



# **Medway Safeguarding Children Board**

## **Training Strategy 2007 - 2010**

## **1 Terms of Reference**

The role and responsibility of the Local Safeguarding Children Board (LSCB) is detailed in "Working Together to Safeguard Children: a guide to inter agency working to safeguard and promote the welfare of children" (DH 2006).

This states that the LSCB will ensure that the duty to safeguard and promote the welfare of children is carried out in such a way as to improve all 5 outcomes for children. As a part of this, the LSCB is responsible for a strategic overview of the planning, delivery and evaluation of inter-agency training that is required in order to meet local needs and to promote effective practice to safeguard the welfare of children. The purpose of inter agency training is to achieve better outcomes for children by developing:

- A shared understanding of the tasks, processes, principles, roles and responsibilities outlined in National Guidance and local arrangements for safeguarding children and promoting their welfare.
- More effective and integrated services at both strategic and individual case level
- Improved communications between professionals including a common understanding of key terms, definitions and thresholds for action
- Effective working relationships including an ability to work in multi disciplinary groups *and*
- Sound decision making based on information sharing, through assessment, critical analysis and professional judgement
- (Working Together 2006 para 4.3)

## **2 Context**

- Over half of Lord Laming's recommendations following the death of Victoria Climbié relate to improving basic good professional practice in Police, Health and Local Government services. This gives a clear steer about the skills and training for all those working with children should have. Of particular importance are the comments regarding shared learning and the ability to demonstrate competence linked to job roles. Further training issues are addressed in "Keeping Children Safe: the Governments response to the Victoria Climbié report."
- The Joint Chief Inspectors report "Safeguarding Children" makes specific recommendations about inter agency training and development noting the need to:

"Ensure that there is an appropriate range and quantity of joint and single agency training to meet the needs of the workforce and constituent

agencies (including non specialist staff) and relevant voluntary and independent organisations in their locality and agree minimum expectations in terms of attendance and content of training.” (DH 2002)

- This is updated in the 2005 report, which notes improvements but states that “not all agencies give sufficient priority to safeguarding children”.
- The publication of Every Child Matters, followed by the Children Act 2004, present significant challenges for agencies in terms of safeguarding and joint working. A key element of the Children Act 2004 is the requirement for Local Safeguarding Children Boards to be established (by April 2006) and the new duty on agencies to make arrangements to safeguard and promote the welfare of children. These Boards will contribute to the Every Child Matters programme and some of the outcomes in this framework that includes “staying safe”. There are priority national targets and indicators linking to this outcome, with inspection criteria, linking to the National Service Framework. A key inspection criteria to this framework is:

“Guidance and training is provided to staff, carers and the public on how to recognise and raise child protection concerns and training needs are regularly reviewed” (NSF5)

- The Common Core of Skills and Knowledge for the Children’s Workforce sets out the basic skills and knowledge needed by people (including volunteers) whose work brings them into regular contact with children, young people and families. It will enable multi-disciplinary teams to work together more effectively in the interests of the child.

The skills and knowledge are described under six main headings and include

⇒ safeguarding and promoting the welfare of the child,

⇒ multi-agency working and information sharing.

- Working Together (2006) notes that multi agency training should be consistent with this Common Core and over time it is expected that everyone working with children, young people and families will be able to demonstrate a basic level of competence in the six areas of the Common Core. This links to the Children’s workforce Strategy that sets out the Governments vision for a world-class children’s workforce.
- The Children’s National Service Framework for Health and Social Care sets standards and the national direction for the delivery of services. It demonstrates how agencies can work together to deliver services.

Standard 5 relates to safeguarding and promoting the welfare of children and young people. With this is a summary of anticipated outcomes from training and workforce development for staff and their managers to identify actions concerning induction and continuing professional development plans.

- The revised Working Together (2006) Chapter 4 sets out guidance on inter agency training that is referred to throughout this strategy.
- The Common Induction Framework standard 6 refers specifically to safeguarding children and keeping them safe.

### **3 Statement of Values**

Medway Safeguarding Children Board (MSCB) believes that multi-agency training is the most effective method of delivering child protection training. Serious Case Reviews, Inquiries and Individual Management Reviews frequently identify that children could have been protected if professionals had communicated promptly in language and terminology that was mutually understandable. Multi-agency training provides a forum to identify and clarify the strength and challenges to multi-agency working and to build sound networks that are the basis for effective child protection practice. MSCB seeks to endorse a learning culture that promotes learning through reflective practice and promotes learning across organisations.

MSCB seeks to promote the following values:

- Every child or young person is a unique individual, who has something to offer to the community
- The welfare of the child will always be the first priority of the MSCB and its constituent agencies
- The views of children, young people and their families will be actively sought, listened to and taken into account
- The Board will endeavour to offer the best possible protection to children from all forms of harm, abuse or exploitation
- Services provided to families will aim to help them minimise the risk of any such harm to their children
- Children are best cared for within their own families, unless this would be harmful to them
- The most effective planning for children is undertaken in partnership with families, and closely co-ordinated between agencies
- Agencies will work together, in a spirit of partnership and collaboration, at both strategic and practice levels, to deliver the best possible service to children and families. This will include a commitment to information sharing protocols at both strategic and operational level to ensure that

multi agency engagement with children and young people can be shared in their interests.

- Children, young people and their families will not be discriminated against because of ethnic origin, race, gender, disability, religion, sexual orientation or any other attribute. Every agency must be actively committed to equality of opportunity and combating discrimination
- Services for children and families should aspire to reach the highest standards, with a process of continuous development and improvement
- Services provided by the constituent agencies of the MSCB will be monitored and regularly reviewed by the Board. Improvements will be sought where the quality and standard of service provided is either below the level required or cause a matter of concern

(Taken from the MSCB Strategic Plan 2007-2010)

## **5. Training responsibilities of the MSCB**

### **a) The Framework for Training**

Inter agency training will complement that available on a single agency basis and will be linked to clear values, standards of practice, policies and procedures, current research and practice experience. It will aim to promote a common and shared understanding of the respective roles and responsibilities of different professions.

It will be based upon a training needs analysis arising from identified needs in local and national policy and practice development.

Training will be provided at a number of levels to address the learning needs of different staff. This is based on the framework proposed in Working Together 2006, which has been adapted to link to the Common Core Skills that all childcare professionals should be working to. This forms the basis of MSCB practice standards, which are appended. The training is organised in levels and is open to staff from voluntary, statutory and independent agencies as detailed below:

- **Level 1 – Introductory training for Practitioners**

Suitable for those in **regular contact** with children and young people and with adults who are parent/s or carers.

These will be people who are in a position to identify concerns about maltreatment, including those, which may arise from use of the Common Assessment Framework (CAF). This includes housing, leisure and sport, youth workers, child minders, private foster carers learning support staff;

This will be primarily single agency, although where agencies are unable to provide this we will look towards developing specialist training at this level, i.e. for faith groups and small voluntary organisations. It is envisaged that E Learning packages and workbooks will also be developed to support agencies in meeting their safeguarding responsibilities. The MSCB has also developed practice guidance for agencies to use in developing child protection policies. There is an expectation that all statutory agencies will provide this for their staff and this will be quality assured by the LSCB through a process of audit and observation.

- **Level 2 – Foundation training for Practitioners**

Those who **work regularly** with children and young people and with adults who are carers, including practitioners contributing to assessments of children in need.

This includes GPs, hospital and community health staff, family centre workers, teachers, education welfare officers, social workers, mental health and learning disability staff, and probation officers. People applying at this level will have a greater degree of role accountability and responsibility for safeguarding children. It is suggested that the foundation course is the essential minimum for inter agency working at this level.

- **Level 3 – Specialist training for Practitioners/designated persons**

Those with a **particular responsibility** for safeguarding children, such as designated health and education professionals, police, social workers and other professionals undertaking section 47 enquires or working with complex cases, including fabricated and induced illness, domestic violence and adults who pose a sexual risk to children,

- **Level 4 – For Operational Managers**

For those who supervise others and specialist training for those with particular responsibility for safeguarding children, with a particular focus on risk management.

- **Level 5 – For those with Strategic and Managerial responsibility for commissioning and delivering services for children and families.**

This includes those in each of the agencies listed in section 11 of the Children Act 2005, any other partners of MSCB, school governors and trustees.

The MSCB will also work closely with the Children and Young People's Strategic Partnership in aiming to raise awareness in the wider community of safeguarding children.

## **b) The Application Process and Expectations**

### **Course booking**

- Training and development activities will be advertised via agency representatives and the MSCB website
- All applicants must be who are in regular contact with children and young people and with adults who are parents or carers in the Medway Borough.
- Applications for courses must be made on the appropriate MSCB application form appended at Appendix 1. These must be submitted to the MSCB Administrator and must be signed by their Line Manager
- All learning events will be for a multi-agency audience, and the allocation of places will reflect that central purpose.

Nominations will be acknowledged and further joining instructions will be sent approximately two weeks prior to the course date. If places are no longer available, applicants will be placed on the waiting list and will be contacted when new dates are arranged.

General enquiries regarding courses offered by Medway Safeguarding Children Board will be provided on request by the Board Administrator on 01634 336329 or via email on [mscb@medway.gov.uk](mailto:mscb@medway.gov.uk)

### **Dates, times and locations**

The dates for the courses will be indicated on flyers sent out to agency representatives or advertised on the MSCB website.

Full day courses generally start at 09.30 and end at 16.30. Full details of each course will be provided in the joining instructions issued prior to the course date.

The venue will be confirmed in the joining instructions

### **Refreshments**

All courses will be provided with refreshments. Lunch will be provided on full day courses.

### **Special Requirements**

Any special requirements regarding attendance on any MSCB courses i.e. hearing loop, wheel chair access, visual enhancements or dietary requirements can be catered for if notice is given in advance. The MSCBs aim is to provide everyone attending our courses with a positive experience.

### c) Charging Policy

- Charges will be made for places provided for staff of independent, non-charity or profit making organisations. This charge will be £80.
- The MSCB will make a charge of £80 for non-attendance unless 7 working days notice is given prior to the event.
- bookings can be transferred to a different candidate within organisations. No refunds will be made

### c) Evaluation

To ensure that MSCB Training courses are of the highest standard, all delegates will complete a Training Course Evaluation Form at the end of every training event. This will be collected by the trainer and returned to the Safeguarding Board Administrator for evaluation. All participants will be included in the longer-term evaluation strategy and may be asked to give details of how they have used the skills, knowledge or attitudes covered in the course.

## 6. Quality Assurance and effectiveness

The Training sub-group has a responsibility to ensure that multi-agency training is delivered to a consistently high standard and that a process exists for the evaluation of training. These responsibilities are listed below, with details of how the MSCB will achieve these:

The MSCB will ensure that all training will be:

Standard	How the MSCB will meet this
1. Training will be delivered by trainers who are knowledgeable about safeguarding and promoting the welfare of children and have facilitation skills	The MSCB target for 2007-9 is to: <ul style="list-style-type: none"><li>• Ensure all trainers complete the training for trainer's course/or equivalent.</li><li>• Introduce update training for trainers and peer group support on a regular basis.</li><li>• Set up a database of approved trainers, which will be reviewed annually.</li><li>• Commission training in accordance with agreed procurement procedures</li></ul>

Standard	How the MSCB will meet this
<p>2. Training is informed by current research evidence, lessons from serious case reviews, local and national developments</p>	<ul style="list-style-type: none"> <li>• Continue to identify training implications from relevant policy and serious case reviews, linking this to the business plan</li> <li>• Look towards using the expertise within the workforce locally, before commissioning to ensure the local perspective is included in training.</li> <li>• Ensure a consistent approach to training is adopted across Medway by providing training materials that have been centrally agreed and by introducing centralised support and systems for all locality training</li> </ul>
<p>3. Training reflects understanding of the rights of the child and is informed by an active respect for diversity and the experience of service users, and a commitment to ensuring equality of opportunity</p>	<ul style="list-style-type: none"> <li>• Develop a standard application for MSCB training that will assist in monitoring candidate details to ensure all training is accessible.</li> <li>• Ensure that valuing diversity will permeate all training and all forms of discrimination and oppression will be challenged. This will be monitored through evaluation.</li> <li>• Ensure any training needs relating to safeguarding looked after children, children with disabilities and children from black and minority ethnic groups are regularly reviewed.</li> <li>• Training promotes the rights of children and the importance of children's views being sought within all settings</li> <li>• Regularly update and review training materials provided.</li> </ul>

Standard	How the MSCB will meet this
<p>4. Training will be regularly reviewed to ensure that it meets the agreed learning outcomes</p>	<ul style="list-style-type: none"> <li>• Evaluate all training centrally and agenda evaluation at the Training sub group.</li> <li>• Identified training needs in the business plan will inform the training strategy</li> <li>• Evaluation methods follow a framework that involves establishing the candidates reaction to the event, learning from the programme and any likely changes in behaviour that have resulted from the programme or organisational change where this is appropriate. (Kirkpatrick)</li> <li>• Audits of single agency training may be used to inform the overall picture of our success and to identify any gaps in service provision</li> <li>• Provide an annual report on training and development activities</li> <li>• Link to shared performance indicators and inspection criteria are encouraged.</li> <li>• A consistent approach is adopted across Medway that is centrally coordinated</li> </ul>
<p>5. Agencies and professionals work together to safeguard children (Standards 4: universal inspection standards)</p>	<ul style="list-style-type: none"> <li>• Training links with statutory agencies and relevant community based, voluntary and Independent organisations</li> <li>• Summarise and report on agency attendance on multi agency training ensuring the framework used to support training meets local needs.</li> <li>• Agencies will learn together following recommendations from serious case reviews.</li> </ul>

## **7. Review of Previous ACPC/LSCB Training Plan**

The Medway Area Child Protection Committee (ACPC) and more recently the Medway Safeguarding Children Board has a responsibility to ensure that colleagues who work together also have an opportunity to train together. One of the best ways to understand the roles and responsibilities, as well as the practices and perspectives of colleagues from other organisations, is to train together. Multi-agency training has therefore long been regarded as a crucial part of Safeguarding and child protection activities and all agencies recognise its importance. MSCB has committed resources to ensure that a programme of training has been offered to all the members as outlined in Working Together 1999 and its successor, Working Together 2006.

During the period 2006/7, only a limited programme of training events was provided by the MSCB, mainly due to a lack of Chair of the Training subgroup and a consequent lack of direction. However, a pool of dedicated trainers from a variety of disciplines has delivered a multi-agency Basic Child Protection Awareness course on a monthly basis which has often been oversubscribed and well-attended. Evaluation of these courses has been extremely positive.

### **Aims of MSCB Training programme 2006-2007**

The aim of the MSCB training programme is to increase joint understanding and awareness of the child protection and safeguarding children by –

- Delivering high quality, multi-agency child protection training to complement in-house training provided by the individual agencies.
- Ensuring that training is accessible to all practitioners.
- Ensuring that inter-agency training reflects up-to-date research, legislation and policy initiatives

### **Other training**

Training designed specifically for MSCB agency members has, during and prior to 2006/7, included

- Core assessments,
- Analysis of Risk Assessing
- Family & environment factors
- Safeguarding Children in Prostitution,
- Mental health & Parenting capacity,
- Domestic Violence,
- Assessing child Development.
- Giving Evidence in Court.

Some courses Have been commissioned from Kent Safeguarding Children Board, including:

- The Framework for Assessment,
- Parenting and Mental Illness, Participating in Case Conferences and Core Groups,
- Substance abuse,
- Serious case reviews,
- Domestic Violence.

## **8. The Work of the MSCB Training subgroup**

The Training Subgroup, in its current form was formed in October 2006, with representation from Health, the Local Authority (both children's and adult services), NSPCC, Prison Service and Police.

The group is chaired by Kate Taylor, General Manager, Children & Women Directorate, Medway NHS Trust and the vice chair is Sue Dunkin, Children's Services Manager from the NSPCC.

The group meets monthly using venues from different agencies and has an agreed Terms of Reference and Work Plan for the year ahead, which is incorporated into the MSCB's 3 year strategic plan and annual business plan. A key objective this year will be to increase the current base of trainers from 11 to at least 20 and agencies have been contacted for nominations.

The other responsibilities of the Training subgroup is to:

- develop and review the MSCB training strategy (Business plan Objective 8)
- co-ordinate, advise on and assist with the provision of multi agency training (Business plan Objective 8)
- Develop and maintain a pool of dedicated multi-agency trainers (Business plan Objective 8)
- assess the standards of training provision and monitor its results (Business plan Objective 8)
- arrange multi-agency practitioner for a (Business plan Objective 8)
- receive serious case review reports and respond to recommendations relating to training. (Business plan 3.6)

The Training subgroup will also this year be working towards developing a Training programme for the new Child Protection procedures when they are complete and will ensure that all staff working with or having contact with children are identified and provided with this programme (Business plan 2.5, 2,6, 2.7)

The work of the training group must closely interlink and compliment that of the other two sub-groups – the Quality Assurance and Case Review and Polices and Procedures subgroups.

## **9. Resource Plan**

The following principles will apply to all MSCB training:

- ✓ venues for training will be local. Best value principles will be used in determining suitable venues in addition to the accessibility of venues for all users;
- ✓ all materials will be in accessible styles;
- ✓ all external trainers used must have Public Liability insurance;
- ✓ the MSCB training budget is allocated on an annual basis, based upon funds available each year. This is currently broken down to cover 2 areas of work, basic and more specialist safeguarding training and the annual conference.
- ✓ for 2007 it is proposed that a standard charging policy is introduced and any income from this would be reinvested in training;
- ✓ that consideration be given to the provision by the MSCB of an on line learning package for use by all agencies and voluntary groups;

## **10. Multi-agency training plan**

(see below)

<b>Proposed Date</b>	<b>Course Title</b>	<b>Level</b>	<b>Organisational Lead</b>	<b>Projected Costs/ Provided by</b>
June 2007	<b>Child Protection and Substance Misusing Parents</b>	2	Sally Mortimore	Trainers provided through existing membership
July 2007	<b>Training for Child Protection Trainers</b>		Anne-Louise Clark	Medway Council Organisation and Staff Development Department
September 2007	<b>Child Protection and Parental Mental Health</b>	2	Cathy Ross/Suzanne Winchester	Trainers provided through existing Board membership
TBC	<b>Introduction to Sex Offending Behaviours</b>	2	Sally Mortimore	NSPCC £500
TBC	<b>Advanced Course on Sex Offending Behaviours</b>	3	Sally Mortimore	NSPCC £500
October 2007	<b>Domestic Violence</b>	2	Linda Randall	Trainers provided through existing Board membership/MDAF?
November 2007	<b>Internet Safety</b>	3	Sally Mortimore/Linda Randall	Trainers provided through existing Board membership
July 2007 and January 2008	<b>Intermediate course on Child Protection</b>	3	Sue Dunkin	Trainers provided through existing Board membership
Quarterly	<b>Practitioner for a</b>	All	Kate Taylor	Trainers provided through existing Board membership
TBC	<b>Risk Management</b>	4		External
Monthly	<b>Basic Child Protection/Safeguarding</b>	1	Linda Randall	Trainers provided through existing Board membership

	<b>E-learning Core and Foundation Safeguarding course</b>	1/2	Sally Mortimore	Unlimited places will cost £5000 pa. Suggest seek funding from members
Annually (April)	<b>MSCB Annual Conference</b>	5		£500

Those in red are subject to confirmation



## Medway Safeguarding Children Board

### Multi Agency Child Protection and Safeguarding Children Training

Please Print Clearly

First Name	_____
Surname	_____
Job title	_____
Organisation	_____
Address for Correspondence	_____ _____ _____
Contact Number	_____
E-MAIL	_____
Preferred Training Date	_____
2nd choice	_____
Managers Signature [Alternately send from Manager's E-mail]	_____
Please Indicate any special Dietary Requirements	_____

Data Protection Act 1998

**I hereby give my consent for information provided on this form to be held on computer and other relevant filing systems and to be shared with other accredited organisations and agencies in accordance with the data protection act 1998.**

Signed \_\_\_\_\_

Date \_\_\_\_\_