

**Joint Training Programme  
Newcastle Safeguarding Children Board  
Newcastle Safeguarding Adults Board  
and Safe Newcastle  
January 2018 – March 2019**



**Updated – August 2018**

# Forward

We are pleased to present you with the joint learning and development programme of the Newcastle Safeguarding Children Board (NSCB), the Newcastle Safeguarding Adults Board (NSAB) and Safe Newcastle (SN) 2017-2018. This is the first time that the three boards have worked together to produce a joint programme and is indicative of the spirit of joint working and commitment to shared learning. In it you will find details of all of the courses on offer as well as the different ways that you can access safeguarding training. The programme will be updated throughout the year as more learning events are introduced, the most up to date version of the programme can always be found on the respective board websites (see below for links).

Whether your primary role is to work with children, adults, or both, we encourage you to view safeguarding as something which can affect people across the life course and to develop an awareness of the multi-agency frameworks in place to manage concerns of abuse and neglect.

At a time of increasing pressure and demand across all agencies, the need to implement effective safeguarding strategies is perhaps more important than ever. The focus of the learning on offer is to ensure that staff and volunteers have the skills, knowledge and confidence to deal with any concern that they may become aware of. We hope you find the programme informative and we look forward to welcoming you on one of the courses in the near future.

You can find out more about:

Safeguarding Children's training [here](#) and Safeguarding Adults training [here](#) Safe Newcastle training [here](#)



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<p><b>Core Training</b>            These courses are designed to reflect the skills and knowledge required by different groups of staff.</p> <p>You may also be able to ensure compliance with your organisation's safeguarding training requirements by completing eLearning courses...see below</p>	<b>4 to 17</b>
<p><b>e-learning</b>            There are also various e-learning training modules available as part of this programme. This training is hosted by the 'Virtual College'</p>	<b>18 to 21</b>
<p><b>Continuing Professional Development (CPD) Courses / Thematic Workshops / Briefings</b>            These courses are for those staff who have completed their relevant core training and want to increase their knowledge in a particular subject.</p> <p>This section will be added to throughout the year to reflect emerging practice and learning</p>	<b>22..... onwards</b>
<p><b>Guidance Notes</b></p> <p><b>Venue Information</b></p> <p><b>Booking Form</b></p>	<p><b>Appendices</b></p> <p><b>1</b></p> <p><b>2</b></p> <p><b>3</b></p>

**Throughout this document:**

Safeguarding – Children Courses are highlighted in purple

Safeguarding – Adults courses are highlighted in green

Joint courses which are suitable for those who work with adults and children are highlighted in blue

\*NSCB recommend that you refresh every 3 years, however your own organisation may recommend every year check with your own training department.

# Safeguarding Children – Core training Level One

## Target audience

This course should be completed by the following groups of staff:

**Group 1** 'Staff with infrequent contact with children, young people and/or parents/carers who may become aware of possible abuse or neglect'

**Group 2** 'Those in regular contact or have a period of intense but irregular contact, with children, young people and/or parents/carers including all clinical staff who may be in a position to identify concerns about maltreatment, including those that may arise during the early help process.'

**Group 3** 'Members of the workforce who work predominantly with children, young people and /o their parents/carers and who could potentially contribute to assessing, planning, intervening and reviewing the needs of a child and parenting capacity where there are safeguarding concerns'

## Entry requirement

In house induction into your own agency's safeguarding policy and procedure

## Please note

Please note that from November 2017 the Safeguarding Board stopped delivering multi-agency face to face training for level 1. Organisations should direct staff to the e-learning module 'Awareness of Child Abuse and Neglect – Core version' (see page ??)

Train the trainer courses will be available to enable organisations to deliver Level 1 in-house and all materials and information will be provided (see page 30).

# Safeguarding Children – Core training Level Two

## Target audience

This course is suitable for the following groups of staff:

**Group 2** 'Those in regular contact or have a period of intense but irregular contact, with children, young people and/or parents/carers including all clinical staff who may be in a position to identify concerns about maltreatment, including those that may arise during the early help process.'

**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 reviewing the needs of a child and parenting capacity where there are safeguarding concerns'

## Entry requirement

Safeguarding Children Level One (Delivered single or multi agency) Alternatively you can complete the following e learning course:

Awareness of Child Abuse and Neglect – Core version (See page ??)

## Aim of the session

To provide participants with the opportunity to, develop an awareness of multi-agency working and what to do if they have concerns about the safety and welfare of children and young people

## Learning outcomes

- Review knowledge from level one
- Understand the importance of documenting, recording and sharing information and know who to contact
- Understand the thresholds for intervention in the lives of children and how the framework is used in the assessment of children in need and their families
- Know your role and responsibilities regarding safeguarding and those of the key agencies



## Booking details

**On Line:** please visit the [Newcastle Safeguarding Children Board Website](#)

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish
09/05/2018	Wednesday	Shieldfield Centre, SG Training Room	9:30am	1.00pm
07/06/2018	Thursday	Shieldfield Centre, SG Training Room	9:30am	3.30pm
06/07/2018	Friday	Shieldfield Centre, SG Training Room	9:30am	3.30pm
14/07/2018	Saturday	Molineux Centre, Byker	9:30am	3.30pm
04/09/2018	Tuesday	Shieldfield Centre, SG Training Room	9:30am	3.30pm
03/10/2018	Wednesday	Shieldfield Centre, SG Training Room	9:30am	3.30pm
10/11/2018	Saturday	Molineux Centre, Byker	9:30am	3.30pm
15/11/2018	Thursday	Shieldfield Centre, SG Training Room	9:30am	3.30pm
11/01/2019	Friday	Shieldfield Centre, SG Training Room	9:30am	3.30pm
12/02/2019	Tuesday	Shieldfield Centre, SG Training Room	9:30am	3.30pm
13/03/2019	Wednesday	Shieldfield Centre, SG Training Room	9:30am	3.30pm
16/03/2019	Saturday	Molineux Centre, Byker	9:30am	3.30pm

# Safeguarding Children – Core training Level Three

## Target audience

This course is suitable for the following staff:

**Group 3** 'Members of the workforce, young people and /or their parents/carers and who could potentially contribute to assessing, planning, intervening and reviewing the needs of a child and parenting capacity where there are safeguarding concerns' and those who manage staff in this group.

## Entry requirement

Safeguarding Children – Levels One and Two (Delivered single or multi agency)

## Aim of the session

To further develop your knowledge and skills around safeguarding practice and procedures and to provide an opportunity for colleagues from different agencies to learn together and explore professional dilemmas.

## Learning outcomes

- Review prior knowledge
- Describe inter-agency roles and responsibilities for safeguarding and promoting the welfare of children
- Reflect on how parenting issues impact on their capacity to care for their children
- Understand the key safeguarding terms associated with social care processes and the importance of working together
- Recognise the importance of family history and functioning



## Booking details

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**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course details

15/05/2018	Tuesday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
23/05/2018	Wednesday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
12/06/2018	Tuesday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
20/06/2018	Wednesday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
26/06/2018	Tuesday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
11/07/2018	Wednesday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
19/07/2018	Thursday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
25/07/2018	Wednesday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
13/09/2018	Thursday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
19/09/2018	Wednesday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
25/09/2018	Tuesday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
10/10/2018	Wednesday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
18/10/2018	Thursday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
20/11/2018	Tuesday	Shieldfield Centre, SG Training Room	9:30am	1:30pm

28/11/2018	Wednesday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
05/12/2018	Wednesday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
10/01/2019	Thursday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
16/01/2019	Wednesday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
20/02/2019	Wednesday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
28/02/2019	Thursday	Shieldfield Centre, SG Training Room	9:30am	1:30pm
07/03/2019	Thursday	Shieldfield Centre, SG Training Room	9:30am	1:30pm

# Safeguarding Adults – Core training Level One

## Target audience

All staff who come into contact with adults at risk of abuse or neglect.

**No one will be able to access higher levels of safeguarding training until they have completed Level One.**

Please see following page for alternative training options

## Entry requirement

In house induction into your own agency's safeguarding policy and procedures

## Aim of the session

To increase basic awareness of safeguarding adults and a basic knowledge of the policy and procedures for making an alert in Newcastle.

## Learning outcomes

- Have an increased confidence in their understanding of their own values and attitudes in relation to adult abuse
- Be aware of and have an understanding of Safeguarding Adults
- Be able to identify the different categories of abuse
- Be more familiar with the signs and indications of abuse
- Be clear about the roles and responsibilities of the alerter as defined within the procedures



## Booking details

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish
12/02/2018	Monday	Palatine Beds, Portacabin	9:15am	12:30pm
12/02/2018	Monday	Palatine Beds, Portacabin	1:15pm	4:30pm
20/02/2018	Tuesday	Shieldfield Centre, SG Training Room	9:15am	12:30pm
20/02/2018	Tuesday	Shieldfield Centre, SG Training Room	1:15pm	4:30pm
15/03/2018	Thursday	Palatine Beds, Portacabin	9:15am	12:30pm
15/03/2018	Thursday	Palatine Beds, Portacabin	1:15pm	4:30pm
27/03/2018	Tuesday	Shieldfield Centre, SG Training Room	9:15am	12:30pm
03/04/2018	Tuesday	Shieldfield Centre, SG Training Room	1:15pm	4:30pm
03/04/2018	Tuesday	Shieldfield Centre, SG Training Room	9:15am	12:30pm
19/04/2018	Thursday	Palatine Beds, Portacabin	9:15am	12:30pm
19/04/2018	Thursday	Palatine Beds, Portacabin	1:15pm	4:30pm
10/05/2018	Thursday	Palatine Beds, Portacabin	1:15pm	4:30pm
31/05/2018	Thursday	Palatine Beds, Portacabin	9:15am	12:30pm
31/05/2018	Thursday	Palatine Beds, Portacabin	1:15pm	4:30pm
05/06/2018	Thursday	Palatine Beds, Portacabin	9:15am	12:30pm
05/06/2018	Thursday	Palatine Beds, Portacabin	1:15pm	4:30pm
19/06/2018	Tuesday	Palatine Beds, Portacabin	9:15am	12:30pm
04/07/2018	Wednesday	Armstrong/Stephenson Room	9:15am	12:30pm



04/07/2018	Wednesday	Armstrong/Stephenson Room	1:15pm	4:30pm
17/07/2018	Tuesday	Palatine Beds, Portacabin	9:15am	12:30pm
17/07/2018	Tuesday	Palatine Beds, Portacabin	1:15pm	4:30pm
06/09/2018	Thursday	Palatine Beds, Portacabin	9:15am	12:30pm
06/09/2018	Thursday	Palatine Beds, Portacabin	1:15pm	4:30pm
18/09/2018	Tuesday	Palatine Beds, Portacabin	9:15am	12:30pm
18/09/2018	Tuesday	Palatine Beds, Portacabin	1:15pm	4:30pm
04/10/2018	Thursday	Shieldfield Centre, SG Training Room	9:15am	12:30pm
04/10/2018	Thursday	Shieldfield Centre, SG Training Room	1:15pm	4:30pm
29/10/2018	Monday	Shieldfield Centre, SG Training Room	9:15am	12:30pm
12/11/2018	Monday	Shieldfield Centre, SG Training Room	9:15am	12:30pm
12/11/2018	Monday	Shieldfield Centre, SG Training Room	1:15pm	4:30pm
23/11/2018	Friday	Shieldfield Centre, SG Training Room	9:15am	12:30pm
23/11/2018	Friday	Shieldfield Centre, SG Training Room	1:15pm	4:30pm
11/12/2018	Tuesday	Palatine Beds, Portacabin	9:15am	12:30pm
11/12/2018	Tuesday	Palatine Beds, Portacabin	1:15pm	4:30pm
09/01/2019	Wednesday	Shieldfield Centre, SG Training Room	9:15am	12:30pm
09/01/2019	Wednesday	Shieldfield Centre, SG Training Room	1:15pm	4:30pm
11/02/2019	Monday	Shieldfield Centre, SG Training Room	9:15am	12:30pm
11/02/2019	Monday	Shieldfield Centre, SG Training Room	1:15pm	4:30pm
19/02/2019	Tuesday	Shieldfield Centre, SG Training Room	9:15am	12:30pm
19/02/2019	Tuesday	Shieldfield Centre, SG Training Room	1:15pm	4:30pm
14/03/2019	Thursday	Shieldfield Centre, SG Training Room	9:15am	12:30pm
14/03/2019	Thursday	Shieldfield Centre, SG Training Room	1:15am	4:30pm
26/03/2019	Tuesday	Shieldfield Centre, SG Training Room	9:15am	12:30pm

# Safeguarding Adults – Core training Level Two

## Target audience

People who have a responsibility for receiving concerns, decision-making and informing statutory agencies. This may include: Social Workers, District Nurses, Police Officers, RGN's, RMN's, Ward Sisters, Probation Officers, GP's, Home Managers, Team Leaders, CPN's.

## Entry requirement

Participants will have obtained prior knowledge and understanding of safeguarding adults by completing learning equivalent to competencies (1-11) at Level One before attending Level Two training. Prior safeguarding learning will be tested at the start of the Level Two training to ensure that all participants have appropriate knowledge.

## Aim of the session

Increase awareness of legislation, policies and procedures in relation to safeguarding adults.  
//Inform practitioners of their role in recognising and responding to adult abuse.

## Learning outcomes

- The course will provide staff with an understanding of:
- safeguarding adults policy and procedures in Newcastle;
  - what constitutes a safe environment and preventative strategies;
  - capacity, consent and confidentiality;
  - laws & guidance available regarding safeguarding adults



## Booking details

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3) **Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish
19/01/2018	Friday	Palatine Beds, Portacabin	9:15am	12:30pm
01/02/2018	Thursday	Westgate College, W213	9:15am	12:30pm
27/02/2018	Tuesday	Westgate College, W213	9:15am	12:30pm
02/03/2018	Friday	Westgate College, W213	9:15am	12:30pm
13/03/2018	Tuesday	Palatine Beds, Portacabin	9:15am	12:30pm
20/04/2018	Friday	Palatine Beds, Portacabin	1:15pm	4:30pm
01/05/2018	Tuesday	Function Room 138, Education Centre Freeman Hospital	9:15am	12:30pm
02/05/2018	Wednesday	Westgate College, W213	9:15am	12:30pm
08/05/2018	Tuesday	Palatine Beds, Portacabin	9:15am	12:30pm
22/05/2018	Tuesday	Palatine Beds, Portacabin	1:15pm	4:30pm
06/06/2018	Wednesday	Palatine Beds, Portacabin	9:15am	12:30pm
12/06/2018	Tuesday	Palatine Beds, Portacabin	9:15am	12:30pm
19/06/2018	Tuesday	Function Room 138, Education Centre Freeman Hospital	9:15am	12:30pm
04/07/2018	Wednesday	Palatine Beds, Portacabin	9:15am	12:30pm
05/09/2018	Wednesday	Palatine Beds, Portacabin	9:15am	12:30pm

14/09/2018	Friday	Palatine Beds, Portacabin	9:15am	12:30pm
12/10/2018	Friday	Shieldfield Centre, SG Training Room	9:15am	12:30pm
25/10/2018	Thursday	Palatine Beds, Portacabin	9:15am	12:30pm
06/11/2018	Tuesday	Palatine Beds, Portacabin	1:15pm	4:30pm
15/11/2018	Thursday	Collingwood Room, Civic Centre	9:15am	12:30pm
28/11/2018	Wednesday	Palatine Beds, Portacabin	9:15am	12:30pm
10/01/2019	Thursday	Palatine Beds, Portacabin	9:15am	12:30pm
25/01/2019	Friday	Shieldfield Centre, SG Training Room	9:15am	12:30pm
01/02/2019	Friday	Shieldfield Centre, SG Training Room	9:15am	12:30pm
22/02/2019	Friday	Shieldfield Centre, SG Training Room	9:15am	12:30pm
07/03/2019	Thursday	Palatine Beds, Portacabin	9:15am	12:30pm
19/03/2019	Tuesday	Palatine Beds, Portacabin	1:15pm	4:30pm
29/03/2019	Friday	Function Room 138 Education Centre Freeman Hospital	9:15am	12:30pm

# Safeguarding Adults – Core training Level Three

## Target audience

All staff who have a responsibility to undertake safeguarding adults enquiries. This includes managers and senior practitioners of services with a safeguarding adults responsibility. Staff will be expected to have completed Level 2 training prior to attending this course

## Entry requirement

Participants will need to have completed Level Two training

## Aim of the session

The course aims to equip managers of direct services to be confident in their role of preventing and responding to abuse

## Learning outcomes

- Understand the role of the service manager and/or Designated Adult Safeguarding Manager (DASM)
- Demonstrate skills and knowledge to contribute effectively to a safeguarding adults enquiry
- Have an awareness, and application, of a range of local and national legal, policy and procedural frameworks when undertaking safeguarding adults activity
- Ensure adults at risk are supported appropriately to be involved and represented in a safeguarding adults enquiry
- Demonstrate the required level of skills and knowledge to undertake a safeguarding adults investigation (or assessment) as part of a safeguarding adults enquiry



## Booking details

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3) **Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish
23/02/2018	Friday	Palatine Beds, Portacabin	9:30am	4:30pm
12/04/2018	Thursday	Palatine Beds, Portacabin	9:30am	4:30pm
21/09/2018	Friday	Shieldfield Centre, SG Training Room	9:30am	4:30pm
04/12/2018	Tuesday	Palatine Beds, Portacabin	9:30am	4:30pm
01/03/2019	Friday	Palatine Beds, Portacabin	9:30am	4:30pm

# RAMP (Risk Assessment Management Plan)

## Target audience

Staff who have organisational or professional responsibility to safeguard vulnerable adults, particularly in the community, and who would partake in risk assessments and protection planning. This will include: Social Workers, Community Nurses, CPN's, Support Workers, Community Mental Health Workers, Team Leaders

## Entry requirement

Staff will be expected to have completed Level 2 training prior to attending course.

## Aim of the session

The course aims to equip staff to effectively undertake and coordinate a safeguarding adult risk assessment and safeguarding adult protection plan.

## Learning outcomes

This course will provide staff with an understanding of:

- the RAMP tool, how and when to use it;
- patterns, severity and frequency of abuse;
- risk assessment and risk management;
- vulnerability factors and likelihood and level of harm;
- working with the alleged victim and the alleged perpetrator;
- their roles and responsibilities in respect of the safeguarding adults process and procedures;
- the importance of working together and information sharing to protect vulnerable adults living at home or in institutional settings;
- the legal framework, domestic violence and the Mental Capacity Act.



## Booking details

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course details (2 Day Course)

Date	Day	Venue	Start	Finish
31/05 01/06/2018	Thursday and Friday	Pandon Room / Swan Parsons Room, Civic Centre	9:30am	4:30pm
27 & 28/09/2018	Thursday and Friday	Palatine Beds, Portacabin	9:30am	4.30pm
06 & 07/12/2018	Thursday and Friday	Palatine Beds, Portacabin	9:30am	4:30pm
14 & 15/02/2019	Thursday and Friday	Palatine Beds, Portacabin	9:30am	4:30pm

# Deprivation of Liberty Safeguards - Basic Awareness

## Target audience

For all staff who need a working knowledge of the Deprivation of Liberty Safeguards. This may include: care assistants, auxiliary staff, support staff, domestic staff, and administrative staff/receptionists in care homes or hospitals.

## Entry requirement

DoLS – Participants should attend either the ‘Basic Awareness’ OR the ‘Managers, Supervisory Body/Managing Authority’ training. Participants are required to attend MCA awareness or assessment training prior to attending any DoLS training courses.

## Aim of the session

To increase basic awareness of the Deprivation of Liberty Safeguards and to provide a basic working knowledge of the policy and procedures operational in Newcastle

## Learning outcomes

This course will provide staff with an understanding of:

- The background to the legislation
- The distinction between a restriction of liberty and a deprivation of liberty
- The assessment and authorisation process
- The roles and responsibilities of staff



## Booking details

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish
24/10/2018	Wednesday	Shieldfield Centre, SG Training Room	1:30pm	4:30pm
08/11/2018	Thursday	Shieldfield Centre, SG Training Room	1:30pm	4:30pm
19/12/2018	Wednesday	Shieldfield Centre, SG Training Room	1.00pm	4.00pm
20/12/2018	Thursday	Shieldfield Centre, SG Training Room	9.00am	12.00pm
20/12/2018	Thursday	Shieldfield Centre, SG Training Room	1.00pm	4.00pm
08/01/2019	Tuesday	Shieldfield Centre, SG Training Room	1.30pm	4.30pm
21/03/2019	Thursday	Shieldfield Centre, SG Training Room	1.30pm	4.30pm

# Deprivation of Liberty Safeguards – Managers Supervisory Bodies and Managing Authorities

## Target audience

Staff who have a responsibility for applying the Deprivation of Liberty Safeguards. This will include anybody who arranges residential or nursing care such as: Managers registered under the Care Standards Act (2000), Deputy Managers, Ward Managers, Senior Practitioners, Team Managers, Signatories, Social Workers, Social Care Assessment Officers, Care Co-ordinators, Care Managers, Band 5 Nurses or above, IMCA's, Paid Relevant Person's Representatives.

## Entry requirement

DoLS – Participants should attend either the 'Basic Awareness' OR the 'Managers, Supervisory Body/Managing Authority' training. Participants are required to attend MCA awareness or assessment training prior to attending any DoLS training courses.

## Aim of the session

To provide in-depth knowledge of the Deprivation of Liberty Safeguards process and documentation

## Learning outcomes

This course will provide staff with an understanding of:

- The background to the legislation
- The role of the Managing Authority and the Supervisory Body
- The distinction between a restriction of liberty and a deprivation of liberty
- The assessment and authorisation process
- The roles involved including IMCA and Paid Representatives
- The link between DoLS and Safeguarding Adults The DoLS documentation and completion



## Booking details

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish
12/09/2018	Wednesday	Portacabin, Palatine Beds	9:00am	12:00pm
25/10/2018	Thursday	Shieldfield Centre, SG Training Room	1:00pm	4:00pm
19/12/2018	Wednesday	Shieldfield Centre, SG Training Room	9.00am	12.00pm
07/02/2019	Thursday	Shieldfield Centre, SG Training Room	1.00pm	4.00pm
22/03/2019	Friday	Shieldfield Centre, SG Training Room	9.00am	12.00pm

# Self-Neglect Thematic Work Shop

## Target audience

People who have a responsibility for receiving concerns, decision-making and informing statutory agencies. This may include: Social Workers, District Nurses, Police Officers, RGN's, RMN's, Ward Sisters, Probation Officers, GP's, Home Managers, Team Leaders, CPN's.

## Entry requirement

Staff should have attended 'Core Safeguarding Training' and should come to the session with an understanding of their own agency's recording policy and procedures.

## Aim of the session

Increase awareness of legislation, policies and procedures in relation to self-neglect. Inform practitioners of their role in recognising and responding to self-neglect and abuse.

## Learning outcomes

The course will provide staff with an understanding of:

- Explore the definition of self-neglect in relation to the Care Act (2014)
- Understand the different types of self-neglect, its signs and indicators.
- Awareness and application of current legislation, local policies and procedures in relation to self-neglect.
- Identifying the level of risk or harm in relation to safeguarding.
- Exploring the possible strategies of self-neglect



## Booking details

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3) **Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish
05/10/2018	Friday	Shieldfield Centre SG Room 4-8 Clarence Walk Shieldfield NE2 1AL	9:15am	1:00pm
02/11/2018	Friday	Shieldfield Centre SG Room 4-8 Clarence Walk Shieldfield NE2 1AL	9:15am	1:00pm
14/12/2018	Friday	Cragside Education Centre, Campus for Ageing & Vitality Newcastle NE4 6BE	9:15am	1:00pm
08/02/2018	Friday	Cragside Education Centre, Campus for Ageing & Vitality Newcastle NE4 6BE	9:15am	1:00pm
22/03/2018	Friday	Cragside Education Centre, Campus for Ageing & Vitality Newcastle NE4 6BE	9:15am	1:00pm



# Effective Record Keeping

## Target audience

This course is recommended as an enhancement for safeguarding training at levels 2 and 3. It is for staff that are in contact/work with children; young people; their parents/carers and vulnerable adults who are required to keep records as part of their work. It is also suitable for those who have a responsibility for supervising staff who keep records.

## Entry requirement

Staff should have attended 'Core Safeguarding Training' and should come to the session with an understanding of their own agency's recording policy and procedures

## Aim of the session

To create a safe learning environment where practitioners can develop their understanding of how to keep effective and appropriate records.

## Learning outcomes

This session aims to improve confidence and skills in record keeping by considering the following:

- What we mean by 'records' and how they relate to good practice
- Messages from Serious Case Reviews
- Common problems with recording
- Why we keep records
- What type of information should be included in records
- How to record to best describe the situation
- Consequences of recording inappropriately
- Use of abbreviations and Jargon
- The difference between fact and opinion
- Clarity in written communication
- Signposting other resources for further development



## Booking details

**On Line:** please visit the [Newcastle Safeguarding Children Board Website](#)

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish
08/08/2018	Wednesday	Shieldfield Centre, SG Training Room	10:00am	12:00pm
26/10/2018	Friday	Shieldfield Centre, SG Training Room	10:00am	12:00pm

# Mental Capacity Act – Basic Awareness

## Target audience

All staff that need to have an awareness of the MCA. This may include: care assistants, auxiliary staff, Community Support Officers, wardens, concierges, support staff, domestic staff, administrative staff/receptionists in health or social care settings, unpaid carers, volunteers

## Entry requirement

MCA - Participants should attend the Basic Awareness or the Assessment training , NOT BOTH

## Aim of the session

To increase basic awareness of the Mental Capacity Act and to provide a basic working knowledge of the policy and procedures operational in Newcastle

## Learning outcomes

- The five principles of the Mental Capacity Act.
- The principles of assessing capacity and best interests
- The role of the Independent Mental Capacity Advocate (IMCA)
- Lasting Powers of Attorney (LPA's) and Advance Decisions.
- Deprivation of Liberty Safeguards (DoLS)



## Booking details

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish
12/09/2018	Wednesday	Portacabin, Palatine Beds	1:00pm	2:30pm
12/09/2018	Wednesday	Portacabin, Palatine Beds	3:00pm	4:30pm
24/10/2018	Wednesday	Shieldfield Centre, SG Training Room	09:00am	10:30am
24/10/2018	Wednesday	Shieldfield Centre, SG Training Room	11:00am	12:30pm
25/10/2018	Thursday	Shieldfield Centre, SG Training Room	09:00am	10:30am
25/10/2018	Thursday	Shieldfield Centre, SG Training Room	11:00am	12:30pm
08/11/2018	Thursday	Shieldfield Centre, SG Training Room	09:00am	10:30am
08/11/2018	Thursday	Shieldfield Centre, SG Training Room	11:00am	12:30pm
08/01/2019	Tuesday	Shieldfield Centre, SG Training Room	09:00am	10:30am
08/01/2019	Tuesday	Shieldfield Centre, SG Training Room	11:00am	12:30pm
07/02/2019	Thursday	Shieldfield Centre, SG Training Room	09:00am	10:30am
07/02/2019	Thursday	Shieldfield Centre, SG Training Room	11:00am	12:30pm
21/03/2019	Thursday	Shieldfield Centre, SG Training Room	09:00am	10:30am
21/03/2019	Thursday	Shieldfield Centre, SG Training Room	11:00am	12:30pm
22/03/2019	Friday	Shieldfield Centre, SG Training Room	1.00pm	2.30pm
22/03/2019	Friday	Shieldfield Centre, SG Training Room	3.00pm	4.30pm

# Mental Capacity Act – Assessment Training

## Target audience

Staff who have a responsibility for applying the Mental Capacity Act – decision-makers and their line managers. This may include: Social Workers, District Nurses, Police Officers, RGN's, RMN's, Ward Sister's, Probation Officers, GP's, Home Managers, Team Leaders, Team Managers, Welfare Rights Officers, Care Co-ordinators, Housing Officers, IMCA's, Paid Relevant Person's Representatives, Advocates.

## Entry requirement

MCA - Participants should attend the Basic Awareness or the Assessment training , NOT BOTH

## Aim of the session

To provide in-depth knowledge of the Mental Capacity Act and provide practical skills in order to undertake a capacity assessment and best interest decision

## Learning outcomes

This course will provide staff with an understanding of:

- The five principles of the Mental Capacity Act
- Decision specific assessments
- The role of the decision-maker
- The capacity assessment framework and best interest checklist
- The interface between MCA and other legislation
- Working with the IMCA service
- Implementing the MCA and supporting staff
- The wider implications of MCA and DoLS implementation.
- Planning a capacity assessment
- Planning a best interest decision



## Booking details

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish
09/11/2019	Friday	Shieldfield Centre, SG Training Room	09:30am	4:30pm
07/01/2019	Monday	Shieldfield Centre, SG Training Room	09:30am	4:30pm
06/02/2019	Wednesday	Shieldfield Centre, SG Training Room	09:30am	4:30pm

# Why should I choose e-learning?

## It is cost effective and saves time

By reducing the time taken away from work, removing travel expenditures and printed materials, online learning helps you to save time and money.

## Learning at any time

Courses can be accessed 24 hours a day, 7 days a week and at a pace, place and time to suit you.

## It makes tracking course progress simple

Perhaps the most important aspect of using computers for training is that it is easy to track and prove your progress and a certificate of achievement is issued when you have completed a course.

## Fun and engaging

By using a variation of activities and quizzes in the system, the training is both fun and interactive. This ensures the training is engaging and stimulating for the learner.

## It's discreet

Not everyone feels comfortable learning in a large group, especially if they find something difficult to understand. E-learning allows you to tackle the subject at your own pace, you can take a break when you want and can revisit modules again to ensure thorough understanding.



## **Awareness of Child Abuse and Neglect – Four versions available**

(If you complete either the introduction, foundation or core versions of this course depending on your role. It is equivalent to a level 1 taught course on page 6)

**Introduction version** – aimed at those who have occasional contact with children

**Foundation version** – aimed at those who have some direct contact with children

**Core version** – suitable for frontline professionals and those who have substantial contact with children

**Think Safe, Be Safe, Stay Safe** – Created with South Tees Junior LSCB, this course is aimed at 11 – 18 year olds i.e. peer mentors, baby sitters, work placements.

## **Basic Awareness of Domestic Abuse Including the Impact on Children**

This is suitable for volunteers and practitioners from all sectors who are in regular contact or work regularly with children, young people and their families. This course will raise your awareness of the issues surrounding domestic abuse.

## **Child Development (Children's and Young People's Development in Health and Social Care Settings)**

This is suitable for volunteers and practitioners from all sectors who are in regular contact or work regularly with children, young people and their families. This course aims to provide an increased understanding of the expected pattern of development and details the factors that can influence development as well as the interventions that should be taken if development is not following the expected pattern.

## **Hidden Harm – The Effect of Parental and Alcohol Misuse on Children**

This is suitable for volunteers and practitioners from all sectors who are in regular contact or work regularly with children, young people and their families. This course is designed to raise awareness of the issues affecting children of problem substance users. It helps the learner to spot the signs of harm and identify opportunities to break the cycle and safeguard the child.

## **Information Sharing Level 2**

This course compliments the 'Integrated Working' course and is suitable for those staff who deal with children and who will need to share information about cases. The focus of this course is the importance of information sharing, why it is important and who it can affect.

## **Integrated Working: Information Sharing Lead Professional**

This basic awareness course is made up of two learning outcomes: Information sharing and the role of the lead professional. The course will give learners an in-depth understanding of these topic areas so that they can confidently discuss concepts with families, should they need to. It also provides the underpinning knowledge for lead professionals.

## **Safeguarding Children and Young People from Abuse by Sexual Exploitation**

This is suitable for volunteers and practitioners from all sectors who are in regular contact or work regularly with children, young people and their families. This course aims to increase awareness of the main issues around the sexual exploitation of children and young people. It covers legislation and guidance that applies to vulnerable groups and how these policies can be applied in practice. It explains risk assessments and vulnerability factors, and outlines the roles of various agencies.

## **Safeguarding Children Refresher Training**

The Newcastle Safeguarding Children Board recommend that your core safeguarding training should be refreshed at least once every three years. Some agencies require staff to refresh/update every year, you should check your organisations policy regarding this. This course has been developed in collaboration with experts, covering all the changes over the last three years and will ensure compliance.

## **Safeguarding Children with Disabilities**

This is suitable for volunteers and practitioners from all sectors who work with children, young people with disabilities and their families. This is suitable for volunteers and practitioners from all sectors who are in regular contact or work regularly with children, young people and their families. This course contains an overview of the national and local agendas in relation to children with disabilities, basic knowledge of the range of protection needs of disabled children, and information on how you can enable them to communicate about their experiences and provide support

## **Safeguarding Adults at Risk**

Everybody has the right to live a life free from abuse and neglect. Safeguarding adults is about working together to make sure adults who might be at increased risk of abuse are protected and supported. This course aims to equip learners with the knowledge and confidence to respond to concerns where they believe an adult at risk is experiencing abuse or neglect. The course is suitable for all staff and volunteers who come into contact with adults at risk.

## **Deprivation of Liberty Safeguards (Adults)**

In cases where people lack the capacity to consent to particular treatment or care that is recognised by others as being in their best interests or which will protect them from harm, Deprivation of Liberty Safeguards(DoLS) have been introduced to protect their rights and ensure care is in their best interests. This course is aimed at those who deal with people using services whose requirements outline a need for knowledge of the Mental Capacity Act and specifically, the issue of Deprivation of Liberty Safeguards.

## **Basic Awareness of Child and Adult Sexual Exploitation**

This course is designed to explain what sexual exploitation is and to help you identify the vulnerability factors. Upon completion, you should be able to recognise the signs and indicators of sexual exploitation, understand the importance of multi-agency working and the safeguarding frameworks in place to manage concerns of sexual exploitation, and act appropriately if you have a concern.

## **Collaborative Working: A Whole Family Approach**

This is suitable for volunteers and practitioners from all sectors who are in regular contact or work regularly with children, young people and their families. This course will give you an understanding of the impact of whole family working and the key principles of whole family intervention. You will find out about your responsibility to contribute to a whole family working approach.

## **Mental Capacity Act**

The Mental Capacity Act (2005) is intended to assist and support people who may lack capacity and to discourage anyone who is involved in caring for someone who lacks capacity from being overly restrictive and controlling. The Act also aims to balance an individual's right to be protected from harm if they lack capacity to make decisions to protect themselves. This course aims to help you to look at how the Act will affect you and to help you develop best practice.

**To register for e-learning courses go to: [Welcome to the Newcastle Safeguarding Children and Adults Self Registration System.](#)**



## Continual Professional Development (CPD) courses and Thematic Workshops

This section of the programme will be continually updated to respond to emerging practice and learning. Updated programmes will be circulated throughout the year and all current information will be accessible via the websites.

The courses are designed to build upon your core knowledge and support you in your role. If there is a subject you would be interested in and isn't included in the programme you can contact [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) with your suggestions and these will be considered at the Learning and Development Committees.



# Neglect Course Children - Level 3

## Target audience

This course is aimed at all those who assess children in the community as part of their usual work and it will support your continuing professional development

## Entry requirement

Staff should have attended 'a relevant level of safeguarding training' i.e. relevant to their post and employer's requirements

## Aim of the session

To create a safe learning environment where practitioners can develop their understanding of the impact of neglect and the associated risk

## Learning outcomes

- Discuss what we mean by neglect
- Review the short and long term impact of living with neglect
- Look at the national and local picture and what lessons have been learned
- Consider how to apply the learning to practice
- Highlight the importance of acting quickly



## Booking details

**On Line:** please visit the [Newcastle Safeguarding Children Board Website](#)

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish
03/07/2018	Tuesday	Collingwood Room, Civic Centre	9:30am	4:30pm
21/09/2018	Friday	Swan Parsons, Civic Centre	9:30am	4:30pm
04/12/2018	Tuesday	Swan Parsons, Civic Centre	9:30am	4:30pm
13/02/2019	Wednesday	Swan Parsons, Civic Centre	9:30am	4:30pm

# Physical Injury Course Children - Level 3

## Target audience

This course is aimed at all those who assess children in the community as part of their usual work and it will support your continuing professional development.

## Entry requirement

Staff should have attended 'a relevant level of safeguarding training' i.e. relevant to their post and employer's requirements

## Aim of the session

To create a safe learning environment where practitioners can develop their understanding of physical injuries in children

## Learning outcomes

- To consider the latest research findings in relation to physical abuse
- To explore thresholds of concern within a child development context
- To identify key elements for assessing risk in relation to physical abuse
- To consider the emotional impact of physical abuse on children



## Booking details

**On Line:** please visit the [Newcastle Safeguarding Children Board Website](#)

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish

# Working with Disguised Compliance – Reflections in Practice - Level 3

## Target audience

This course is for staff from voluntary, statutory and independent agencies who are involved in undertaking assessments with children and families.

## Entry requirement

Staff must have attended 'Core Safeguarding Training' relevant to their post prior to attending this course.

## Aim of the session

To create a safe learning environment where practitioners can develop their understanding of how to engage with parents and families who appear to be compliant.

## Learning outcomes

This brief workshop will use information from literature, research, Serious Case Reviews (SCR) and practitioners own experiences to explore and reflect upon the following:

- What is disguised compliance?
- What are the effects of disguised compliance?
- What is the prevalence in SCR?
- How can we maintain focus on the detail, but also clearly have the bigger picture in mind?
- What currently helps you identify/act upon situations of disguised compliance?
- What are the barriers to identification/action?
- What can we do to improve practice as individuals, as teams, as a service and as multiagency workers?



## Booking details

**On Line:** please visit the [Newcastle Safeguarding Children Board Website](#)

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish
20/09/2018	Thursday	Shieldfield Centre, SG Training Room	10:00am	12:30pm
22/11/2018	Thursday	Shieldfield Centre, SG Training Room	10:00am	12:30pm

# Young people who go missing and the risk of sexual exploitation- Level 3

## Target audience

This one-day course is aimed at staff with significant frontline contact with young people who are taking risks

## Entry requirement

Participants will have already completed safeguarding training

## Aim of the session

To create a safe learning environment where practitioners can develop their understanding of young people who are taking risks which increases their vulnerability

## Learning outcomes

- A chance to explore their understanding of the issue of young people who go missing and the risk of sexual exploitation
- How to recognise typical indicators of sexual exploitation in children and young people
- An awareness of how young people are groomed for exploitation
- A local perspective on how many young people go missing in Newcastle
- A DVD developed by local young people's giving their perspective on CSE in the North East
- A discussion of best practice response and tools with which to engage young people, parents and carers
- A refresher on national guidance / good practice
- An understanding of SCARPA and its services



## Booking Details

**On Line:** please visit the [Newcastle Safeguarding Children Board Website](#)

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course Details

Date	Day	Venue	Start	Finish

# Train the Trainers - Safeguarding Children - Levels 1 and 2

## Target audience

Potential trainers who would like to deliver in-house face to face Level 1 Safeguarding Children training in their organisation

## Entry requirement

Participants must have attended 'Core Safeguarding Training' relevant to their post prior to attending this course and be prepared to attend up to Level 3 if they have not already done so

## Aim of the session

To create and maintain an environment where active learning can take place and people feel safe to participate in discussions and practice their skills in delivering training

## Learning outcomes

- Understand the different elements of effective training and the importance of planning and preparation
- Identify a range of teaching and learning methods
- Identify the challenges that occur during training and how to overcome them
- Understand how to make learning accessible to all
- Have some 'Top Tips for effective training'
- Have access to the content and materials for the NSCB Level 1 or Level 2 course
- Skills practice



## Booking details

**On Line:** please visit the [Newcastle Safeguarding Children Board Website](#)

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Dates for Safeguarding Children – Level 1

Date	Day	Venue	Start	Finish
15/03/2018	Thursday	Westgate College, Room 213	9:30am	4:00pm

## Dates for Safeguarding Children – Level 2

Date	Day	Venue	Start	Finish
14/02/2018	Wednesday	Civic Centre – Swan Parsons	9:30am	4:00pm

# Lead/Designated Safeguarding Officer – Level 3

## Target audience

This course is for those who have a specific responsibility within their organisation as the Lead or Designated Safeguarding Office

## Entry requirement

The Lead or Designated Safeguarding Officer should already have completed Safeguarding training at levels one and two

## Aim of the session

To create and maintain an environment where active learning can take place and people feel safe to discuss issues associated with their role

## Learning outcomes

By the end of the session learners will have:

- Identified and discussed their role as the Lead/Designated Officer
- Assessed their knowledge and skills
- An understanding of the key safeguarding terms associated with social care processes and the importance of working together
- Identified how to respond appropriately to safeguarding concerns and allegations against staff/volunteers
- Been briefed of any new changes in legislation, guidance and current issues



## Booking details

**On Line:** please visit the [Newcastle Safeguarding Children Board Website](#)

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish
22/02/2018	Thursday	Westgate College, Room 213	9:30am	1:00pm

# Impact of Parental Mental Health on Families – Level 3

## Target audience

This is a continuing professional development course which is suitable for staff from voluntary, statutory and independent agencies whose work may bring them into contact with families where parental mental health could be an issue.

## Entry requirement

Staff should have attended 'a relevant level of safeguarding training' i.e. relevant to their post and employer's requirements.

## Aim of the session

To create and maintain an environment where active learning can take place and people feel safe to discuss issues associated with mental health issues and the impact these can have on families.

## Learning outcomes

- Raise awareness of the impact of parental mental health issues on families
- Improve multi agency working with children and their families regarding parental mental health issues
- Provide a greater understanding of the biopsychosocial factors around this issue, including the short and long term effects both emotionally and physically on the child.



## Booking details

**On Line:** please visit the [Newcastle Safeguarding Children Board Website](#)

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish
16/08/2018	Thursday	Shieldfield Centre, SG Training Room	09:30am	4:30pm
06/12/2018	Thursday	Shieldfield Centre, SG Training Room	09:30am	4:30pm



# Safeguarding Women and Girls at risk of FGM – level 3

## Target audience

This is a continuing professional development course which is suitable for staff from voluntary, statutory and independent agencies whose work may bring them into contact with, those who have experienced or be at risk of FGM.

## Entry requirement

Staff should have attended 'a relevant level of safeguarding training' i.e. relevant to their post and employer's requirements

## Aim of the session

To create and maintain an environment where active learning can take place and people feel safe to discuss issues associated with FGM

## Learning outcomes

- Review the law and national policies in relation to reporting and professionals responsibilities
- Understand the local pathway
- Discuss the types of FGM and the physical, emotional and ethical implications
- Identify signs and indicators, including risk factors
- Consider the community perspectives



## Booking details

**On Line:** please visit the [Newcastle Safeguarding Children Board Website](#)

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish
19/06/2018	Tuesday	Civic Centre – Armstrong / Stephenson Room	10:00am	4:30pm
11/09/2018	Tuesday	Civic Centre - Pandon Room	10:00am	4:30pm
15/01/2019	Tuesday	Civic Centre - Swan Parsons	10:00am	4:30pm

# Responding to Sexual Exploitation

## Target audience

This course is for staff from voluntary, statutory and independent agencies who are working with children, young people and adults who could be at risk of or experiencing sexual exploitation.

## Entry requirement

There is no minimum entry requirement for this session but an understanding of safeguarding and the issues would be helpful.

## Aim of the session

To create and maintain an environment where active learning can take place and people feel safe to discuss issues associated with sexual exploitation

## Learning outcomes

By the end of the session learners will be able to:

- Demonstrate the skills and knowledge to contribute effectively to the safeguarding process
- Awareness and application of a range of local procedural frameworks and national polilegislation when safeguarding children and adults at risk of sexual exploitation
- Ensure children and adults at risk are supported appropriately to understand risks around sexual exploitation and maximise their decision making
- Understand how best evidence is achieved
- Demonstrate the required level of skills and knowledge to assess risks in relation to complex cases of sexual exploitation
- Actively engage in multi-agency framework to develop robust and where necessary, innovative protection plans.



## Booking details

**On Line:** please visit the [Newcastle Safeguarding Children Board Website](#)

**Email:** send a completed booking form to [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) (Ap.3)

**Problems?** call administration on 0191 277 2091

## Course details

Date	Day	Venue	Start	Finish
07/02/2018	Wednesday	Collingwood Room, Civic Centre	10:00am	2:00pm

# Domestic Violence and Abuse (DVA) Awareness

## Target audience

The course is suitable for anyone who may come into contact with victims of abuse, perpetrators and / or children living in families where abuse is occurring.

## Entry requirement

This is a basic level awareness raising course therefore no prior knowledge is necessary.

## Aim of the session

To increase participants' awareness and understanding of the nature and impact of DVA.

## Learning outcomes

The course will cover:

- ~ Nature and prevalence of DVA, including power and control dynamics
- ~ Impact on adult victims and children
- ~ Barriers to disclosure, seeking support and leaving abusive relationships
- ~ Myths surrounding domestic violence and abuse
- ~ Local and national initiatives and support services for victims, perpetrators and children

## Booking details

**Charges:** Training is free to most organisations operating within Newcastle upon Tyne. Profit-making organisations and organisations operating outside of Newcastle are welcome to attend but will be expected to pay a fee of £35 per person per day.

**Book online using the 'Register here' links below:**

**(Do not send a booking form to admin as you will not have registered for this course)**

Friday 7 September 2018	West End Customer Service Centre	<a href="#">Register here</a>
Tuesday 20 November 2018	Kenton Centre, Hillsview Avenue	<a href="#">Register here</a>
Wednesday 9 January 2019	Molineux Street NHS Centre, Byker	<a href="#">Register here</a>
Thursday 7 March 2019	West End Customer Service Centre	<a href="#">Register here</a>

**Problems?** Call Safe Newcastle on 0191 211 5872

## Course details

Date	Day	Venue	Start	Finish
07/09/2018	Friday	West End Customer Service Centre	9:30am	4:30pm
20/11/2018	Tuesday	Kenton Centre, Hillsview Avenue	9:30am	4:30pm
09/01/2019	Wednesday	Molineux Street NHS Centre	9:30am	4:30pm
07/03/2019	Thursday	West End Customer Service Centre	9:30am	4:30pm

# Coercive Control and the Entrapment of Domestic Violence and Abuse (DVA) Victims

## Target audience

The course is suitable for anyone who may come into contact with victims of abuse, perpetrators and / or children living in families where abuse is occurring.

## Entry requirement

To attend this course, applicants must have previously attended a DVA awareness training course. This could be the course provided in this programme or training received elsewhere. You will be required to give details when completing the online booking form.

## Aim of the session

To build upon participants' awareness and understanding of the nature and impact of coercive control and the entrapment of victims of abuse.

## Learning outcomes

- The course will cover:
- ~ Coercive control – what it is, how it impacts on victims and the new criminal offence
  - ~ The psychological impact of DVA
  - ~ How the human brain responds to threat and fear
  - ~ The impact of victim-blaming attitudes and language
  - ~ Stages of change and the help-seeking process

## Booking details

**Charges:** Training is free to most organisations operating within Newcastle upon Tyne. Profit-making organisations and organisations operating outside of Newcastle are welcome to attend but will be expected to pay a fee of £35 per person per day.

**Book online using the 'Register here' links below:**

**(Do not send a booking form to admin as you will not have registered for this course)**

Thursday 13 September 2018	Molineux Street NHS Centre, Byker	<a href="#">Register here</a>
Friday 7 December 2018	Kenton Centre, Hillsview Avenue	<a href="#">Register here</a>
Thursday 28 March 2019	Molineux Street NHS Centre, Byker	<a href="#">Register here</a>

**Problems?** Call Safe Newcastle on 0191 211 5872

## Course details

Date	Day	Venue	Start	Finish
13/09/2018	Thursday	Molineux Street NHS Centre	10:00am	4:30pm
07/12/2018	Friday	Kenton Centre, Hillsview Avenue	10:00am	4:30pm
28/03/2019	Thursday	Molineux Street NHS Centre	10:00am	4:30pm

# Assessing and Managing Risk in Domestic Violence and Abuse (DVA) Cases

## Target audience

Any frontline practitioner or manager who comes into contact with victims of DVA in their day-to-day work and who's role includes assessing risk and making referrals to Multi-Agency Risk Assessment Conference (MARAC).

## Entry requirement

To attend this course, applicants must have previously attended a DVA awareness training course. This could be the course provided in this programme or training received elsewhere. You will be required to give details when completing the online booking form.

## Aim of the session

To provide participants with the knowledge, skills and practical tools required to undertake risk assessment with victims of DVA and to make appropriate referrals to MARAC.

## Learning outcomes

The course will cover:

- ~ The Newcastle Multi-Agency Domestic Violence and Abuse Procedural Flowchart for use when responding to DVA cases
- ~ History, aims and purpose of MARAC
- ~ Overview of the MARAC process and how MARAC meetings are conducted
- ~ MARAC referral criteria and how to refer high risk victims to MARAC
- ~ The role of the Independent Domestic / Sexual Violence Advisers
- ~ Using the SafeLives Risk Checklist, the Stalking-DASH and the Severity of Abuse Grid when assessing the risk of harm towards victims of DVA

## Booking details

**Charges:** Training is free to most organisations operating within Newcastle upon Tyne. Profit-making organisations and organisations operating outside of Newcastle are welcome to attend but will be expected to pay a fee of £35 per person per day.

**Book online using the 'Register here' links below:**

**(Do not send a booking form to admin as you will not have registered for this course)**

Tues 2 Oct 2018 Molineux Street NHS Centre, Byker [Register here](#)

Wed 13 Feb 2019 Kenton Centre, Hillside Avenue [Register here](#)

**Problems?** Call Safe Newcastle on 0191 211 5872



## Course details

Date	Day	Venue	Start	Finish
02/10/2018	Tuesday	Molineux Street NHS Centre	10:00am	4:30pm
13/02/2019	Wednesday	Kenton Centre	10:00am	4:30pm

# Working with Male Perpetrators of Domestic Violence and Abuse (DVA)

## Target audience

Any frontline practitioner or manager who comes into contact with male perpetrators of DVA in their day-to-day work.

## Entry requirement

To attend this course, applicants must have previously attended a DVA awareness training course. This could be the course provided in this programme or training received elsewhere. You will be required to give details when completing the online booking form.

## Aim of the session

To increase participants' understanding of why male perpetrators may behave abusively towards their female ex / partners and to increase confidence and skills when working with perpetrators.

## Learning outcomes

The course will cover:

- ~ Common characteristics of perpetrators of DVA
- ~ The importance of engaging with perpetrators
- ~ The potential risks and benefits of working with perpetrators
- ~ Factors which may influence why some men abuse
- ~ How perpetrators attempt to avoid taking responsibility for their abusive behaviour
- ~ Having difficult conversations, challenging perpetrators and gathering important information

## Booking details

**Charges:** Training is free to most organisations operating within Newcastle upon Tyne. Profit-making organisations and organisations operating outside of Newcastle are welcome to attend but will be expected to pay a fee of £35 per person per day.

**Book online using the 'Register here' links below:**

**(Do not send a booking form to admin as you will not have registered for this course)**

Thursday 11 October 2018

Molineux Street NHS Centre, Byker

[Register here](#)

Tuesday 12 March 2019

Kenton Centre, Hillside Avenue

[Register here](#)

**Problems?** Call **Safe Newcastle** on 0191 211 5872

## Course details

Date	Day	Venue	Start	Finish
11/10/2018	Thursday	Molineux NHS Centre, Byker	10:00am	4:30pm
12/03/2019	Tuesday	Kenton Centre	10:00am	4:30pm

# Domestic Violence and Abuse (DVA) in Lesbian Gay, Bisexual and Transgender (LGBT) Relationships

## Target audience

The course is suitable for anyone who may come into contact with victims of abuse, perpetrators and / or children living in families where abuse is occurring.

## Entry requirement

There is no minimum entry requirement for this course but an understanding of domestic violence and abuse issues would be helpful.

## Aim of the session

To increase awareness and understanding of the nature and impact of domestic violence and abuse in LGB and T relationships.

## Learning outcomes

The course will cover:

- ~ The nature and dynamics of abusive relationships
- ~ The myths surrounding DVA in LGB and T people's relationships
- ~ How DVA can effect a victim's sense of self and identity
- ~ Exploring the complex issues that prevent LGB and T people from leaving abusive relationships
- ~ Assessing risk and identifying appropriate protection and support for victims

## Booking details

**Charges:** Training is free to most organisations operating within Newcastle upon Tyne. Profit-making organisations and organisations operating outside of Newcastle are welcome to attend but will be expected to pay a fee of £35 per person per day.

**Book online using the 'Register here' links below:**

**(Do not send a booking form to admin as you will not have registered for this course)**

Tues 23 Oct 2018    Kenton Centre, Hillsview Avenue    [Register here](#)

Fri 22 March 2019    West End Customer Service Centre    [Register here](#)



**Problems? Call Safe Newcastle on 0191 211 5872**

## Course details

Date	Day	Venue	Start	Finish
23/10/2018	Tuesday	Kenton Centre	10:00am	4:30pm
22/03/2019	Friday	West End CSC	10:00am	4:30pm

# Children Living with Domestic Violence and Abuse (DVA)

## Target audience

The course is suitable for anyone who may come into contact with victims of abuse, perpetrators and / or children living in families where abuse is occurring.

## Entry requirement

To attend this course, applicants must have previously attended a DVA awareness training course. This could be the course provided in this programme or training received elsewhere. You will be required to give details when completing the online booking form.

## Aim of the session

To increase participants' awareness and understanding of the impact of DVA on children and the interventions available to safeguard them.

## Learning outcomes

The course will cover:

- ~ Recap of the definition, nature and prevalence of DVA
- ~ The abuse of children in DVA situations
- ~ Effects of DVA on parenting by victims and perpetrators
- ~ Identifying and addressing risk to safeguard and support children and non-abusing parents

## Booking details

**Charges:** Training is free to most organisations operating within Newcastle upon Tyne. Profit-making organisations and organisations operating outside of Newcastle are welcome to attend but will be expected to pay a fee of £35 per person per day.

**Book online using the 'Register here' links below:**

**(Do not send a booking form to admin as you will not have registered for this course)**

Thursday 20 September 2018	West End Customer Service Centre	<a href="#">Register here</a>
Friday 30 November 2018	Molineux Street NHS Centre, Byker	<a href="#">Register here</a>
Tuesday 26 February 2019	Kenton Centre, Hillside Avenue	<a href="#">Register here</a>

**Problems? Call Safe Newcastle on 0191 211 5872**

## Course details

Date	Day	Venue	Start	Finish
20/09/2018	Thursday	West End Customer Service Centre	10:00am	4:30pm
30/11/2018	Friday	Molineux Street NHS Centre	10:00am	4:30pm
26/02/2019	Tuesday	Kenton Centre	10:00am	4:30pm



## Teenage Relationship Abuse

### Target audience

Anyone working directly with young people and / or with families that may include young people.

### Entry requirement

There is no minimum entry requirement for this course but an understanding of domestic violence and abuse issues would be helpful.

### Aim of the session

To increase participants' awareness and understanding of the nature and impact of violence and abuse in young people's relationships and the interventions available to safeguard them.

### Learning outcomes

The course will cover:

- ~ Definition of DVA with examples of how it applies specifically to young people
- ~ Attitudes towards, prevalence and impact of abuse in young people's relationships
- ~ Assessing risk using the SafeLives Risk Checklist for young people
- ~ Risk management, safety planning and multi-agency working to support and safeguard young people experiencing violence and abuse in an intimate relationship

### Booking details

**Charges:** Training is free to most organisations operating within Newcastle upon Tyne. Profit-making organisations and organisations operating outside of Newcastle are welcome to attend but will be expected to pay a fee of £35 per person per day.

**Book online using the 'Register here' links below:**

**(Do not send a booking form to admin as you will not have registered for this course)**

Thurs 27 Sept 2018      Kenton Centre, Hillside Avenue      [Register here](#)

Tues 15 Jan 2019      Molineux Street NHS Centre, Byker      [Register here](#)

**Problems? Call Safe Newcastle on 0191 211 5872**



### Course details

Date	Day	Venue	Start	Finish
27/09/2018	Thursday	Kenton Centre, Hillside Avenue	10:00am	4:30pm
15/01/2019	Tuesday	Molineux Street NHS Centre	10:00am	4:30pm

# Honour Based Violence (HBV) and Forced Marriage

## Target audience

The course is suitable for anyone who may come into contact with potential victims of honour based abuse and forced marriage.

## Entry requirement

There is no minimum entry requirement for this course but an understanding of domestic violence and abuse issues would be helpful.

## Aim of the session

To increase participants' awareness and understanding of the complex issues associated with HBV and forced marriage and to equip participants with the knowledge required to respond to cases safely and effectively.

## Learning outcomes

The course will cover:

- ~ DVA against black and minority ethnic women
- ~ What is HBV and forced marriage?
- ~ The difference between forced and arranged marriage
- ~ The importance of family honour and the potential consequences of damaging it
- ~ Barriers to disclosing abuse and achieving safety for women from black and minority ethnic communities
- ~ Practice recommendations for effective safe responses and intervention
- ~ Forced marriage civil and criminal legislation

## Booking details

**Charges:** Training is free to most organisations operating within Newcastle upon Tyne. Profit-making organisations and organisations operating outside of Newcastle are welcome to attend but will be expected to pay a fee of £35 per person per day.

**Book online using the 'Register here' links below:**

**(Do not send a booking form to admin as you will not have registered for this course)**

Thurs 18 Oct 2018 West End Customer Service Centre [Register here](#)

Tues 5 Feb 2019 Molineux Street NHS Centre, Byker [Register here](#)



**Problems? Call Safe Newcastle on 0191 211 5872**

## Course details

Date	Day	Venue	Start	Finish
18/10/2018	Thursday	West End Customer Service Centre	10:00am	4:30pm
05/02/2019	Tuesday	Molineux Centre	10:00am	4:30pm

# Gender Inequality: Exploring the Causes and Consequences of Violence against Women and Girls

## Target audience

Everyone! Particularly anyone who may come into contact with victims of abuse, perpetrators and / or children living in families where abuse is occurring.

## Entry requirement

There is no minimum entry requirement for this course.

## Aim of the session

To explore the causes and contributing factors of violence against women and girls.

## Learning outcomes

The course will cover:

- ~ The difference between gender and sex and gender stereotypes
- ~ Gender inequality as the root cause of violence against women and girls
- ~ The ecological model for understanding the causes of VAWG and factors that contribute to why some men abuse

## Booking details

**Charges:** Training is free to most organisations operating within Newcastle upon Tyne. Profit-making organisations and organisations operating outside of Newcastle are welcome to attend but will be expected to pay a fee of £35 per person per day.

**Book online using the 'Register here' links below:  
(Do not send a booking form to admin as you will not have registered for this course)**

Wednesday 7 November 2018 [Register here](#)

Tuesday 29 January 2019 [Register here](#)



**Problems? Call administration on 0191 211 5872**

## Course details

Date	Day	Venue	Start	Finish
07/11/2018	Wednesday	Newcastle Civic Centre	10:00am	4:30pm
29/01/2019	Tuesday	Newcastle Civic Centre	10:00am	4:30pm

# Guidance Notes

## Appendix 1

Please ensure you read these guidance notes prior to booking.

### Booking

Booking details vary depending on whether the course was developed by the 'Children Board' the 'Adults Board' or 'Safe Newcastle', please refer to the booking details on the information sheets for each individual course. Your booking must have been agreed with your line manager.

### Allocation of places and general information

- We try to allocate places in order to have a fair representation from different agencies, this might mean we have to limit the amount of places for an individual organisation.
- You will receive a confirmation letter with course outlines, please do not attend the session unless you receive these document as you may not have been allocated a space on the training.
- These courses are specifically designed for people working or volunteering in the Newcastle area.
- You must attend the full course to receive a certificate.
- Please ensure that you meet the entry requirements as detailed for each course and that you have discussed this with your line manager.

### Equal Opportunities

- Newcastle Safeguarding Adults Board, Newcastle Safeguarding Children Board and Safe Newcastle are committed to a policy of Equal Opportunities and aims to provide training which reflects this. We try to: ensure that all participants are treated as individuals; the opinion of you and others is respected; and that inappropriate behaviour and language are challenged.
- If you would like to discuss any special requirements you may need prior to the course, please contact: Workforce Development Admin at [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk) or telephone 0191 2772091

### Charges for Attendance; Non attendance and late cancellation fee

- See Joint Charging Policy <https://www.nscb.org.uk/training-courses>
- Safe Newcastle charges are detailed on the course information sheets.

### Data Protection

- Under the Data Protection Act we have to tell you about the information we hold about you. We keep names; email addresses and work addresses on a computerised database to monitor organisational training levels.

# Venue Information

## Appendix 2

When your booking has been confirmed you will receive a letter which will provide further detail of the venues we use for safeguarding adults training.

For your information, this is a list of the address of venues:

<p><b>Civic Centre</b> Barrass Bridge Newcastle upon Tyne NE1 8QH</p>	<p><b>West Hartford Fire Station</b> West Hartford Business Park Cramlington Blyth, Northumberland NE23 3JP On A192 between Seaton Deleval and Plessey Woods/Morpeth</p>
<p><b>Westgate Community College (Room 213)</b> West Road NE4 9LU (this room is located on the 1<sup>st</sup> floor with stairs down to the room)</p>	<p><b>Children's Society</b> 1<sup>st</sup> Floor Provincial House 148/152 Northumberland Street Newcastle upon Tyne NE1 7DQ</p>
<p><b>Freeman Hospital (Education Centre)</b> Freeman Road High Heaton Newcastle upon Tyne NE7 7DN</p>	<p><b>Kenton Centre</b> Hillsview Avenue Kenton Newcastle upon Tyne NE3 3QJ</p>
<p><b>Palatine Portacabin</b> Palatine Beds Stamfordham Road Westerhope NE5 5HH</p>	<p><b>West End Customer Services Centre</b> Condercum Road Newcastle upon Tyne NE4 9JH</p>
<p><b>Sir James Spence Building RVI</b> Seminar Room Peacock Hall Entrance Victoria Wing NE1 4LP</p>	
<p><b>Molineux Street NHS Centre</b> Molineux Street Byker Newcastle NE6 1SU</p>	

**Booking Form: PLEASE DO NOT USE for Safe Newcastle Training**

One applicant per form. Please PRINT all information clearly

<b>Course Information</b>	
Course Title	
Course Date	
Course Time	

<b>Applicant Information</b>	
Name	
Employee ID/Payroll number (if applicable)	
Organisation	
Job Title	
Workplace Address (including Postcode)	
Applicant's email	
Contact Telephone	

<b>Sector (please tick the most appropriate)</b>			
Adult Social Care	<input type="checkbox"/>	Private Sector	<input type="checkbox"/>
Childminder's	<input type="checkbox"/>	Private Day Care	<input type="checkbox"/>
Children's Social Care	<input type="checkbox"/>	Police	<input type="checkbox"/>
Early Years/Play/Childcare	<input type="checkbox"/>	Schools	<input type="checkbox"/>
Foster Carers	<input type="checkbox"/>	Sure Start Children's Centres	<input type="checkbox"/>
Further/Higher Education	<input type="checkbox"/>	Voluntary/Non-statutory sector	<input type="checkbox"/>
GPs/Clinical Commissioning Group	<input type="checkbox"/>	YHN/Housing	<input type="checkbox"/>
Local Authority Other	<input type="checkbox"/>	YOT	<input type="checkbox"/>
NTW	<input type="checkbox"/>	Other (please specify below)	<input type="checkbox"/>
NUTH	<input type="checkbox"/>		<input type="checkbox"/>

Managers Name	(Details of the manager who has given you approval to attend)
Managers email	
Managers telephone	

**Special Requirements  
(communication aids, access etc. please give details here)**

If you would prefer to discuss this in person, please contact Workforce Development Admin on 0191 2772091

Please return the completed Booking Form by email, post or fax to the details below:

Email - [wfdadmin@newcastle.gov.uk](mailto:wfdadmin@newcastle.gov.uk)

Workforce Development Admin.  
3<sup>rd</sup> Floor  
Civic Centre  
Barrass Bridge  
Newcastle upon Tyne  
NE1 8QH

Telephone – 0191 2772091

Fax – 0191 2772099

**If you are allocated a space on training, you will receive a confirmation letter containing further details about the training session, including a map and directions to help you find the venue.**