



# Training brochure

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# The Education Safeguarding Team

Safeguarding children and young people is a fundamental duty for any organisation which comes into contact with them. We offer specialist training and support for schools and settings to enable those working with children and young people to identify and manage safeguarding issues. Services offered support Early Years (including PVI), Primary, Secondary, Off-site Providers and FE settings.

Our team consists of experienced advisers and trainers from early years, primary, secondary, youth justice, social care and youth service backgrounds with a strong track record of safeguarding and an understanding of both national and local LSCP safeguarding agendas.

## Inset/ Twilight Offer for Schools and Education Settings

Keeping Children Safe in Education (2018) states all staff members should receive appropriate safeguarding and child protection training which is regularly updated. The Education Safeguarding Team offer the following twilight/inset briefings to support schools and colleges to keep staff informed of safeguarding issues. Bespoke in-house training for 1 day courses advertised in this brochure are also available on request.

To book or make further enquires please email [educ.childprotection@leeds.gov.uk](mailto:educ.childprotection@leeds.gov.uk) or telephone 0113 3785046.

For training on PREVENT please email [prevent@leeds.gov.uk](mailto:prevent@leeds.gov.uk)

## Additional Services

The Education Safeguarding Team offer the following additional chargeable support services on request:

Safeguarding Audits:

- This deep dive audit supports school's to review their current safeguarding arrangements in line with statutory requirements, guidance and compliance with the law.
- Independent Chair's for Risk Management Plans, in cases where children and young people are exhibiting harmful sexual behaviour. Bespoke full day central training and inset courses delivered on-site.
- Senior leadership support for managing allegations against staff, including one to one safer working practice training for staff.

# Training, events and conferences

Leeds for Learning are delighted to offer a wide range of training courses, events, conferences and briefings.

The contents of this brochure are set by the search criteria you used when visiting the Leeds for Learning website. You can download brochures at any time to ensure you have the most up-to-date, relevant information and pricing for you and your colleagues. All courses included in this brochure are relevant and available to your setting and all prices are bespoke.

If you wish to book any of the courses in this brochure please visit [www.leedsforlearning.co.uk](http://www.leedsforlearning.co.uk) to sign up or login.

If you have any questions about any of our training courses, events or conferences please use the service contact details available on the [www.leedsforlearning.co.uk](http://www.leedsforlearning.co.uk)

If you have general queries about Leeds for Learning and our services please contact [leedsforlearning@leeds.gov.uk](mailto:leedsforlearning@leeds.gov.uk)

## Leeds for Learning training cancellation policy

### 1. Cancellations by the service provider

1.1. The service provider will, where possible, attempt to provide 5 working days' notice to the customer in the event of the cancellation of training or events. The service provider shall not be liable for any costs to the customer arising as a result of cancellation.

1.2. The service provider will not charge for cancellation if the training/event was cancelled by Leeds for Learning.

### 2. Cancellations by the customer

2.1. The customer will be liable for the full cost of the training booking unless a cancellation request is received with at least 5 working days' notice prior to the training course/event taking place.

2.2. In instances of 'free' training, or training with a £0 charge, cancellations requests must be received with at least 5 working days' notice prior to the training course/event taking place. If sufficient notice is not received you may be charged a £30 administration fee.

2.3. You will not be charged if you have cancelled your booking in accordance with the timescales specified within 2.1 and 2.2.

2.4. Leeds for Learning and the Education Safeguarding Team reserve the right to waive charges if cancellations are made due to exceptional circumstances. Please contact the service provider via [www.leedsforlearning.co.uk](http://www.leedsforlearning.co.uk) in such instances.

These decisions are made at the service providers' discretion.

# Safeguarding Courses

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# 3 Day Designated Safeguarding Lead Person

## Course Outline

Government guidance and Ofsted require that Designated Senior People for Child Protection are appropriately trained for this role and that this training is updated every 2 years. Children's Services, therefore, provide a three-day course for newly appointed (or previously untrained) designated people.

## Further Details

### Who Should Attend?

Professionals who have specific child protection responsibilities and contribute to assessing, implementing and reviewing plans to meet the needs of children where there are safeguarding concerns. This includes those who attend strategy meetings and case conferences as part of their role.

Delegates must have completed introductory safeguarding training

## Outcomes

- Become familiarised with current legislation, policy and procedures
- Identify ways to gather information eg talking to children, parents/carers and other professionals
- Review how risks are assessed and judgements are made
- Identify lessons learned from Serious Case Reviews
- Recognise the impact of an individual's own values and attitudes in dealing with child protection issues in school
- Explain why some behaviours are potentially abusive
- Examine individual, institutional and social factors which may contribute to the likelihood of abusive behaviour occurring
- Recognise the purpose of strategy discussions, strategy meetings, child protection conferences and core groups in protecting children
- Identify possible signs that indicate that a child has experienced abuse
- To understand and implement the 'Early Help' procedures in accordance with the LSCP guidelines
- Follow the "Working Together" inter-agency child protection procedures in accordance with the Leeds LSCP guidelines
- Contribute to Initial and Review Child Protection conferences and planning meetings
- Explore the role with respect to responsibilities for prevention and support
- Review current policy and procedures in their own school in order to continually develop and improve practice

Dates			Cost per delegate
<b>Cohort 1</b>			£400.00
Day 1	10 Sep 2019	09:00 – 16:00	
Day 2	19 Sep 2019	09:00 – 16:00	
Day 3	23 Sep 2019	09:00 – 16:00	
<b>Cohort 2</b>			£400.00
Day 1	7 Oct 2019	09:00 – 16:00	
Day 2	16 Oct 2019	09:00 – 16:00	
Day 3	24 Oct 2019	09:00 – 16:00	
<b>Cohort 3</b>			£400.00
Day 1	5 Nov 2019	09:00 – 16:00	
Day 2	13 Nov 2019	09:00 – 16:00	
Day 3	21 Nov 2019	09:00 – 16:00	
<b>Cohort 4</b>			£400.00
Day 1	25 Nov 2019	09:00 – 16:00	
Day 2	3 Dec 2019	09:00 – 16:00	
Day 3	12 Dec 2019	09:00 – 16:00	
<b>Cohort 5</b>			£400.00
Day 1	13 Jan 2020	09:00 – 16:00	
Day 2	21 Jan 2020	09:00 – 16:00	
Day 3	29 Jan 2020	09:00 – 16:00	
<b>Cohort 6</b>			£400.00
Day 1	3 Feb 2020	09:00 – 16:00	
Day 2	13 Feb 2020	09:00 – 16:00	
Day 3	25 Feb 2020	09:00 – 16:00	
<b>Cohort 7</b>			£400.00
Day 1	4 Mar 2020	09:00 – 16:00	
Day 2	9 Mar 2020	09:00 – 16:00	
Day 3	17 Mar 2020	09:00 – 16:00	
<b>Cohort 8</b>			£400.00
Day 1	22 Apr 2020	09:00 – 16:00	
Day 2	28 Apr 2020	09:00 – 16:00	
Day 3	7 May 2020	09:00 – 16:00	
<b>Cohort 9</b>			£400.00
Day 1	2 Jun 2020	09:00 – 16:00	
Day 2	10 Jun 2020	09:00 – 16:00	
Day 3	18 Jun 2020	09:00 – 16:00	
<b>Cohort 10</b>			£400.00
Day 1	26 Jun 2020	09:00 – 16:00	
Day 2	2 Jul 2020	09:00 – 16:00	
Day 3	8 July 2020	09:00 – 16:00	
<b>Venue:</b>	Shine Business Centre, Harehills Road, Leeds, LS8 5HS		

# Child Protection and the Links to Attendance

## Course Outline

The Department for Education's (DfE's) statutory guidance for schools and colleges, 'Keeping children safe in education', 2018 stipulates that schools and colleges must ensure that their safeguarding responsibilities extend to appropriate preventive, protective and supportive responses to particular issues affecting children including those missing from education.

This half day course will raise awareness of key child protection issues linked to attendance, children missing from education and potential behaviours and vulnerabilities professionals should be aware of when working with children and young people.

## Further Details

The course is suitable for any professional who has direct responsibility for responding to pupils identified as missing from education. This would include any pupil that is currently on school roll, who is not attending and believed to have left the local authority. Any pupil who is admitted to the school roll and fails to attend, any pupil who goes missing during the school day, any notifications received that a parent has decided to electively home educate their child or remove them from the school roll for any other reason. This is relevant for all schools, academies and independent schools.

## Outcomes

- Gain a working knowledge of the impact of the updated Children Missing Education Statutory Guidance (September 2016)
- Identify the risks and vulnerabilities of children missing education
- To identify the roles and responsibilities of staff dealing with attendance and Children Missing Education
- Improve information gathering prior to families leaving school
- Understand the correct reporting procedures and referrals for children who are taken off roll
- Understand the reporting procedures for children who go missing/abscond during the school day

Date		Cost per delegate
5 Feb 2020	09:30 - 13:00	£55.00
<b>Venue:</b>	Shine Business Centre, Harehills Road, Leeds, LS8 5HS	

# Child Protection Training for New Staff working in Education

## Course Outline

This course is a half-day introduction to child protection issues for those who work with children and young people within the education sector.

The aim is to provide participants with a basic awareness of what child abuse is, child protection procedures and professional responses to child protection concerns.

## Further Details

The course is suitable for any professional who may be working with children, young people and their families, particularly NQT's, pastoral staff and professionals working for central education services, professionals working in clusters who have contact with families and children.

## Outcomes

- Raise awareness of the varied nature of child abuse
- Increase understanding of the current definitions and statistics of child abuse
- Examine the different roles of staff working within the education sector
- Identify possible signs and indicators of abuse
- Build confidence in dealing with a disclosure of possible abuse from a young person
- Increase knowledge of appropriate monitoring and recording of concerns
- Define their roles and responsibilities, including dealing with disclosure, monitoring and recording

Dates		Cost per delegate
<b>Cohort 1</b>		£55.00
10 Oct 2019	09:00 – 12:00	
<b>Cohort 2</b>		£55.00
10 Oct 2019	13:00 – 16:00	
<b>Cohort 3</b>		£55.00
28 Jan 2020	09:00 – 12:00	
<b>Cohort 4</b>		£55.00
28 Jan 2020	13:00 – 16:00	
<b>Cohort 5</b>		£55.00
21 May 2020	09:00 – 16:00	
<b>Cohort 6</b>		£55.00
21 May 2020	13:00 – 16:00	
<b>Venue:</b>	Shine Business Centre, Harehills Road, Leeds, LS8 5HS	



# Contextual Safeguarding (Child Exploitation)



## Course Outline

Often hidden from view and associated with many risk taking behaviours, Child Exploitation can repeatedly go unnoticed, have a direct impact on learning, attendance and positive outcomes for children and young people; causing considerable trauma and distress that can stay with them for life.

The Department for Education's (DfE's) statutory guidance for schools and colleges, 'Keeping children safe in education', 2018 stipulate that schools and colleges must ensure that their safeguarding responsibilities extend to appropriate preventive, protective and supportive responses to particular issues affecting children experiences of significant harm beyond their families. It recognises that the different relationships that young people form in their neighbourhoods, schools and online can feature violence and abuse. Parents and carers have little influence over these contexts, and young people's experiences of extra-familial abuse can undermine parent-child relationships. This course seeks to explore such issues including their links to sexual exploitation, criminal exploitation (including county lines) and sexual harassment and violence.

## Further Details

The course is suitable for any professional who may be working with children, young people and their families, particularly Designated Safeguarding Leads in schools, pastoral staff and professionals working in clusters that have contact with families and children.

## Outcomes

- Understand the terminology contextual safeguarding and associated issues such as sexual exploitation, criminal exploitation, county lines, peer on peer abuse, sexual harassment and violence
- Understand how safeguarding incidents and/or behaviours can be associated with factors outside the school or college and/or can occur between children outside/inside the school or college
- To support designated safeguarding leads to consider the context within which such incidents and/or behaviours occur
- To support designated staff to identify, assess and respond to risk in line with legislative guidance, local and national protocols
- To enable staff to explore strategies/interventions that can safeguard children from preventive, protective and support perspectives

Dates		Cost per delegate
<b>Cohort 1</b>		£95.00
14 Nov 2019	09:00 – 16:00	
<b>Venue:</b>	Shine Business Centre, Harehills Road, Leeds, LS8 5HS	

# Domestic Abuse and the links to Child Protection



## Course Outline

Did you know that children live in 35% of the households where a domestic abuse incident is reported to West Yorkshire Police in Leeds? Children are victims of this serious crime too. In recent years the prevalence of domestic abuse and its impact upon children has become more recognised by agencies and researchers.

This one day course outlines the extent and forms of domestic abuse and how they impact on children of all ages. The Department for Education's (DfE's) statutory guidance for schools and colleges, 'Keeping children safe in education', 2018 stipulates that schools and colleges must ensure that their safeguarding responsibilities extend to appropriate preventive, protective and supportive responses to particular issues affecting children including domestic abuse. This course will raise awareness of key issues linked to domestic abuse and potential behaviours and vulnerabilities professionals should be aware of when working with children and young people.

## Further Details

The course is suitable for any professional who works with children, young people and their families, particularly Designated Safeguarding Leads in schools, pastoral staff and professionals working in clusters who have contact with families and children.

## Outcomes

- Describe and understand how domestic abuse impacts on children, young people and family members and the links to child protection
- Identify how to identify/respond to signs and indicators of domestic abuse
- Understand and contribute to the assessment of risk to children, young people and family members living with domestic abuse
- Develop strategies for effective working together to safeguard children and young people affected by domestic abuse (including abusive adolescent relationships)
- Demonstrate knowledge of inter-agency procedures and how to work together to safeguard children, young people (both victims and perpetrators) and family members who are victims of domestic abuse, including MARAC processes
- Signpost individuals to local and national sources of support and referral

Date	Cost per delegate
2 Dec 2019 09:00 – 16:00	£95.00
<b>Venue:</b> Shine Business Centre, Harehills Road, Leeds, LS8 5HS	

# Online Safety

## Course Outline

New technologies provide significant opportunities for children and young people to learn, socialise and communicate but we need to teach them how to use these technologies safely and securely. The Department for Education's (DfE's) statutory guidance for schools and colleges, 'Keeping children safe in education', 2018 stipulates that schools and colleges must ensure that safeguarding responsibilities extend to appropriate preventive, protective and supportive responses to particular issues affecting children including, online safety.



This full-day course aims to support professionals in ensuring they recognise and manage the risks of new technologies. It will also enable delegates to disseminate online safety materials and resources to staff, children and young people.

## Further Details

The course is suitable for any professional who works with children and young people, particularly Designated Staff, ICT Leads and PHSCE co-ordinators.

## Outcomes

- Name the main areas of risk to children and young people in their use of ICT
- Identify the main features of the legislation, guidance and procedures relevant to safeguarding children and young people within ICT
- Recognise the different technologies that young people use, how they use them and the risks posed by this use
- Identify methods of protecting young people when using these technologies
- Identify what on-line bullying is (including racism, xenophobia and homophobia) and how it can be combated
- Understand how to access online safety resources including 'Thinkuknow' and use them safely and appropriately with young people

Date		Cost per delegate
23 Jan 2020	09:00 – 16:00	£95.00
<b>Venue:</b>	Shine Business Centre, Harehills Road, Leeds, LS8 5HS	

# Established Designated Staff in Child Protection 1 day Update



## Course Outline

To give opportunities for experienced designated safeguarding leads/officers to update their skills, knowledge and understanding of Child Protection.

## Further Details

This course is for Established Designated Child Protection staff.

## Outcomes

- Enable experienced Designated Teachers to update their skills, knowledge and understanding of Child Protection
- Provide information on recent changes in national and local procedures, policy and practice
- Give opportunities to consider the impact of current legislation, guidance and research – and to share good practice
- Identify opportunities to further integrate preventative work into the school curriculum

Dates		Cost per delegate
<b>Cohort 1</b>		£95.00
24 Sep 2019	09:00 – 16:00	
<b>Cohort 2</b>		£95.00
21 Oct 2019	09:00 – 16:00	
<b>Cohort 3</b>		£95.00
19 Nov 2019	09:00 – 16:00	
<b>Cohort 4</b>		£95.00
09 Dec 2019	09:00 – 16:00	
<b>Cohort 5</b>		£95.00
14 Jan 2020	09:00 – 16:00	
<b>Cohort 6</b>		£95.00
10 Feb 2020	09:00 – 16:00	
<b>Cohort 7</b>		£95.00
19 Mar 2020	09:00 – 16:00	
<b>Cohort 8</b>		£95.00
29 Apr 2020	09:00 – 16:00	
<b>Cohort 9</b>		£95.00
19 May 2020	09:00 – 16:00	
<b>Cohort 10</b>		£95.00
15 Jun 2020	09:00 – 16:00	
<b>Cohort 11</b>		£95.00
7 Jul 2020	09:00 – 16:00	
<b>Venue:</b>	Shine Business Centre, Harehills Road, Leeds, LS8 5HS	

# Female Genital Mutilation



## Course Outline

Female Genital Mutilation (FGM) is internationally recognised as a violation of women’s human rights and is a form of child abuse. The Department for Education’s (DfE’s) statutory guidance for schools and colleges, ‘Keeping children safe in education’, 2018 stipulate that schools and colleges must ensure that safeguarding responsibilities extend to appropriate preventive, protective and supportive responses to extend to particular issues affecting children including, female genital mutilation.

In 2014 it was revealed by Equality Now, that there are over 137,000 women and girls residing in England and Wales who have undergone and are living with the consequences of FGM. This course will raise awareness of key issues linked to FGM and potential behaviours and vulnerabilities professionals should be aware of when working with children, young people and their families.

## Further Details

This course is suitable for any professional who may be working with children, young people and their families, particularly Designated Safeguarding Leads in schools, pastoral staff and professionals working in clusters who have contact with families and children.

## Outcomes

- Define FGM
- Describe the different types of FGM that are practised
- Have an understanding of a range of social and cultural reasons that are used to justify FGM
- Recognise the physical, psychological and emotional impact of FGM on girls and women
- Identify the warning signs of FGM
- Consider the current legal and policy guidelines on FGM in the UK
- Identify how to respond to signs and indicators of FGM and signpost individuals to local and national sources of support and referral

Dates		Cost per delegate
<b>Cohort 1</b>		£55.00
22 Nov 2019	09:00 – 12:30	
<b>Cohort 2</b>		£55.00
16 Jun 2020	09:00 – 12:30	
<b>Venue:</b>	Shine Business Centre, Harehills Road, Leeds, LS8 5HS	

# Safeguarding for School Governors

## Course Outline

To inform School Governors of the legal framework for child protection procedures, both at national and local level. To provide Governors with an opportunity to learn about their strategic role and responsibilities in relation to child protection, in the context of the school's general duty to safeguard and promote the welfare of children who are pupils. This training is also a suitable for head teachers, wishing to access a refresher on strategic safeguarding leadership responsibilities

## Further Details

This course is for Governors with lead responsibility for safeguarding/child protection, Head Teachers.

## Outcomes

- To consider the roles and responsibilities of governing bodies and staff, including training
- To consider strategies in approaching specific issues related to child protection

Dates		Cost per delegate
<b>Cohort 1</b> 25 Sep 2019	18:00 – 20:30	£55.00
<b>Cohort 2</b> 17 Jan 2020	09:30 – 12:00	£55.00
<b>Cohort 3</b> 11 May 2020	18:00 – 20:30	£55.00
<b>Cohort 4</b> 9 Jul 2020	09:30 – 12:00	£55.00
<b>Venue:</b>	Shine Business Centre, Harehills Road, Leeds, LS8 5HS	

# Children who display harmful sexual behaviours within educational settings



## Course Outline

In recent years more and more children and adolescents have presented with harmful sexual behaviours, many at a young age.

This course aims to offer the opportunity for participants to identify and develop skills for working with children who display sexually inappropriate or harmful behaviours.

## Further Details

The course is suitable for any professional who works with children, young people and their families, particularly Designated Safeguarding Leads in schools, pastoral staff and professionals working in clusters who have contact with families and children.

## Outcomes

- Recognising the tensions in defining and understanding appropriate sexual development
- Identifying factors leading to concerns for victims and perpetrators of harmful sexual behaviour
- Understanding the issues relating to perpetrators - who they are and how they are managed
- Identification, assessment and intervention within current guidance and policies

Dates		Cost per delegate
<b>Cohort 1</b>		£95.00
17 Oct 2019	09:00 – 16:00	
<b>Cohort 2</b>		£95.00
23 Mar 2020	09:00 – 16:00	
<b>Venue:</b>	Shine Business Centre, Harehills Road, Leeds, LS8 5HS	

# Child Protection for Head Teacher Training



## Course Outline

This one day course is aimed at school leaders to support them to undertake their strategic and operational safeguarding responsibilities towards children and young people. The course considers features of safer working environments, policies and practices which minimise opportunities for abuse or ensure its prompt reporting including responses to managing allegations against staff and volunteers.

## Further Details

This course is for Head Teachers.

## Outcomes

- To inform Head Teachers of the legal framework for child protection and “child in need” procedures, both at national and local level
- To consider the roles and responsibilities of staff, including training
- To consider strategies in approaching specific issues related to child protection
- To identify opportunities to further integrate child protection into areas of school development
- To identify good practice in creating safe school cultures encompassing the procedures for managing allegations against staff and volunteers as described in the updated national guidance ‘Keeping Children Safe in Education’ (DfE 2018)

Dates		Cost per delegate
<b>Cohort 1</b>		£95.00
1 Oct 2019	09:00 – 16:00	
<b>Cohort 2</b>		£95.00
29 Jan 2020	09:00 – 16:00	
<b>Cohort 3</b>		£95.00
29 Apr 2020	09:00 – 16:00	
<b>Cohort 4</b>		£95.00
24 June 2020	09:00 – 16:00	
<b>Venue:</b>	Shine Business Centre, Harehills Road, Leeds, LS8 5HS	



# Safer Recruitment Training in Education Settings



## Course Outline

This course was commissioned by the DfES and developed by NCSL in response to recommendation 16 of the Bichard Inquiry report (published June 2004), which relates to training for Head Teachers and School Governors to ensure that interviews to appoint staff reflect the importance of safeguarding children. The guidance applies to independent and maintained schools.

From January 2010 every Head Teacher/Principal and a Governor must have completed the training and every interview panel must now include at least one person who has passed the Safer Recruitment assessment.

## Further Details

We recognise that it is not always viable for Head Teachers/Principals and Chair of Governing Bodies to be present at all interview panels.

The Education & Early Years Safeguarding Team offer the accredited course for other members of staff involved in recruitment, for example School Bursar, Deputy Head Teachers, Head of Department etc. The one day course will include the Safer Recruitment Consortium Assessment; therefore participants must complete the full assessment to successfully pass the course.

## Outcomes

- Identify key features of staff recruitment that help deter or prevent the appointment of unsuitable people
- Consider policies and practice which minimise opportunities for abuse and/or ensure its prompt reporting
- Begin to review your own organisation's policies and practice with a view to making them safe

Dates		Cost per delegate
<b>Cohort 1</b>		£95.00
17 Sep 2019	08:30 – 16:30	
<b>Cohort 2</b>		£95.00
12 Nov 2019	08:30 – 16:30	
<b>Cohort 3</b>		£95.00
26 Feb 2020	08:30 – 16:30	
<b>Cohort 4</b>		£95.00
5 May 2020	08:30 – 16:30	
<b>Cohort 5</b>		£95.00
9 Jun 2020	08:30 – 16:30	
<b>Venue:</b>	Shine Business Centre, Harehills Road, Leeds, LS8 5HS	

# Child Protection - Supervision skills



## Course Outline

Lessons learnt from serious case reviews have proven that decision making under pressure can have disastrous results. A poor decision about academic or management matters may have serious consequences but it is unlikely to lead to a child being harmed or killed. A poor decision about child protection just might. This course aims to equip senior managers with responsibility for child protection within schools and clusters with the skills, knowledge, understanding to effectively supervise safeguarding practice within their settings and to have management oversight of individual child protection cases.

## Further Details

The course is suitable for designated child protection senior leads/managers in education settings who are responsible for management oversight of professional who may be working with vulnerable children, young people and their families.

## Outcomes

- Identify the purpose of supervision, with particular reference to safeguarding work
- Explain the different models of supervision and their relationship to practice and safeguarding outcomes
- Apply principles of adult learning to your own supervision practice
- Practice supervisory skills and evaluate your own performance in order to apply your learning to real life situations
- Recognise some of the unhealthy processes in supervision which may result in dangerous practice

Dates		Cost per delegate
<b>Cohort 1</b>		£95.00
26 Sep 2019	09:00 – 16:00	
<b>Cohort 2</b>		£95.00
6 Feb 2020	09:00 – 16:00	
<b>Cohort 3</b>		£95.00
1 Jun 2020	09:00 – 16:00	
<b>Venue:</b>	Shine Business Centre, Harehills Road, Leeds, LS8 5HS	

# Safer Recruitment & Single Central Register Administration

## Course Outline

Safeguarding children is an essential duty of all schools and it is imperative that schools have robust processes established to ensure the suitability of staff. Ofsted will closely scrutinise your Single Central Register during an inspection for accuracy and completeness. Staff responsible for setting up and / or maintaining the Single Central Register (SCR) should attend this invaluable course.

## Further Details

This course is for school administrators and senior leaders who are responsible for maintaining the Single Central Record.

## Outcomes

- To understand the regulatory framework and best practice underpinning the format and content of the SCR
- To consider the categories of staff which should be recorded on the SCR
- To explore options around the format and content of the SCR
- To equip participants with a practical understanding of all pre-employment checks for school based staff, volunteers, contractors and agency workers
- To help participants review their own school SCR and the related pre-employment checking processes
- To help participants maintain staff personnel files in line with safer recruitment guidance

Dates		Cost per delegate
<b>Cohort 1</b>		£45.00
14 Nov 2019	13:15 – 15:30	
<b>Cohort 2</b>		£45.00
22 Jan 2020	09:15 – 11:30	
<b>Cohort 3</b>		£45.00
14 May 2020	09:15 – 11:30	
<b>Venue:</b>	Shine Business Centre, Harehills Road, Leeds, LS8 5HS	

# Early Help Training for staff working in Educational Settings



## Course Outline

The Department for Education's (DfE's) statutory guidance for schools and colleges, 'Keeping children safe in education 2018' stipulates that "All staff should be aware of the early help process, and understand their role in it. This includes identifying emerging problems, liaising with the designated safeguarding lead, sharing information with other professionals to support early identification and assessment and, in some cases, acting as the lead professional in undertaking an Early Help assessment". This half day course seeks to provide participants with general awareness of the Leeds Early Help agenda and how this fits into the wider safeguarding responsibilities of professionals working within educational settings.

## Further Details

The course is suitable for any professional who may be working with children, young people and their families, particularly Designated Safeguarding Leads in schools, pastoral staff and professionals working in clusters that have contact with families and children. This is relevant for all schools, academies and independent schools.

## Outcomes

Following training delegates should be able to:

- Understand how to use the Early Help Assessment effectively to support improved outcomes
- Understand the importance of documenting, recording and sharing information and know who to contact
- Become familiar with the Early Help documentation
- Understand the thresholds for intervention into the lives of children and families 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 key agencies
- Understand the Lead Professional role
- Know where to go for on-going advice and support

Dates	Cost per delegate
<b>Cohort 1</b> 8 Oct 2019                      09:00 – 15:00	£95.00
<b>Cohort 2</b> 2 Mar 2020                      09:00 – 15:00	£95.00
<b>Cohort 3</b> 20 May 2020                      09:00 – 15:00	£95.00
<b>Venue:</b> Shine Business Centre, Harehills Road, Leeds, LS8 5HS	

# Neglect Training for Education Staff



## Course Outline

Neglect is the most common type of abuse experienced by children and young people in England. Nationally in 2014, figures showed that 48,300 children were subject to a Child Protection Plan and 43% had the category of neglect.

Nearly 5,000 referrals were recorded as having a primary factor of 'neglect', representing about 13% of the total referrals. 1 in 6 social care assessments were due to neglect, reflecting the national picture. Of those children subject to a Child Protection Plan, 29% had an identified primary need of neglect. This is lower than the national figure (46%) (the national Child in Need (CIN) Census 2015/16). Nearly 4% of children that were assessed subsequently became looked after. Cases of neglect were the single largest group entering care.

Supporting the Neglect strategy for the city, practitioners will consider the four strategic objectives underpinning the strategy to recognise, respond, qualify and evaluate.

## Further Details

The course is suitable for any professional who may be working with children, young people and their families, particularly Designated Safeguarding Leads in schools, pastoral staff and professionals working in clusters who have contact with families and children.

## Outcomes

- Define neglect
- Describe the different types of neglect
- Have an awareness of the effects neglect can have on children and young people
- Consider some of the contributing factors to neglect
- Consider the schools role in recognising, challenging and responding to neglect at the earliest opportunity through the Early Help process

Dates		Cost per delegate
<b>Cohort 1</b>		£55.00
20 Nov 2019	09:00 – 12:00	
<b>Cohort 2</b>		£55.00
16 Jun 2020	13:00 – 16:00	
<b>Venue:</b>	Shine Business Centre, Harehills Road, Leeds, LS8 5HS	