

## HEREFORDSHIRE SAFEGUARDING BUSINESS UNIT TRAINING NEWSLETTER

Welcome to the Herefordshire Safeguarding Business Unit Training Newsletter. This newsletter will keep you informed of any continuing professional development (CPD) courses that are currently available and new courses as they become available.



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To access any of the courses listed go to [CPD Online](#) to book your place

If you have any queries contact the Safeguarding Business Unit  
**admin.hscb@herefordshire.gov.uk** or Tel: 01432 260100

## **Creating a CPD Account**

The Hereford CPD Online Safeguarding Channel contains information on the training courses available for Herefordshire professionals. There is also a NEWS section which provides important information on forthcoming courses/conferences etc.

To view and book onto the courses you will need to set up an account:  
go to <https://www.herefordshirecpd.co.uk> to do this. The user guide is  
available to assist you.

If you have any queries contact the Safeguarding Business Unit  
**admin.hscb@herefordshire.gov.uk** or Tel: 01432 260100

## HSCB Training Levels

Training Levels



Staff Group – Adults Specialist /Strategic	Staff Group – Children Specialist / Strategic
All staff who are responsible for coordinating multi-agency enquires under the multi-agency procedures	Those in roles with particular safeguarding responsibilities including contributing, coordinating or managing safeguarding inquiries/ investigations, participating in Conferences and making/implementing protection plans. This includes supervisors and managers of staff undertaking these roles. Relates to Intercollegiate document Levels 4,5 &6

Staff Group – Adult’s Targeted	Staff Group – Children Targeted
All staff with responsibility for raising concerns / referrals under the multi-agency procedures	Members of the workforce who work predominantly with children, young people and/or their parents/carers: designated or lead professionals who could potentially be involved in the assessing, planning, intervening and taking part in multi-agency processes where there are safeguarding concerns. Relates to Intercollegiate document Level 3

Staff Group – Adults Universal	Staff Group – Children Universal
Anyone who has direct contact with adults at risk	Those working in an agency with a statutory duty to safeguard and their work brings them into contact with children and adults who are parents/carers - this includes those working in the statutory,  Voluntary, community or independent sectors. Relates to Intercollegiate document Level 1

The following courses are currently available.

## HSCB Targeted Training in Working Together to Safeguard Children – 1 Day Full Training and a Half Day Refresher Course

### Event Description:

**Who is it for?** Staff who work predominantly with children , health workers, children centre workers, teachers, school staff, GPs, nurses, foster carers, early help /family support workers and front line practitioners. Progression onto: other child related safeguarding sessions, e.g. Child sexual exploitation

### Objective / Outcomes

By the end of this session, participants will be able to recognise the levels of need and the referral process. Activities will include case studies and discussions will cover serious case reviews, parenting capacity and the voice of the child. There will be an opportunity for delegates to understand their own role within children's safeguarding and the multi-disciplinary nature of child protection. By the end of the course delegates will:

- Have received an update on national and local safeguarding procedures.
- Discussed a Serious case review and lessons learned.
- Discussed the importance of the voice of the child.
- Understand the legal and procedural framework.
- Know how to undertake their own role and responsibilities within their agency with regard to safeguarding children.
- Recognise roles and responsibilities of other agencies.
- Understand the Herefordshire Levels of Need and how to apply these in practice.
- Be aware of and identify the factors that can impact on the vulnerability of children
- Recognise the multi-disciplinary nature of child protection.

### Cost:

**£25 HALF DAY cost to non-contributing agencies**

**£50 FULL DAY cost to non-contributing agencies**

**All courses take place at the Plough Lane Council offices**

<b>Full one day course</b>	
19/09/2018	HSCB Targeted Working Together to Safeguard Children
20/11/2018	HSCB Targeted Working Together to Safeguard Children
16/01/2019	HSCB Targeted Working Together to Safeguard Children
25/06/2019	HSCB Targeted Working Together to Safeguard Children
12/03/2019	HSCB Targeted Working Together to Safeguard Children

<b>Refresher half-day course</b>	
03/10/2018	HSCB Targeted Refresher in Working Together to Safeguard Children
11/12/2018	HSCB Targeted Refresher in Working Together to Safeguard Children
13/02/2019	HSCB Targeted Refresher in Working Together to Safeguard Children Half Day Course
09/04/2019	HSCB Targeted Refresher in Working Together to Safeguard Children

## Neglect and Graded Care Profile 2 (GCP2)

### Event Description:

**Who is it for:** This one-day course is aimed at individuals that work and engage with children and families. The neglect and graded care profile training will strengthen competency to identify and challenge neglect. Training is for individuals in the private, public and voluntary and community sectors. This includes (but not exclusively) education, child care, health and criminal justice organisations.

Roles ideally suited to the training include: designated / nominated safeguarding / child protection personnel, family support practitioners, early help practitioners, social workers, carers, education staff, nursery personnel, health practitioners and staff who predominantly work with children/young people and families. It is particularly useful for practitioners who work with families in the service user family home.

### Objective / Outcomes

On completion of the training:

- delegates will understand and recognise child neglect
- delegates will know the impact of neglect on a child's development
- delegates will recognise potential barriers to effective engagement with families where neglect is a concern
- professionals will be assessed and licensed to use in practice the Graded Care Profile 2 tool to assess neglect and work with colleagues and families to reduce neglect
- practitioners will recognise how GCP2 can assist with addressing neglect and how it can be used in case management, child protection conferences and legal matters.

**Cost:** There is no cost for attendance on this course, however a cancellation charge will apply in accordance with the Safeguarding Board Cancellation Policy.

**All courses take place with the Plough Lane offices 9.30 – 4.30pm**

22/11/2018	Neglect & GCP2
12/09/2018	Neglect & GCP2
26/09/2018	Neglect & GCP2
10/10/2018	Neglect & GCP2
23/10/2018	Neglect & GCP2
06/11/2018	Neglect & GCP2
14/11/2018	Neglect & GCP2
04/12/2018	Neglect & GCP2
12/12/2018	Neglect & GCP2
15/01/2019	Neglect & GCP2
23/01/2019	Neglect & GCP2
05/02/2019	Neglect & GCP2
27/02/2019	Neglect & GCP2
27/03/2019	Neglect & GCP2
12/06/2019	Neglect & GCP2

# HSCB Targeted Child Sexual Exploitation - Half Day Course

## Event Description:

This course is aimed at practitioners working with children, young people and families; particularly those with responsibilities for child protection and safeguarding who may become aware of issues of sexual exploitation. The course will reflect on the need to gather evidence to support referrals and prosecution, effective working with children and young people, use of case studies to support learning and videos to demonstrate vulnerability.

## Who is it for?

Front line practitioners, social workers, nurses, teachers, GP's, mental health practitioners, family support workers, youth workers

## Additional Information

The delivery of this course is supported by specialists working locally in Herefordshire.

## Objectives / Outcomes

At the end of the course learners will be able to:

1. Describe the role of the professionals supporting young people affected by CSE
2. Describe the impact of CSE on young people and outline the differences between trends in local CSE and regional / national exploitation.
3. Explain the psychology and methodologies used by perpetrators to gain access to young people
4. Describe the local and national reporting / referral process including the gathering of evidence. Demonstrate knowledge of the CSE Toolkit.
5. Explain the escalation process to be followed if you do not agree the outcome of the referral process
6. Describe the cyber threat to young people and its relation to CSE, trafficking, terrorism, exploitation etc.

## Cost:

£25 HALF DAY cost to non-contributing agencies

**All courses take place at the Plough Lane Council offices**

07/11/2018	HSCB Targeted Child Sexual Exploitation ☐ Half Day Course
22/01/2019	HSCB Targeted Child Sexual Exploitation ☐ Half Day Course
20/03/2019	HSCB Targeted Child Sexual Exploitation ☐ Half Day Course
15/05/2019	HSCB Targeted Child Sexual Exploitation ☐ Half Day Course

## HSCB Targeted Training for Practitioners involved in Child Protection Conferences - Half Day Course

### Event Description:

This course has been developed by HSCB to ensure practitioners involved in child protection conferences (ICPCs and RCPCs) understand how these work and are confident to contribute to key child protection decisions.

### Objectives / Outcomes

On completion of the course the learner will understand:

- What to expect when attending a child protection conference
- How child protection conferences fit into the overall safeguarding framework
- Know how to make an effective contribution to achieving the best outcome for the child
- Understand the roles and responsibilities of the professionals who attend and how these fit into the overall child protection process
- Understand the expectation that the HSCB has regarding effective child protection conferences and your role in delivering to those standards

### Cost:

£25 HALF DAY cost to non-contributing agencies

**All courses take place with the Plough Lane offices**

18/10/2018	HSCB Targeted Training for Practitioners involved in Child Protection Conference Half Day Course
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## **MARAC Awareness**

### **Event Description**

This event is targeted at any professional that may come into contact with women, children and men, who may be exposed to domestic violence and abuse. Multi Agency Risk Assessment Conferences (MARAC) are multiagency case conferences that keep high risk victims of domestic violence and abuse safe and free from harm. The event will include: The Background to MARACS, What is a MARAC? MARAC Operating Protocol, DASH Risk Assessment, How to make a referral and The Survivor's voice.

### **Objectives / Outcomes**

By the end of the training, the delegate will have an enhanced knowledge of MARACs, the operating protocol and how to make a referral.

### **Cost**

There is no cost for attending this course

01/10/2018	MARAC Awareness Day
28/03/2019	MARAC Awareness Day



## HSAB /HSCB Joint Practitioner Forums

### Event Description:

Herefordshire Safeguarding Adults Board and the Herefordshire Safeguarding Children's Board hold bi-monthly multi-agency Practitioner Forums to support practitioners who work in safeguarding, health and care settings, or may have contact with children and adults, that may be at risk, and/ or have health and care requirements, and /or safeguarding needs.

The Practitioner Forums cover various thematic content that is set by those attend the forums.

### Objectives / Outcomes

Each session will have the standing agenda of:

- Welcome & registration
- Updates from the Safeguarding Boards including results of case audits, lessons learnt, changes in policy and legislation etc.
- Commissioning Updates
- Specialist Session / Guest Speakers based on a thematic approach
- Questions from the floor
- AOB

### Cost

There is no cost for attending this course

20/09/2018	Joint Practitioner Forum – the impact of early exposure to mental health & fictitious illness
28/11/2018	Joint Practitioner Forum – Sexual exploitation (adults & Children)
20/02/2019	Joint Practitioner Forum - TBC
25/04/2019	Joint Practitioner Forum - TBC

## Domestic Violence and Abuse Courses

DVA Courses are facilitated by an External Agency. A £50 charge will be made for all attendees from ALL Agencies.

### DVA – Awareness and Coercive Control

This one day course is suitable for practitioners and volunteers who work within families and victims of domestic violence & abuse.

By the end of the day attendees will be able to:

- Define domestic abuse
- Understand the dynamics of domestic abuse and coercive control
- Be aware of additional barriers, risk indicators, statistics and prevalence
- Be aware of the effects of domestic violence and abuse on adults and children
- Know how to deal with disclosures of victimisation and apply best practice
- Know how to make referrals to specialist services and interventions, and signpost to local and national services.
- Understanding the male victim experience
- Understand teen dating abuse and the barriers that are faced by young people to access specialist support
- Recognise domestic abuse and appreciate the additional barriers faced by victims in same-sex relationships

### DVA – Mental Health & Substance Misuse

Delegates must have either attended a DVA and Coercive Control course or have a fundamental understanding of DVA as the course tutor will assume prior knowledge.

The course is suitable for:

- Those with a responsibility for strategy and/or funding around DVA, mental health or substance misuse
- Practitioners / volunteers who work with vulnerable people.

Learning Objectives (prior knowledge of domestic abuse and mental health would be beneficial). By the end of the course the learner will have:

- An understanding of the link between domestic abuse and substance misuse
- An understanding of the link between domestic abuse and adverse mental health
- An awareness of statistics on the prevalence of domestic abuse and mental health and substance misuse
- An understanding of the short and long-term effects of DVA on mental health and substance misuse
- An awareness of strategies to support the victim of DVA with mental health and substance misuse problems
- A knowledge of risk indicators; local and national interventions and services

19/10/2018	1 Day DVA - Awareness & Coercive Control
21/05/2019	1 Day DVA - Awareness & Coercive Control
12/02/2019	1 Day DVA - Mental Health & Substance Misuse

### **Cost**

There is a £50 cost to **ALL** Agencies (Including those are not normally charged for HSCB Training) for attending this course

**Herefordshire Safeguarding Children Board  
Terms and Conditions Contributing Professional Development (CPD)  
(including Charging Policy) – Updated June 2018**

**Introduction**

These terms and conditions have been developed to aid the effective and efficient running of CPD online for the Herefordshire Safeguarding Children Board (HSCB) and the Herefordshire Safeguarding Adults Board (HSAB). These terms and conditions supersede any previous examples, whether verbal or written issued by HSCB and HSAB (the Training Provider). The Training Provider reserves the right to change the terms and conditions detailed above at any time and with immediate effect.

CPD online includes bookings for face to face training, online / virtual training, courses, conference, workshops, seminars and forums.

**1. Bookings and confirmations**

**1.1** Delegates must be named and the establishment / contact details on CPD Online checked when booking onto a course. Course instructions will be sent via the contact details held on CPD Online.

**2. Pre-requisites**

- 2.1** The person booking must ensure that any course pre-requisite requirements which are set out in the course details are met by the delegate.  
**2.2** The training provider reserves the right to refuse to train the delegate if the pre-requisites have not been met and may also apply cancellation charges should the delegate be unable to attend the course.

**3. Substitutes**

**3.1** Where applicable the training provider will accept a substitute delegate providing the substitute also meets the pre-requisite conditions of the course.

**4. Venues**

**4.1** The training provider reserves the right to change the venue from that specified in the published details, and delegates will be informed of any changes using the contact details held on CPD Online as soon as is practicably possible.

**5. Price and Payment**

**HSCB Contributing Partners & Volunteers**

- 5.1.** Contributing partners and volunteers are able to access HSCB & HSAB training free at point of delivery. Volunteers may be asked to provide proof of their volunteer status.  
**5.2** Externally resourced training may incur a universal training fee. You will be notified of any charges if applicable.

**Non-Contributing Partners and Agencies**

- 5.3** All courses are chargeable to delegates and all charges are quoted exclusive of VAT within the CPD Online course details  
**5.4** All delegates will be invoiced.  
**5.5.** The training provider reserves the right to change prices from those stated in any documentation.  
**5.6** Late bookings will be invoiced immediately after the course date.  
**5.7** Queries regarding fees must be raised within 20 working days from the date of the training. If no queries are raised within this time period the original fees will stand.

**6. Cancellation – HSCB Contributing and Non-Contributing Agencies**

In accordance with the May 2017 charging policy, the cancellation policy applies to all courses, conferences, on-line learning or training events (thereafter referred to as training), as follows:

- 6.1** Staff from contributing agencies\* will not be charged for places on training, but ALL organisations / agencies / departments will incur a cancellation fee in accordance with the cancellation policy below.
- 6.2** Staff from non-contributing agencies will be charged at a rate of £50.00 (full day training) or £25.00 (half day training) and cancelled bookings or non-attendance will incur a cancellation fee in accordance with the cancellation policy below.
- 6.3** Cancellation fees: If a delegate cancels their place or does not attend, the following charges will apply:

**A minimum of 10 working days' notice – No cancellation charge and full refund if paid for training.**

**Between 3 and 9 working days' notice – £25.00 (full day training) or £12.50 (half day training) per person will be charged.**

**Two working days or less notice including non-attendance – £50.00 (full day training) or £25.00 (half day training) per person will be charged.**

\* Contributing agencies are those organisations that contribute financially to the running of the HSCB/ HSAB.

- 6.4** Cancellation can be made by letter, email or phone stating reason for cancellation.
- 6.5** There may be circumstances where it is not appropriate to levy the cancellation charge. This will be at the discretion of the training provider.
- 6.6** While every effort is made to ensure courses run as advertised. The training provider reserves the right to cancel any course in the event of insufficient numbers of delegates or circumstances that arise beyond reasonable control. In such cases all course fees will be reimbursed in full and no cancellation fees will apply.

## **7. Special Requirements**

**7.1** If any delegate considers they have special requirements under the DDA 1995 the training provider will try to make reasonable adjustments to accommodate these, however the delegate should contact the HSCB CPD Online Admin to inform them of their needs in the first instance.

## **8. Equal Opportunities**

- 8.1** As a training provider, HSCB/ HSAB have responsibility under equalities legislation.
- 8.2** If any delegates' behaviour is deemed to be in breach of such legislation the delegate will be removed from the course and their behaviour reported to their manager /establishment.

## **9. Health and safety and security**

- 9.1** Delegates are expected to comply with all health and safety regulations pertinent to the course.
- 9.2** The training provider cannot take responsibility for personal possessions and delegates should make suitable arrangements to keep them safe.
- 9.3** Course materials given to or equipment used by delegates should be treated with respect. Damage caused by inappropriate behaviour may incur a charge for replacement.

## **10. Copyright**

**10.1** The Training Provider retains its intellectual property rights on materials produced and given to delegates. The copyright conditions of materials will be made clear on the course.

## **11. Confidentiality and data security**

- 11.1** By registering on this site or making a booking, you acknowledge that you have read and agree to our privacy policy, which details why and how we manage, store and maintain your data.
- 11.2** Each party acknowledges that all material and information which has or will come into the possession and knowledge of each in connection with this agreement or the performance hereof, consists of confidential and proprietary data, whose disclosure to or use by third parties will be damaging. Both parties, therefore, agree to hold such material and information in strictest confidence, not to make use thereof other than for the performance of this agreement, to release it only to employees requiring such information, and not to release or disclose it to any other party.
- 11.3** Each party agrees that in the event that confidential information which is the responsibility of either party is accidentally released by either party to the other, each party undertakes to inform the

other upon discovery, to keep the information strictly confidential, and to return or destroy the information immediately without copying or onward transmitting that information.

## **Safeguarding Business Unit Contact Information**

**The Safeguarding Business Unit comprises the following:**

- **Herefordshire Safeguarding Children Board**
- **Herefordshire Safeguarding Adults Board**
- **Herefordshire Community Safety Partnership**

**And is based at:**

**Council Offices  
Plough Lane  
Hereford  
HR4 0LE**

**Telephone:  
01432 260100**

**Email: [admin.hscb@herefordshire.gov.uk](mailto:admin.hscb@herefordshire.gov.uk)**

**Website: [www.herefordshiresafeguardingboards.org.uk](http://www.herefordshiresafeguardingboards.org.uk)**

**Business Coordinators:**

**Ed Hughes  
Fran Lennon  
Jill Lewis**