



# LEEDS SAFEGUARDING CHILDREN BOARD

## **Training Calendar Autumn Term 2010**



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## Introduction

The LSCB Training Calendar provides information on all of the LSCB multi-agency courses, along with the current dates of sessions being offered for 2010 – 2011 (1<sup>st</sup> September 2010 – 31<sup>st</sup> December 2010).

Additional courses or study days which are not advertised within the calendar will be advertised via flyer.

The training is available at no cost to all workers (paid or voluntary) working with children, young people and / or their parents / carers within Leeds. Students on placement may apply for places, however priority is given to paid staff and volunteers.

All training is approved and endorsed by the LSCB Training and Development Sub Group, although it may incorporate sessions provided for the LSCB from our partner agencies. All LSCB trainers are provided by our partner agencies and train in addition to their normal workload.

Level 1 Training should be provided in-house by organisations to their staff, however for organisations and agencies where this is not possible a multi-agency Level 1 training course is available.

For further information about any of the LSCB training please contact the LSCB Training Section:

LSCB Training  
Room 106, First Floor  
Enterprise House  
12 St Paul's Street  
Leeds  
LS1 2LE

Fax: 0113 3950362

[www.leedslscb.org.uk](http://www.leedslscb.org.uk)

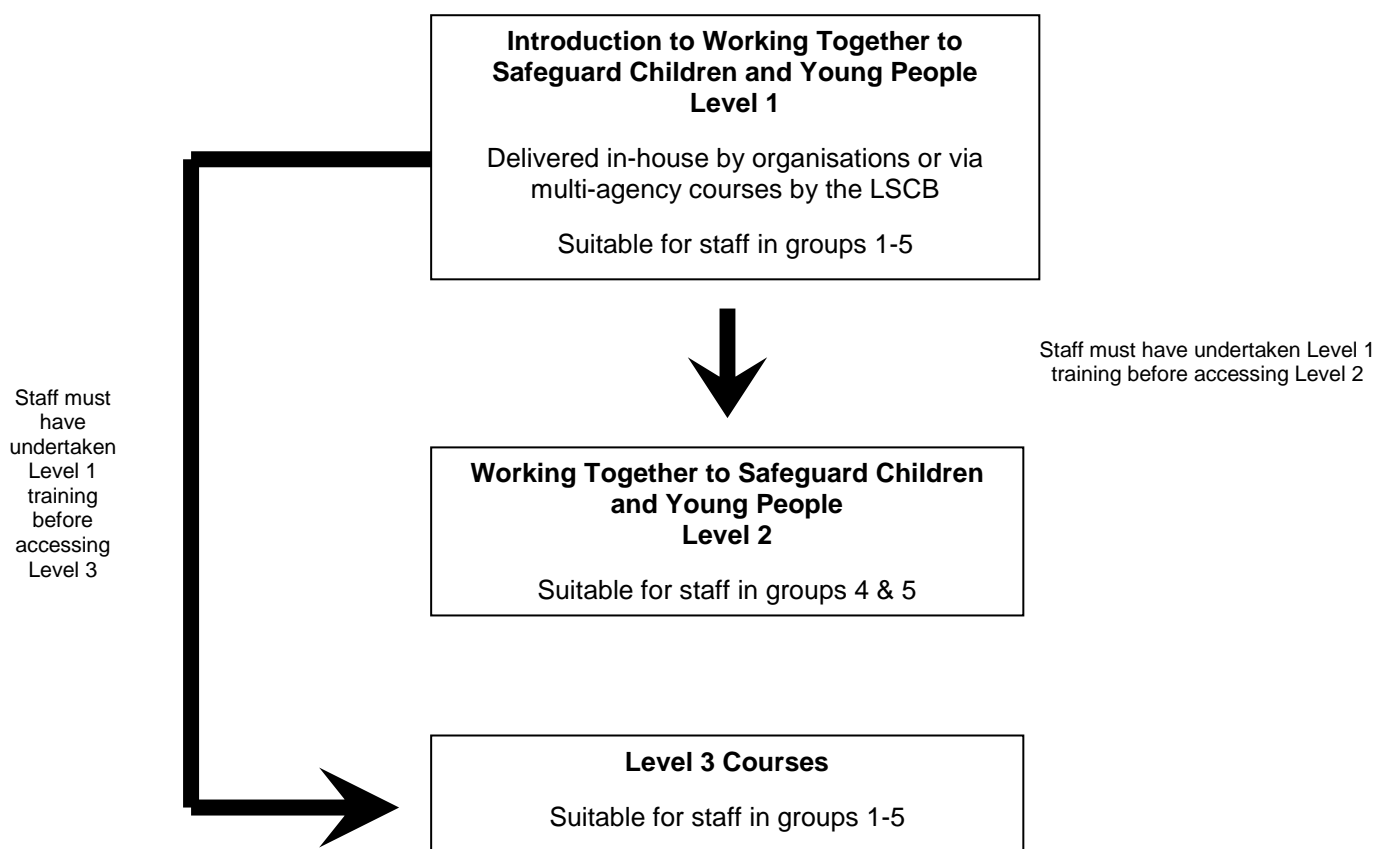
**Training and Development Officer** - Karen Shinn  
[karen.shinn@leeds.gov.uk](mailto:karen.shinn@leeds.gov.uk)  
0113 3952121

**Training Administrator** – Emily Graves  
[emily.graves@leeds.gov.uk](mailto:emily.graves@leeds.gov.uk)  
0113 2476538

## Identifying Training Needs

Individuals should identify their training needs and which courses are appropriate for them through supervision and discussions with their organisations safeguarding representatives, based upon their job roles and contact with children and young people (see chart for guidance).

The flowchart below outlines the standard training route provided by the LSCB .



**Group 1** - Staff in infrequent contact with children, young people and/or parents/carers who may become aware of possible abuse or neglect. For example, librarians, GP receptionists, community advice centre staff, groundsmen, recreation assistants, environmental health officers.

**Group 2** - Those in regular contact or have a period of intense but irregular contact, with children, young people and/or parents/carers, who may be in a position to identify concerns about maltreatment, including those that may arise from the use of CAF. For example, housing, hospital staff, YOTs in secure settings and in community, the police other than those in specialist child protection roles, sports development officers, allied health professionals, disability specialists, faith groups, community youth groups, play scheme volunteers.

**Group 3** - Members of the workforce who work predominantly with children, young people and/or their parents/carers and who could potentially contribute to assessing, planning, intervening and evaluating the needs of a child and parenting capacity where there are safeguarding concerns. For example, paediatricians, GPs, youth workers, those working in the early years sector, residential staff, midwives, school nurses, health visitors, sexual health staff, teachers, probation staff, sports club welfare officers, those working with adults in, for example, learning disability, mental health, alcohol and drug misuse services, those working in community play schemes.

**Group 4** - Members of the workforce who have particular responsibilities in relation to undertaking section 47 enquires, including professionals from health, education, police and children's social care; those who work with complex cases and social work staff responsible for co-ordinating assessments of children in need.

**Group 5** - Professional advisors, named and designated lead professionals.



## Course Application

### Cost

There is no charge to attend any LSCB training courses.

### Application Forms

Individuals should apply for LSCB training courses using the LSCB application form (a copy of which is at the back of this calendar – Appendix 2). Only fully completed LSCB forms will be accepted. Applications made on individual agency or Leeds City Council forms will be returned.

Application forms require a manager's signature and contact details.

Applications stating next available date will also not be accepted as dates may not be suitable.

### Submission of forms

Forms can be submitted electronically (via the website or e-mail) or by post. If submitting a form electronically please ensure that it is in a word document, and that although a manager cannot sign the form, the managers details must be completed in full, and your manager must support your application.

### Receipt of forms / allocation of places

On receipt of an application an individual will be allocated a place if one is available. Places are allocated on a first come first served basis, with the exception of Level 2 courses whereby partner agencies are allocated a set number of places. Applications for this course should be made as follows:

**Health** – applications to LSCB Training Administrator, places are allocated by the Named Nursing Team

**CYPSC** – applications to, and allocation by Jude Penman, CYPSC OD (0113 2478601)

**IYSS** – applications to LSCB Training Administrator, places are allocated on a first come first served basis

**Education Leeds** - applications to, and allocation by Education Leeds Child Protection Team (0113 3951210)

**Early Years** - applications to LSCB Training Administrator, places are allocated on a first come first served basis

**Third Sector and other agencies** - applications to LSCB Training Administrator, places are allocated on a first come first served basis

Places can be reserved on a training course via phone, and confirmed by receipt of an application form. Reserved places will only be held for two weeks before they are released.

### Confirmation of a training place

Confirmation of training places will be sent out to all participants by either email or letter approximately four weeks before the course is due to run. Your confirmation will include details of the course time and venue, including a map / directions. If you haven't been allocated a place you will also be notified of this approximately four weeks prior to the course. Please do not attend unless you have received confirmation of your place from the Training Administrator (you may be required to show this on the day of the course).

### Cancellation of a training place

If you wish to cancel a place you have applied for please contact a member of the LSCB Training Section. You will be given a cancellation code, which you can quote if questioned by a member of the Training Section regarding non-attendance at a course.

The earlier a place is cancelled the more likely the chance of us being able to fill a place from the waiting list.

### Waiting Lists

Waiting lists are held for all courses where applicable, and people will be contacted if a place becomes available. Unfortunately due to high numbers waiting lists can not be automatically carried forward to the next course, and if they have been unsuccessful people are encouraged to reapply for a different date.



## **Course Information**

### **Start Times**

All times stated within the calendar are the start times. Participants should therefore arrive at the venue in plenty of time to be sat and ready to start at the stated time.

### **Signing In**

Participants are required to sign the sheet provided at the start of a course. Failure to do so may result in a participant not being given a certificate and being charged for non-attendance. If a participant's name does not appear on the sheet the trainer has the right to request that the person does not stay for the course, or that the participant shows proof of their place (confirmation letter).

### **Late arrival / early departure**

We understand that unavoidable circumstances may mean that a participant is late for a course or needs to leave early. If you know in advance that this may be an issue for you please contact a member of the LSCB Training Section to discuss. The LSCB Training Section and the trainers have the right to refuse a place to a participant if they will miss a significant section of the session. If a participant is held up on the way to a course it would be appreciated if they could contact the LSCB Training Section to inform them, who will in turn inform the trainers.

### **Certificates**

All participants on LSCB courses will receive a Certificate of Attendance, however the trainer reserves the right not to give certificates to people who do not attend for a full day.

### **Evaluation**

Participants will be given an opportunity to evaluate a course at the end of a session. This information will be used to inform future training, including updating materials, changing course content and venue choice.

In addition participants will be sent a Post Evaluation form three months after the course to enable us to gauge learning impact. This will be sent to the line manager to be completed within supervision.

### **Non-attendance**

Due to high numbers of people not attending courses the LSCB have a Non-attendance Policy (see Appendix 1). If a participant fails to attend without unavoidable reason, or fails to obtain a cancellation code (see page 4) their Line Manager will be contacted and a charge of £50 levied. All charges recuperated will be directed back into the training budget.

### **Refreshments / Lunch**

In order to allow the LSCB to provide free places on courses we do not provide lunch for participants. Lunch is available to order at some venues, and trainers will inform participants of local facilities at the start of a day. Participants are also welcome to bring their own lunch.

The LSCB will provide tea, coffee and biscuits throughout the day on all courses.

### **Additional Learning Requirements**

Should you have any additional requirements which would make your learning and participation on a course better please use the section on the application form to inform us of this. We will make every effort to meet these needs, and if this is not possible we will contact you to discuss.

## Introduction to Working Together to Safeguard Children and Young People – Level 1

A four hour introductory training for people who may have the ability to identify levels of vulnerability for children and young people, or who are in regular contact with children and young people either directly, through work with their families/carers or the setting in which they work (groups 1-5)

This is seen as a minimum requirement for all people working within settings which work with or have regular contact with children and young people. It is recommended that people undertake refresher training every 3 years.

**This course should be accessed through your own agency**, however for agencies from the smaller voluntary or private sector that does not have access to training within their own agency this course is available via the LSCB multi-agency sessions.

Staff wishing to attend Level 1 on the evening session will need to attend both sessions, ie both the 17<sup>th</sup> & 18<sup>th</sup> November.

### Learning Outcomes

By the end of the course participants should gain an understanding of :

- Child abuse and neglect including signs and indicators.
- Normal child development
- What to do in response to concerns, documentation and the sharing of information regarding concerns
- Their own safeguarding roles and responsibilities
- Working together to identify assess and meet the needs of children where there are safeguarding concerns
- The impact of parenting issues such as domestic abuse and substance misuse on parenting capacity.
- The importance of family history and functioning

### Session Times

| Date   | Time          | Venue                         |
|--|---------------|-------------------------------|
| Thursday 9 <sup>th</sup> September                       | 09:00 – 13:00 | Burley Lodge Centre           |
| Wednesday 15 <sup>th</sup> September                     | 13:00 – 17:00 | Team Talk                     |
| Tuesday 21 <sup>st</sup> September                       | 09:00 – 13:00 | Tech North                    |
| Wednesday 29 <sup>th</sup> September                     | 13:00 – 17:00 | St George's Centre            |
| Friday 8 <sup>th</sup> October                           | 09:00 – 13:00 | Burley Lodge Centre           |
| Monday 11 <sup>th</sup> October                          | 13:00 – 17:00 | Pudsey Civic Hall             |
| Tuesday 19 <sup>th</sup> October                         | 13:00 – 17:00 | Belle Isle Open Access Centre |
| Saturday 13 <sup>th</sup> November                       | 09:00 – 13:00 | Middleton Railway             |
| Thursday 11 <sup>th</sup> November                       | 13:00 – 17:00 | St George's Centre            |
| Wed & Thurs 17 <sup>th</sup> & 18 <sup>th</sup> November | 18:30 – 20:30 | Tech North                    |
| Monday 22 <sup>nd</sup> November                         | 13:00 – 17:00 | Tech North                    |
| Thursday 2 <sup>nd</sup> December                        | 09:00 – 13:00 | Pudsey Civic Hall             |
| Monday 6 <sup>th</sup> December                          | 13:00 – 17:00 | Belle Isle Open Access Centre |
| Tuesday 14 <sup>th</sup> December                        | 09:00 – 13:00 | St George's Centre            |
| Friday 17 <sup>th</sup> December                         | 13:00 – 17:00 | Team Talk                     |

## Working Together to Safeguard Children and Young People – Level 2

A one day multi-agency course for staff and volunteers with a particular responsibility for safeguarding children, such as designated or named professionals who may be undertaking s47 enquiries or working with complex cases, or those who would regularly attend Initial Child Protection Conferences.

Participants must have completed Level 1 before they can attend this training.

### Learning Outcomes

By the end of the course participants should have:

- A greater awareness of how section 47 enquires are undertaken, along with their individual roles and responsibilities within that process.
- A greater awareness of the role of agencies in safeguarding children and the prevention of child abuse
- An improved knowledge of the legislation, structures and local procedures in child protection from referral through Initial Child Protection Conference to planning, review and post conference work with children and families
- An understanding of decision making processes within child protection, including taking emergency action, making referrals and at Initial Child Protection Conference.
- A greater understanding of ensuring effective professional practice, including anti-discriminatory practice, supervision, information sharing and record keeping

### Session Times

| Date                                | Time          | Venue               |
|-------------------------------------|---------------|---------------------|
| Wednesday 8 <sup>th</sup> September | 09:00 – 16:30 | Tech North          |
| Tuesday 14 <sup>th</sup> September  | 09:00 – 16:30 | St George's Centre  |
| Thursday 23 <sup>rd</sup> September | 09:00 – 16:30 | Pudsey Civic Hall   |
| Friday 24 <sup>th</sup> September   | 09:00 – 16:30 | Pudsey Civic Hall   |
| Monday 4 <sup>th</sup> October      | 09:00 – 16:30 | St George's Centre  |
| Tuesday 12 <sup>th</sup> October    | 09:00 – 16:30 | Team Talk           |
| Wednesday 20 <sup>th</sup> October  | 09:00 – 16:30 | Tech North          |
| Thursday 21 <sup>st</sup> October   | 09:00 – 16:30 | Tech North          |
| Thursday 4 <sup>th</sup> November   | 09:00 – 16:30 | Pudsey Civic Hall   |
| Wednesday 10 <sup>th</sup> November | 09:00 – 16:30 | Burley Lodge Centre |
| Monday 15 <sup>th</sup> November    | 09:00 – 16:30 | Burley Lodge Centre |
| Tuesday 16 <sup>th</sup> November   | 09:00 – 16:30 | Burley Lodge Centre |
| Wednesday 1 <sup>st</sup> December  | 09:00 – 16:30 | Team Talk           |
| Friday 10 <sup>th</sup> December    | 09:00 – 16:30 | Tech North          |
| Wednesday 15 <sup>th</sup> December | 09:00 – 16:30 | St George's Centre  |
| Thursday 16 <sup>th</sup> December  | 09:00 – 16:30 | St George's Centre  |



## **Children & Young People who go Missing – Level 3**

A one day multi-agency course for staff and volunteers with a particular responsibility for safeguarding children who are at risk of going, or who have gone missing.

Participants must have completed Level 1 either through their own agencies or the LSCB before they can attend this training

### **Learning Outcomes**

By the end of the course participants should be able to:

- know practically how to respond to young people who go missing including which local children's services are available
- understand the new statutory guidance and the Children Leeds procedures for children and young people who go missing from home, school or care
- have an awareness of the issues around going missing, who is most at risk, the reasons for it and the numbers for Leeds and to know the impact of not acting
- be able to identify the causes for missing children and young people, and factors likely to reduce going missing
- have an awareness of the links to Child Sexual Exploitation and Missing from Education

### **Session Times**

| <b>Date</b>                       | <b>Time</b>   | <b>Venue</b>                  |
|-----------------------------------|---------------|-------------------------------|
| Tuesday 5 <sup>th</sup> October   | 09.00 – 16.30 | Belle Isle Open Access Centre |
| Thursday 9 <sup>th</sup> December | 09.00 – 16.30 | Team Talk                     |



## **Child Protection and Children with Disabilities – Level 3**

A one day multi-agency course for staff and volunteers with a particular responsibility for safeguarding disabled children. This course explains why and how disabled children are vulnerable to abuse, describes how attitudes to disability may affect recognition and responses to abuse, and provides possible strategies for responding to possible cases of child abuse

Participants must have completed Level 1 either through their own agencies or the LSCB before they can attend this training.

### **Learning Outcomes**

By the end of the course participants should be able to:

- Explain why and how disabled children are vulnerable to abuse
- Describe how attitudes to disability may affect recognition and responses to abuse.
- Show an understanding of strategies for responding to possible cases of child abuse.
- Consider and implications of the issues addressed on the training for their own practice.

### **Session Times**

| <b>Date</b>                      | <b>Time</b>   | <b>Venue</b>       |
|----------------------------------|---------------|--------------------|
| Friday 26 <sup>th</sup> November | 09:00 – 16:30 | Terry Yorath House |



## **Child Protection and Links with Forced Marriage – Level 3**

A one day multi agency course for staff and volunteers working with children and young people and/or families where forced marriage may be an issue due to their culture and/or country of origin.

Participants must have completed Level 1 either through their own agencies or the LSCB before they can attend this training.

### **Learning Outcomes**

By the end of the course participants should be able to:

- To describe the issues facing children and young people at risk of forced marriage
- To identify signs and indicators of children and young people at risk of forced marriage, and able to make the links between this and child abuse
- Identify the responsibilities for providing services and responding to children and young people identified at risk of forced marriage

### **Session Times**

| <b>Date</b>                        | <b>Time</b>   | <b>Venue</b> |
|------------------------------------|---------------|--------------|
| Thursday 18 <sup>th</sup> November | 09:30 – 15:30 | Team Talk    |



## **Child Protection and Women Experiencing Violence From Men They Know – Level 3**

A one day multi-agency course for staff and volunteers with a particular responsibility for safeguarding children when issues facing women and children living with violence from men they know are raised.

Participants must have completed Level 1 either through their own agencies or the LSCB before they can attend this training.

### **Learning Outcomes**

By the end of the course participants should be able to:

- Describe some of the issues facing women and children living with violence from men they know.
- Recognise the effects of violence against women by men they know on women and children, and able to make the links between this and child abuse.
- Describe the inter-agency roles and responsibilities for providing services to women and their children experiencing violence, and identify good practice in service delivery.

### **Session Times**

| <b>Date</b>                       | <b>Time</b>   | <b>Venue</b>        |
|-----------------------------------|---------------|---------------------|
| Wednesday 6 <sup>th</sup> October | 09:00 – 16:30 | Burley Lodge Centre |



## **Child Sexual Exploitation Briefing – Level 3**

Delivered by partner agencies from the LSCB Child Sexual Exploitation Task Group this is a two hour introductory briefing for staff and volunteers with a particular responsibility for safeguarding children when issues of sexual exploitation arise.

Participants must have completed Level 1 either through their own agencies or the LSCB before they can attend this training.

### **Learning Outcomes**

By the end of the course participants should have:

- A knowledge base about child sexual exploitation
- A risk matrix to identify levels of concern
- Information about the central points for advice and support
- Knowledge of the referral processes and West Yorkshire Procedures
- Information about how you can be involved with the police in the disruption and prosecution of perpetrators.

### **Session Times**

| <b>Date</b>                       | <b>Time</b>   | <b>Venue</b>        |
|-----------------------------------|---------------|---------------------|
| Monday 13 <sup>th</sup> September | 14:00 – 16:30 | Burley Lodge Centre |



## **Children and The Net – Level 3**

A one day multi-agency course for staff and volunteers with a particular responsibility for safeguarding children who regularly use information and communication technologies such as the internet and mobile phones. The course provides an understanding of the development and range of information and communication technologies (ICT), their use by children and young people and by those who present a risk to them.

Participants must have completed Level 1 either through their own agencies or the LSCB before they can attend this training.

### **Learning Outcomes**

By the end of the course participants should be able to:

- describe some of the developments in ICT
- demonstrate an understanding of how children and young people use ICT
- name the main areas of risk to children and young people in their use of ICT
- identify the main features of the legislation, guidance and procedures relevant to safeguarding children and young people within ICT
- describe some of the ways in which ICT is used by those who present a risk to children
- identify practice issues in relation to their work with children and young people or adults

### **Session Times**

| <b>Date</b>                        | <b>Time</b>   | <b>Venue</b>   |
|------------------------------------|---------------|----------------|
| Wednesday 3 <sup>rd</sup> November | 09:30 – 15:30 | Path Yorkshire |

## Female Genital Mutilation (FGM) Awareness – Level 3

A half day multi-agency course for staff and volunteers with a particular responsibility for safeguarding children who are at risk of undergoing Female Genital Mutilation (FGM) due to their culture and / or country of origin, and those children who have already undergone FGM. Staff should consult the table below for further guidance about areas where FGM is practiced to see if they work with children and young people at risk.

Participants must have completed Level 1 either through their own agencies or the LSCB before they can attend this training.

### Learning Outcomes

By the end of the course participants should be able to:

- Define/Classify FGM, including age performed, practitioners, methods used.
- Understand FGM's history and theories of origin.
- Understand FGM's health consequences.
- Understand the reasons and beliefs that support FGM, and the prevalence/distribution of FGM in Africa/UK.
- Understand Anti-FGM Legislation in the UK - Criminal/Child Protection.
- Identify women with FGM and identify the at risk, or circumcised child.
- Understand appropriate referral pathways for child protection.

### Session Times

| Date                              | Time        | Venue             |
|-----------------------------------|-------------|-------------------|
| Monday 20 <sup>th</sup> September | 09.30-13.00 | Team Talk         |
| Thursday 2 <sup>nd</sup> December | 09.30-13.00 | Armley Park Court |

| Country                        | Prevalence | Type of FGM performed  |
|--------------------------------|------------|--|
| <b>Most reliable estimates</b> |            |  |
| Burkina Faso                   | 72%        | Type II  |
| Central African republic       | 43%        | Types I & II   |
| Cote d'ivoire                  | 43%        | Type II  |
| Egypt                          | 97%        | Type I (17%) Type II (72%) Type III (9%)                     |
| Eritrea                        | 95%        | Type I (64%) Type II (4%) Type III (34%)                     |
| Guinea                         | 99%        | Type II  |
| Kenya                          | 38%        | Type I & II Type III practiced in eastern regions            |
| Mali                           | 94%        | Type I (52%) Type II (47%), Type III in southern Mali (1%)   |
| Niger                          | 5%         | Type II  |
| Nigeria                        | 25%        | Type I Type II predominant in south Type III only in north   |
| Somalia                        | 98-100%    | Type III   |
| Sudan                          | 89%        | Type I (15%) Type II (3%) Type III (82%)                     |
| Tanzania                       | 18%        | Type I & II  |
| Togo                           | 12%        | Type II  |
| Yemen                          | 23%        | No data  |
| <b>Other estimates</b>         |            |  |
| Benin                          | 50%        | Type II  |
| Chad                           | 60%        | Type II Type III only in the north                           |
| Ethiopia                       | 85%        | Types I & II Type III in regions bordering Sudan and Somalia |
| Gambia                         | 80%        | Type II  |
| Ghana                          | 30%        | Type II  |
| Liberia                        | 60%        | Type II  |
| Senegal                        | 20%        | Type II  |
| Sierra Leone                   | 90%        | Type II  |
| <b>Questionable estimates</b>  |            |  |
| Cameroon                       | 20%        | Type I & II  |
| Dem Rep Congo                  | 5%         | Type II  |
| Djibouti                       | 98%        | Type II & III  |
| Guinea-Bissau                  | 90%        | Types I & II   |
| Mauritania                     | 25%        | Types I & II   |
| Uganda                         | 5%         | Types I & II   |



## **Level 1 Training for Trainers – Level 3**

A one day multi-agency training day to enable organisations to deliver the LSCB Level 1 session in-house. This session is only open to participants from organisations who can not access Level 1 training through their own agency.

Participants will be trained to deliver the LSCB Level 1 training courses, and will also be given a copy of the resources for use in-house.

Participants must have completed Level 1 either through their own agencies or the LSCB before they can attend this training.

### **Learning Outcomes**

By the end of the course participants should be able to:

- Understand the importance of safeguarding and the need for level 1 training
- Understand how adults learn and the different learning styles
- Learn techniques of how to handle difficult situations
- Deliver the LSCB Level 1 course in-house
- Understand the process of support from the LSCB to in-house trainers

### **Session Times**

| <b>Date</b>                       | <b>Time</b> | <b>Venue</b>   |
|-----------------------------------|-------------|----------------|
| Monday 13 <sup>th</sup> September | 09.30-16.30 | Path Yorkshire |



## **Multi-agency Working to Safeguard Children and Young People from Sexual Exploitation – Level 3**

Delivered by partner agencies from the LSCB Child Sexual Exploitation Task Group this is a one day multi-agency course for staff and volunteers with a particular responsibility for safeguarding children when issues of sexual exploitation arise.

Participants must have completed Level 1 either through their own agencies or the LSCB before they can attend this training.

### **Learning Outcomes**

By the end of the course participants should be able to:

- Have an understanding of issues of child sexual exploitation
- Understand the work of specialist agencies.
- Have an overview of legislation, and guidance around CSE
- Reflect on their professional role and explore ways to effectively safeguard children from CSE.

### **Session Times**

| <b>Date</b>                        | <b>Time</b>   | <b>Venue</b>      |
|------------------------------------|---------------|-------------------|
| Wednesday 13 <sup>th</sup> October | 09:30 – 16:30 | Middleton Railway |



## **Not Just Our Daughters – Sexual Exploitation of Boys and Young Men – Level 3**

Delivered by our partner agency Blast this is a one day multi-agency course for staff and volunteers working with boys and young men where sexual exploitation issues arise.

Participants must have completed Level 1 either through their own agencies or the LSCB before they can attend this training.

### **Learning Outcomes**

By the end of the course:

- Participants will be more confident with the concept of sexual exploitation in relation to boys and young men.
- Participants will be knowledgeable regarding the grooming process and the factors that contribute to the sexual exploitation of boys and young men.
- Participants will gain a greater understanding of the BLAST Project, including how to refer and work in partnership with the project.
- Participants will be more comfortable with the issues of sexuality and identity that impact on boys and young who are involved in sexual exploitation through prostitution.

### **Session Times**

| <b>Date</b>                       | <b>Time</b>   | <b>Venue</b>   |
|-----------------------------------|---------------|----------------|
| Tuesday 16 <sup>th</sup> November | 10:00 – 16:00 | Path Yorkshire |



## **Preventing Injuries Caused by Forcible Shaking (Never Shake a Baby Awareness) – Level 3**

A half day multi-agency course for staff with a particular responsibility for the safeguarding of children who are at risk of being shaken, including those working within Health Visiting, CYPSC, Midwifery, Early Years Services, and those working with young parents, teenage carers, lone parents and other carers.

Participants must have completed Level 1 either through their own agencies or the LSCB before they can attend this training

### **Learning Outcomes**

By the end of the course participants should be able to:

- Describe Shaken Baby Syndrome
  - How shaking is different from other forms of abuse.
  - What activities will and will not cause shaking injuries.
  - Injuries caused by shaking, long-term outcomes and victim and perpetrator statistics.
- Understand how coping with crying has an impact on forcible shaking
  - Latest research on early infant crying
  - How crying is linked to shaken baby syndrome.
  - Coping strategies to deal with the frustration caused by inconsolable crying.
- Undertake group work demonstrations
  - Practical demonstrations about how shaking damages the brain and how these can be used with parent / carer groups

### **Session Times**

| <b>Date</b>                      | <b>Time</b>   | <b>Venue</b>      |
|----------------------------------|---------------|-------------------|
| Monday 29 <sup>th</sup> November | 09.30 – 12.30 | Armley Park Court |



## **Safeguarding Training for Managers – Level 3**

A one day multi-agency course for people who manage workers engaged in safeguarding work. Participants will be expected to have a working knowledge of safeguarding systems within their own organisation, including referral systems and involvement in Child Protection Conferences.

### **Learning Outcomes**

By the end of the course participants should be able to:

- Define what is child abuse, and how it has changed over time
- Describe how individual, institutional and social factors may contribute to the likelihood of abusive behaviour occurring
- Identify the legal framework for the safeguarding and protection of children
- Refer to the procedures for reporting abuse
- Have an understanding on the SCR process, and lessons learnt
- Identify support mechanisms for staff
- Recognise how and when to share information
- Understand how practitioners get stuck / lose focus
- Understand how to deal with insufficient response from other organisations

### **Session Times**

| <b>Date</b>                         | <b>Time</b> | <b>Venue</b>      |
|-------------------------------------|-------------|-------------------|
| Wednesday 24 <sup>th</sup> November | 09.30-16.30 | Middleton Railway |



## **Safer Recruitment – Level 3**

A one day multi-agency course for managers and staff with a particular responsibility for recruiting paid and voluntary workers into positions which have contact with children and young people and / or their carers.

This course looks at how to undertake the recruitment process safely with regards to child protection. Please note that this is not a course on recruitment and selection, rather how to make those processes safer.

This course contains a multiple choice assessment

Participants must have completed Level 1 either through their own agencies or the LSCB before they can attend this training.

### **Learning Outcomes**

By the end of the course participants should be able to:

- identify the key features of staff recruitment that help deter or prevent the appointment of unsuitable people
- consider policies and practices that minimise opportunities for abuse or ensure its prompt reporting
- begin to review their own and their organisations' policies and practices in recruitment with a view to making them safer

### **Session Times**

| <b>Date</b>                     | <b>Time</b>   | <b>Venue</b> |
|---------------------------------|---------------|--------------|
| Monday 8 <sup>th</sup> November | 09.00 – 16.30 | Team Talk    |



## **Young Women, Risk Taking Behaviours, Child Sexual Exploitation and the Law – Level 3**

Delivered by our partner agency Genesis this is a one day multi-agency course for staff and volunteers working with girls and young women (and / or their families) who are at risk of sexual exploitation, including prostitution.

Participants must have completed Level 1 either through their own agencies or the LSCB before they can attend this training.

### **Learning Outcomes**

By the end of the course participants should be able to:

- Have a working knowledge of the organisation Genesis and the work they do
- Appreciate why we have stereotypes and how they influence our attitudes and those of society
- Have improved understanding of what is meant by sexual exploitation
- Develop an understanding of the difficulties faced when trying to exit risky lifestyles
- Consider prevention strategies

### **Session Times**

| <b>Date</b>                         | <b>Time</b>   | <b>Venue</b>                  |
|-------------------------------------|---------------|-------------------------------|
| Wednesday 24 <sup>th</sup> November | 09.00 – 16.30 | Belle Isle Open Access Centre |

## Additional Courses

Serious Case Review recommendations often identify the need for new or additional training. Review of training provision across the City can identify existing courses within the city which are delivered by partner agencies which address recommendations that have been made.

The following courses meet the identified recommendations of recent SCR's carried out within Leeds, and we signpost you to them:

| Course  | Learning Outcomes   | Suitable For   | Cost                    | Delivering Agency                            | Contact Details for Further Information   |
|---|---|--|-------------------------|--|---|
| <p><b>Low Mood, Depression, Self Harm and Suicidal Intent: Identification and Assessment</b></p> <p>The focus of this day is awareness raising and assessment</p> | <p>By the end of the day delegates should be:</p> <ol style="list-style-type: none"> <li>1. Aware of the links between low mood, depression, self harm and suicidal intent in children and young people.</li> <li>2. Able to identify concerning warning signs.</li> <li>3. Be equipped to carry out an initial assessment with children and young people who may be depressed, suicidal or self harming.</li> <li>4. Be confident in knowing when and how to refer these young people to the CAMHS service</li> </ol>  | <p>Staff and volunteers working with children and young people and /or families</p>  | <p>Fully subsidised</p> | <p>CAMHS, NHS Leeds Community Healthcare</p> | <p>0113 295 3476<br/>admin.camhstraining@nhs.net<br/>www.camhs.leeds.nhs.uk</p> <p>for application forms and info on further CAMHS courses.</p> |
| <p><b>Low Mood, Depression and Self Harm: Practical Interventions</b></p> <p>The focus of this day is on practical interventions.</p>                             | <p>By the end of the day delegates should be:</p> <ol style="list-style-type: none"> <li>1. Aware of the ways assessment and intervention strategies are linked.</li> <li>2. Able to plan interventions informed by assessment and based on robust theoretical underpinning.</li> <li>3. Equipped with practical strategies to support young people who are depressed and/ or self harming in ways appropriate to their role and work setting.</li> <li>4. More confident when working with young people for whom low mood, depression and self harm are difficulties.</li> </ol> | <p>Staff and volunteers working with children and young people on an ongoing basis.</p> <p>Delegates need to have attended the following courses first.<br/>Low Mood, Depression, Self Harm and Suicidal Intent: Identification and Assessment, or have attended Working with Depressed Young People or Working with Young People who Self Harm.</p> | <p>Fully subsidised</p> | <p>CAMHS, NHS Leeds Community Healthcare</p> | <p>0113 295 3476<br/>admin.camhstraining@nhs.net<br/>www.camhs.leeds.nhs.uk</p> <p>for application forms and info on further CAMHS courses.</p> |

## Appendix 1 – Charging policy



**Leeds Safeguarding Children Board  
Sandie Keene, Chair  
Room 106, First Floor  
Enterprise House  
12 St Paul's Street  
Leeds, LS1 2LE**

### Non-attendance on Training Courses – Charging Policy

Due to the popularity of the LSCB training courses, many of our courses are often fully booked with a reserve list, however we are increasingly finding that people are booking places and then not attending without prior notice. This is not allowing us the opportunity to offer such places to other people.

As a result of this a decision has been made that from 1st September 2007 charges will be made for non-attendance on all Leeds Safeguarding Children Board Multi – Agency Training Courses unless the place is cancelled at least 5 working days before the course date.

In the absence of receipt of a cancellation or notification of sickness / unavoidable absence at short notice an invoice for £50 will be sent by Leeds Safeguarding Children Board to the agency.

Cancellation of places or notification due to sickness / unavoidable absence at short notice should be made to Karen Shinn, Training and Development Officer on 0113 3952121 or [karen.shinn@leeds.gov.uk](mailto:karen.shinn@leeds.gov.uk) or Emily Graves, Training Administrator on 0113 2476538 or [emily.graves@leeds.gov.uk](mailto:emily.graves@leeds.gov.uk). You will be given a cancellation code which you can quote should your non-attendance be questioned.

We hope that you will appreciate that our motive is to ensure that as many people as possible are given the opportunities to attend our courses.

Yours

Karen Shinn  
**Training and Development Officer,  
Leeds Safeguarding Children Board**



**Appendix 2 - Training Application**



**The Course**

Course Title: .....

Date of Course: ..... Venue: .....

**Your Details**

Name: .....

Job Title: ..... Organisation: .....

Work Address: .....

.....

Phone Number: .....

E-mail: .....

Any details we should know regarding your participation in the course (eg mobility difficulties, large print hand outs, BSL interpretation etc.)

Applicants Signature: .....

**Managerial Support**

As the applicants Line Manager I support their application for this course, and release them to attend. I will also discuss this training and their learning within supervision. I have also read and understood the charging policy for non-attendance.

Managers Name: .....

Manager Signature: .....

Address (if different to above) .....

.....

Telephone Number: .....

Please return this form to: **Training & Development Officer, LSCB, Room 106, First Floor, Enterprise House, 12 St Paul's Street, Leeds, LS1 2LE**

**Confirmation of your place will be sent to you approximately 4 weeks prior to the date of the course.**

**Please note that failure to attend without prior notification due to unavoidable absence will result in your organisation being invoiced £50 to cover administrative costs.**