning** (Please note that this does not apply to the '**Domestic Abuse - Whole Family Approach**' half day modular course, which is regarded as a '**Special Interest Course**' and the '**Safer Recruitment Refresher**' half day courses, where previous attendance on a full day '**Safer Recruitment Training**' course is required).

The following half day courses are included in the offer: -

- Forced Marriage, Female Genital Mutilation and Honour Based Crime.
- Family Common Assessment Framework Training.
- Safeguarding Practice Updates.

Please see separate '**Training Schedule 2017/18**' for details of the 'Half Day Courses' on offer.

## E-learning:

This year Tameside Safeguarding Children Board (TSCB) are working with the Local Authority in relation to the development and implementation of an e-learning programme '**Me Learning**' who are facilitating access to a framework providing a selection of e-learning content across different subject areas to the 'Association of Greater Manchester Authorities' (AGMA).

In the first instance, The 'Learning Improvement and Activity' Sub-Group of the Board have authorised the purchase of a limited number of licenses, which will be available to partner agencies.

Consequently, during the first year priority has been given to providing Multi-Agency licenses to facilitate access to the blended **Introductory Course; Safeguarding Children – Level 1 e-learning module**, which is mandatory, followed by the face-to-face one day course; **Working Together to Safeguard Children – Foundation Course**.

Priority has also been given to providing Multi-Agency e-learning licenses to consolidate learning and improvement consistent with the strategic priorities of TSCB, which are: -

- **Domestic Abuse.**
- **Child Sexual Exploitation.**
- **Early Help. (Common Assessment Framework)**
- **Neglect.**

Therefore, recommended good practice is that Multi-Agency representatives attending face to face training courses associated with these priorities should firstly undertake the relevant e-learning course.

Given the limited number of licenses available to partner agencies during the early stages of implementation, allocation will be monitored by the Learning Improvement and Activity Group and in the fullness of time greater access to licenses outside of these parameters will be considered.

Once a representative has been allocated a license their user profile will be valid for three years and learners will be able to access a wide variety of e-learning subjects. Once a profile has been allocated in accordance with the parameters outlined within this section, users **must** complete the relevant course in a timely manner prior the face-to-face course the e-learning is intended to consolidate. User activity will be monitored and prolonged periods of inactivity could result in accounts being closed down and charges applied in accordance with TSCB's charging policy.

Applications to undertake e-learning should be made to the TSCB Training Administrator, Christine Bryan, via email: [christine.bryan@tameside.gov.uk](mailto:christine.bryan@tameside.gov.uk)

## Changes to the electronic booking system for face-to-face courses.

During 2017-18 changes will be made to the way Multi-Agency learners apply for face-to-face courses advertised as part of the offer. In accordance with existing guidance, there is still an expectation for the applicant to create or utilise their own 'learning account', which will facilitate electronic booking of places and store individual learning history.

Changes for 2017-18 will include a requirement for the applicant to complete an online pre-course evaluation questionnaire as part of the application process. Once an applicant has completed the application process an email will automatically be generated and will be sent to the applicant's manager who will be expected to '**Approve**' or '**Decline**' the application via a link within the email. Once a manager '**approves**' an application the applicant will automatically be booked onto the relevant course and an email will be generated and sent to the applicant informing them of this. In the event a manager '**declines**' the application the applicant will not be booked onto the course and an email will be generated informing the applicant of this outcome.

Managers are requested to deal with applications of this nature in a timely manner in order to avoid situations whereby applications from staff are pending approval or otherwise for lengthy periods and in the meantime places that were initially available become unavailable.

There will also be a requirement post course for learners to complete an end of course evaluation online within one week of attendance on the course. Completion of the evaluation will facilitate the issue on an attendance certificate electronically, which the learner will be able to store electronically and print off if necessary.

The intention is to further develop the system for the provision of course materials to learners prior to the course, PowerPoint notes, hand-outs etc. In due course.

## Impact Evaluation.

TSCB is committed to a robust and efficient 'Learning and Improvement Framework', part which measures the impact of learning acquired as a result of undertaking learning activity outlined in this offer.

Therefore, applicants and their managers' who apply to undertake courses do so in the explicit expectation that they sign up to a process involving contribution to an impact evaluation process approximately three months post the learning activity.

The process is designed to capture the extent acquired learning has influenced professional practice and therefore impacted on outcomes for children and young people and their families. It may involve prioritising for contribution to administered survey questions or focus groups.

# Courses relating to youth emotional wellbeing and mental health.

Tameside Safeguarding Children Board is supporting Tameside and Glossop Clinical Commissioning Group with the provision of free courses for youth emotional wellbeing and mental health.

Professionals and volunteers in Tameside who want to access this training are expected to **undertake blended progressive training or a training ladder**, which **involves successful completion of five 30 minute e-learning modules** prior to attending a 2 day face-2-face course, 'Youth Mental Health First Aid'. Please see separate 'Training Schedule 2017/18' for the dates of the face-2-face courses on offer.

**Please note** that accessing these courses is different to the usual system for accessing other courses on TSCB's training programme. The system for accessing the courses is outlined below and is reinforced on the 'Training Schedule 2017/18'.

The pre-requisite e-learning training package consists of the following: -

## **1) Module: Introduction to 21st Century School Health.**

### **Engaging Children and Young People.**

Click on the following link to access the course: -

<https://www.minded.org.uk/course/view.php?id=136>

This session is aimed at a universal audience and presents a basic guide to engaging children and young people in a one-to-one interview. It describes how to prepare for the meeting and how to adapt the setting and your manner for different age and ethnic groups. It offers activities to help conversation flow. It gives examples of how to get the most out of your first encounter with a young person.

## **2) Module: Normal Psychological Development.**

### **Attachment and Human Development.**

Click on the following link to access the course: -

<https://www.minded.org.uk/course/view.php?id=69>

This session is aimed at a universal audience and describes attachment patterns found in infancy and the research that lies behind it.

### **3) Module: Common Problems and First Help.**

#### **Mental Health and Well-being.**

Click on the following link to access the course: -

<https://www.minded.org.uk/course/view.php?id=104>

This session is aimed at a universal audience and aims to help practitioners to describe mental health and well-being and identify the wider social determinants which protect vulnerable children and adolescents.

### **4) Module: Providing Care in the Right Way.**

#### **Basic Diagnosis.**

Click on the following link to access the course: -

<https://www.minded.org.uk/course/view.php?id=153>

This session is aimed at a universal audience and covers diagnosis as it is an important tool in child mental health. It helps to ensure that people are talking about the same difficulties, and helps people to think about what might be helpful treatment.

### **5) Module: Managing the Mental Health of Children and Young People with Heightened Vulnerability.**

#### **Managing Risk: Self-harm and Suicidality.**

Click on the following link to access the course: -

<https://www.minded.org.uk/course/view.php?id=274>

This session is aimed at more experienced/specialist users and will focus on the shorter and longer-term management of self-harm and suicidality, building on the assessment frameworks covered in linked sessions within MindEd.

Successful completion of all 5 e-learning modules will facilitate access to a face-2-face two day training course, '**Youth Mental Health First Aid**', which teaches people how to identify, understand and help a young person who may be developing a mental health issue. In the same way as we learn physical first aid; Mental Health First Aid teaches you how to recognise those crucial warning signs of mental ill health. Participants will learn how to, spot the early signs; feel confident in helping; provide help on a first aid basis; help protect a young person who might be at risk of harm.

8 cohorts of face-2-face courses will be available between May 2017 and February 2018, please see separate '**Training Schedule 2017/18**' for details.

For further information on the courses or training ladder and details on how to book onto a face-2-face course please contact, Katrin Viella, Community Development Specialist Trainer, telephone: 0161 330 9223, email: [katrinviella@togmind.org](mailto:katrinviella@togmind.org)

To access an application form follow this link <https://datatogmind.org/node/152>

## Summary of changes to previous years training offer.

- Courses no longer categorised under levels 1 to 4 and replaced with, '**Introductory Course**', '**Themed Courses**' and '**Special Interest Courses**'.
- '**Introductory Course**' – **Working Together to Safeguard Children. Foundation Course**' reduced from 2 days to 1 day in view of the requirement for learners to have previously completed e-learning module, '**Safeguarding Children – Level 1**'.
- Implementation of '**E-learning Programme**' (Me Learning). Allocation of Multi-Agency Licenses under review for the first 12 months by the Learning Improvement & Activity Group. E-learning in the first instance will prioritise for blended learning on the '**Introductory Course**' – **Working Together to Safeguard Children Foundation Course**' as referred to above, and consolidation of learning associated with safeguarding topics consistent with the strategic priorities of Tameside Safeguarding Children Board.
- Training for trainers courses relating to single agency 'Child Protection Awareness' and 'Child Sexual Exploitation Awareness' will no longer take place in view of the development of 'minimum standards guidance' for single agencies and the continuing review and development of the full day TSCB Child Sexual Exploitation recognition and response course respectively.
- Full day courses previously dealing separately with 'Understanding Child Sexual Abuse' and 'Children and Young People with Harmful Sexual Behaviour' have been combined into a two day course dealing with both topics.
- Promoting the use of the 'Graded Care Profile' will no longer be a 'stand-alone' half day course and has been integrated into a one day course, which also deals with the recognition and response to neglect.
- The existing system of pre and end of course evaluation of learning has been extended to 'impact evaluation' of application of learning post course.
- Changes have been made to the electronic booking system, which will facilitate: -
  - Manager endorsement of applications.
  - Electronic completion of pre & end of course evaluation of learning.
  - Electronic allocation of certificates of attendance.
- Supporting Tameside and Glossop Clinical Commissioning Group with the delivery of a suite of courses dealing with the 'Emotional Wellbeing and Mental Health of Young People'.

## **New courses under development.**

TSCB are working on the development of new face-to-face courses involving 'Online Safety' and 'Modern Slavery and Human Trafficking'. It is anticipated that these courses will be ready later this year and they will be advertised separately.

## Queries and further enquiry.

Any queries regarding the training offer should be directed to: -

- 1) Andy McLean  
Training Organiser  
Tameside Safeguarding Children Board  
Tel: 0161 342 3891  
Email: [andrew.mclean@tameside.gov.uk](mailto:andrew.mclean@tameside.gov.uk)
  
- 2) Christine Bryan  
Training Administrator  
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