Swindon LSCB Training Strategy
2018-19
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Introduction

One of the key priorities of the Local Safeguarding Children Board (LSCB) outlined within the LSCB Business Plan is to ensure that those who work directly or indirectly with children receive appropriate child protection and safeguarding training. This includes all agencies of the LSCB, voluntary and independent sectors.

The LSCB is the key statutory mechanism for agreeing how all organisations in Swindon will cooperate to safeguard and promote the welfare of children in the locality, and for ensuring the effectiveness of that work.

The LSCB is committed to delivering a high quality inter-agency training programme, which supports professionals, volunteers and the independent sector in their work to safeguard and promote the welfare of children.

The LSCB acknowledges the standards set out in Working Together 2015, which states that LSCBs should monitor and evaluate the effectiveness of training, including multi-agency training. The Swindon LSCB supports the standards and the premise that, by organisations and agencies working together children can be effectively safeguarded by:

- A shared understanding of roles and responsibilities
- Improved communication between professionals and those working with children
- Effective working together based on sound working relationships
- Improved assessment and decision making.

Purpose of the Training Strategy

The purpose of the LSCB Training Strategy is;
- To make clear the statutory functions of the LSCB, in relation to safeguarding children.
- Outline a framework for the delivery of single agency and multi-agency training to ensure that staff receive the level of safeguarding training they need to fulfil their role and responsibilities at the most appropriate time in their safeguarding career.
- To ensure the effectiveness of training
- To make clear the levels of training required for different roles
- To set out how safeguarding training will be delivered in Swindon
- To set out the minimum standards for multi-agency training and single agency training
- To set out the values and principles around safeguarding training and the core competencies for staff undergoing safeguarding training
What does the Training Strategy hope to achieve?

The LSCB training strategy would like to support multi-agency practitioners and managers in:

- Building an effective workforce whose practice is underpinned by best practice
- Raising awareness and understanding of safeguarding children in Swindon
- Developing frontline practitioners’ expertise
- Providing a learning pathway that describes the continuing professional development of staff
- Providing a forum for sharing expertise
- Shape the culture of development and learning

LSCB Training Responsibility

This strategy will ensure consistency and supports the requirements set out in Working Together 2015. The Strategy will consider the following:

- **Single agency training**, which is training carried out by a particular agency for its own staff; and

- **Multi-agency training** which is for employees of different agencies who either work together formally or come together for training or development.

Who Requires Training

In effect it is all those who work with children directly or indirectly. This includes all employees and volunteers of all LSCB member organisations. Training should be targeted at the following groups:

- Those with **particular and specialised responsibility** for safeguarding children such as designated or named professionals, those undertaking Section 47 enquiries or working with complex cases
- Those who **work regularly** with children, young people and adults who are parents/carers and may be asked to contribute to assessments of children in need
- Those with **some contact** with children and young people and with adults who are parents or carers. These may be people who operate in an environment where they see children or adults but do not have case responsibility for them.
The model reflects the complexity and specific targeting of multi-agency training. These lists are not intended to be exhaustive but offer a model to enable managers to determine the appropriate level of training required to meet the needs of their staff.

Training through the LSCB is offered at four levels:

**Level One**

For those staff whose work brings them into contact with children and families and adults who are parents or carers (groups 1-5 as defined in Working Together to Safeguard Children and Young People 2010). This can be delivered as a single agency course in house; however the LSCB has an online eLearning course for those who are not able to do this.

**Level Two**

For those staff who work regularly with children and families and adults who are parents or carers (groups 4 & 5 as defined in Working Together to Safeguard Children and Young People 2010). Training at this level is for staff who have considerable professional and organisational responsibility for safeguarding and promoting children’s welfare and have to be able to act on welfare concerns and to contribute appropriately to safeguarding processes.

**Level Three**

Courses which are targeted at members of the workforce who have particular responsibilities for undertaking child protection enquiries and who work with complex cases e.g. professionals from Children’s Social Care, The Police, Health and Education. Training at this level is for staff who hold professional or organisational authority and a substantial degree of personal responsibility and autonomy to act on child welfare concerns.

**Level Four**

Specialist training courses which are targeted at managers who have responsibility for supervising staff who work to safeguard children and young people.

**Frequency of Training**

Keeping Children Safe in Education 2016 recommends that, in schools, colleges and maintained nursery schools, the Designated Safeguarding Lead (DSL) and any deputies should undergo training to provide them with the knowledge and skills required to carry out the role and that the training should be updated every two years (this also applies to Childminders). For all other staff, the LSCB recommends that child protection training is refreshed every three years.

There are courses highlighted as ‘suitable for update training’ within the LSCB Training Brochure, the LSCB recommends every other update training should be the Level 2/3 course with a recommended update course between.
Core Values in Training and Development

All LSCB training is based on an ethos that:

- values working collaboratively
- respects diversity
- promotes equality
- is child centred
- promotes participation of children and families within the wider safeguarding process.

LSCB Training Priorities

Priority One
Undertake a regular Training Needs Analysis and mapping exercise to inform the future training programme, identify gaps in training and establish what single-agency training is being delivered.

Priority Two
Develop, implement and review a Quality Assurance System for both single-agency and LSCB multiagency training.

Priority Three
Ensure that LSCB training meets the identified requirements of those who work with children, young people and families in the Swindon area.

LSCB Training Standards

The training standards have been agreed by the LSCB and are based on relevant legislation and statutory guidance.

These standards relate to multi-agency training operated by the LSCB. However, agencies may use these standards for single agency training. The standards will be monitored on behalf of the LSCB through the strategic part of the Training & Development Sub Group.

Minimum standards for single agency training

All single agency child protection training should:

- Be founded by and relate clearly to a robust evidence base, supported by the principles and guidance set out in “Working Together to Safeguard Children”, and or current legislation and local authority policies and procedures for safeguarding.
• Reflect that the welfare of the child/vulnerable adult is paramount.
• Encompass Anti-Oppressive Practice and challenge discrimination on any grounds.
• Validate inter-agency working and reach a wide inter-agency audience
• Promote best practice and personal development.
• Accommodate adult learning styles.
• Respond to local needs and be subject to evaluation and review.

Core Areas:

• Definitions of abuse
• Who abuses
• How to recognise
• Context of child protection
• Reporting and recording procedures and sharing information
• Reference to and the importance of the lived experience of the child
• Role of key agencies
• Effective communication and engagement with children, young people, vulnerable adults and their families and carers.
• Child and young person development;
• Safeguarding and promoting the welfare of the child;
• Multi-agency working
• The lived experience of the child
• Inter and multi-agency work is an essential feature of all training in safeguarding and promoting the welfare of children and vulnerable adults.

Single agency training and training provided in professional settings should always equip staff for interagency work.

**Role of Training and Development Sub Group**

The Training & Development Sub Group is compiled of members who have an understanding of strategic training priorities within their own organisation. The Sub Group is responsible for the annual Training Needs Analysis, aggregation of data relating to learner evaluation.

The functions of the sub group are to:

• Produce an inter-agency training plan which is informed by local need, evidence based practice and directed by the LSCB
• Promote inter-agency training
• Ensure that training is delivered to a high standard
• Ensure that inter-agency training reflects understanding of the rights of children and is informed by an active respect for diversity, and a commitment to ensuring equality of opportunity
• Ensure training is evaluated and recommendations for improvement are acted upon
• Measure and report to the LSCB on the impact of multi-agency safeguarding training
• Ensure that training provided is cost effective and the budget deployed efficiently
• Ensure the learning from serious case reviews is embedded in all multi-agency and single agency safeguarding training

The Training and Development Subgroup will provide an annual report to the LSCB of progress in meeting the actions under the overall LSCB business plan. It will reflect upon the training activity of the preceding year drawing upon comment from the trainers, training evaluation forms and other sources of information as appropriate. It will include statistics indicating the numbers attending LSCB courses and the agencies that they work for. It will indicate, as far as possible, training demands and priorities for the coming year.

The Training Programme

The Training Brochure is regularly updated; it outlines the current training programme and is regularly amended to reflect any changes as and when they happen.

The training programme incorporates recommendations resulting from recent local and national Serious Case Reviews and aims to increase participant’s knowledge and skills in the field of safeguarding children. The programme brochure includes an outline framework for delivery to ensure that staff receive the correct level of training in order to fulfil individual roles and responsibilities. Training Pathways are included to enable staff to track the most relevant pathway to follow.

The Training Brochure and Calendar can be accessed in the Training section of the Swindon LSCB Website www.swindonlscb.org.uk

Commissioning of Training

To ensure consistency and quality of training it will be delivered by accredited trainers. External trainers will provide a CV and meet where possible the accredited framework provided. Some trainers will be experts in their own right and will be well known in their field. However, they will go through the same evaluation criteria.
Course Administration

All course administration will be carried out by the LSCB business team.

Course Allocation

All courses will be published on the LSCB website and through the annual training brochure. Extra courses and briefing sessions may take place during the year if there is a change in legislation or the introduction of a new process. Flyers will be sent to all member agencies in these circumstances and the LSCB website will be updated.

All course applications must be via the LSCB website online booking form.

The LSCB aim is to offer all level one courses through an online E learning package. All e-learning courses must also be applied for via the online booking form.

The LSCB aim is for a broader section of agencies to be present at courses to reflect inter-agency working and to learn from each other. Therefore places are not allocated on a first come first served basis.

Confirmation of a place and venue instructions will be sent by e-mail or post to the applicant and to their manager three weeks prior to the event. Similarly unsuccessful applicants and their manager will be informed by e-mail three weeks prior to a course date.

Cancellation and Charging Policy

Demand for the LSCB courses is high and some applicants will not obtain a place. We therefore require a minimum of ten working days’ notice of any cancellation in order for the place to be offered to another candidate.

A fee will be payable where a booking is cancelled less than ten working days in advance, or where a candidate fails to attend a training event. In each case, the candidate’s employing agency will be invoiced for the fee.

Certificates of attendance

Certificates of attendance are available – delegates are required to contact the LSCB business team after attending a course if they require a certificate. In order achieve a Certificate of Attendance, the course evaluation form and register needs to be complete by the delegate.
Resources

Financial resources will be provided from the LSCB budget. Venues will be vetted for accessibility and cost.

A Training Budget will be published each year within the Annual Report.

Quality Assurance

The LSCB has a responsibility to ensure quality of multi-agency training. Training must be consistent and of a high quality. The effectiveness of training will be continually and consistently evaluated.

Measuring the quality and effectiveness of the training will be done at various stages. The stages are set out in the quality assurance cycle (see appendix 1).

Equality and Diversity

The LSCB training programme is underpinned by an ethos which values working together collaboratively across agencies, respecting diversity, promoting equality, is child centred and promotes the participation of children, young people and families in the process. This can only be achieved through truly embedding an understanding of good equality and diversity practice through all our work with and for the people of Swindon.
Appendix 1 - Swindon LSCB Training Quality Assurance & Evaluation Cycle

Needs for course identified via the annual Training Needs Analysis

Course materials developed with input from the Training Sub group

Training Delivered

Initial Evaluation completed at the end of the training course

Lesson observed by Training Sub group member

One month follow up evaluation

Report key finding to the Training Sub group on a six monthly basis

Training materials reviewed and amended as necessary