



Inter-agency Training Programme

2019 - 2020

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Updated 28th November 2019

Please always use the most recent version of the programme which can be downloaded from <https://bristolsafeguarding.org/>

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About the KBSP Training Programme

What you can expect from us:

- The KBSP Training Programme aims to increase participants' knowledge and skills in the field of Child Protection and safeguarding in order to provide high quality services and improve outcomes for children, young people and their families and carers.
- KBSP courses complement single agency and professional training by focusing on effectively working together to meet the needs of children and families.
- This training programme is for all agencies.
- It is our objective to deliver quality training in a safe and reflective environment.
- We review the training programme annually and revise it according to the feedback received from our partner agencies, course participants, identified learning from Serious Case Reviews and examples of best practice, and in line with changes to legislation and statutory guidance.

What we expect from you:

- Use the Training Pathway and Frequently Asked Questions to select a course with learning outcomes that are appropriate to your child protection and safeguarding responsibilities.
- Ensure that you complete relevant specialist and single agency Child Protection and safeguarding training in addition to our courses.
- Take the training out of the classroom and apply it to your daily practice.
- That whenever possible, you attend the course you are booked on. Please note that we cannot accept anyone arriving later than 15 minutes after the course start time due to the impact this has on the learning of everyone concerned. You must stay for the whole course to receive your certificate of attendance.

For enquiries about KBSP Training please contact:

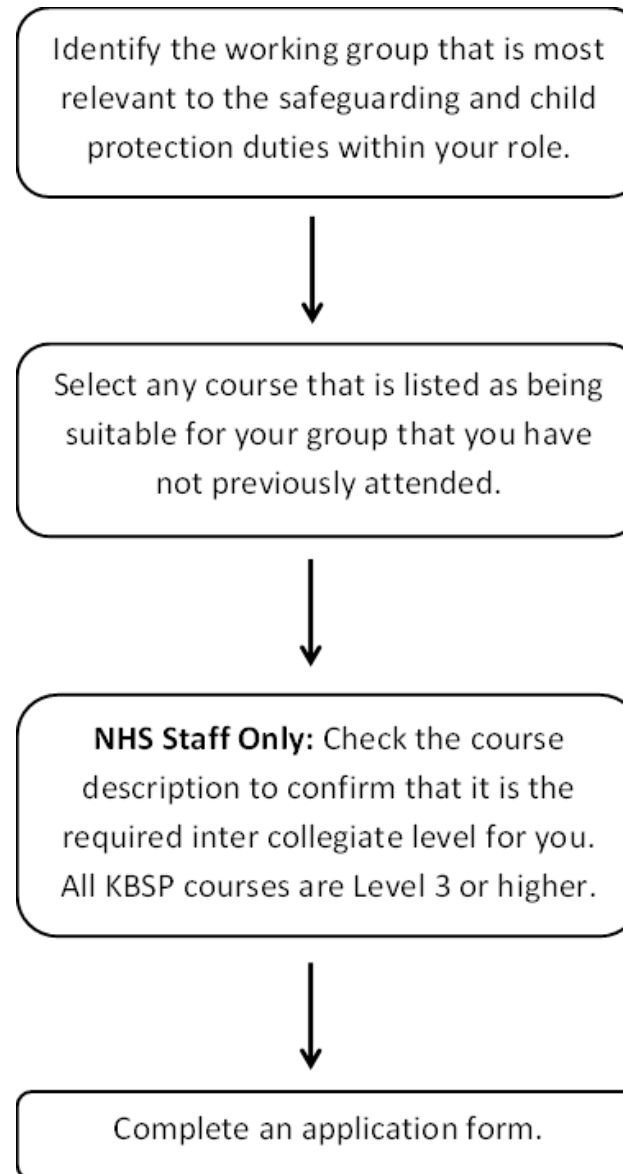
KBSP Training Admin, Tel. 0117 92 24626

email: KBSP.training@bristol.gov.uk

Applying for a place on a course

- Use the working groups, course content information and FAQ's to select a course that is suitable for you.
- Complete an application form **in full**. You can find it here:
www.bristolsafeguarding.org/children-home/training/inter-agency-training/
- Email the form directly to us at: KBSP.training@bristol.gov.uk . **Copy in your line manager.**
- **Staff of AWP: All applications must be sent to lbutters2@nhs.net for approval. Once approved KBSP will email you a confirmation.**
- **Staff of BCH: All applications must be sent to briscohealth.learninganddevelopment@nhs.net for approval. Once approved KBSP will email you a confirmation.**
- **Staff of UHB: All applications must be sent to: childprotectionteam@uhbristol.nhs.uk for approval. Once approved KBSP will email you a confirmation.**
- **Any applications coming directly to this account without AWP/BCH/UHB approval will be deleted.**
- **Your place on the course is not guaranteed until you receive the confirmation email sent directly by us to the email address supplied on your application form.** This is because we allocate places on courses based to ensure it is truly inter-agency. Many of our courses are in high demand and more dates will be added to the programme as necessary.
- We will send full joining instructions to all course participants (to the email address that you provided on the application) approximately 2 weeks prior to the training date. If you have received a course confirmation but no joining details one week before the course date then please contact us.
- We will also contact all participants in the event of any change to course date, times or locations after a place has been confirmed.

Training Pathways



Working Groups

Group A

- You have some, infrequent contact with children and/or families but do not work directly with children as part of your job, however you do have a responsibility to contribute to the safeguarding of children.
- Examples of Group A jobs include drivers, caretakers, HR staff, trustees, domestic staff, security staff.
- Group A training is not inter agency, it should be provided by your own agency and will be referred to as Induction/Foundation/Awareness/In-house training.
- Group A staff do not need to complete any inter agency Child Protection training.
- **All** staff should receive Group A training from their employer.

Group B

- You have contact with children and/or families on a regular basis, the majority of them do not have social care involvement.
- You need to recognise safeguarding and Child Protection concerns and act on them appropriately. You might attend family meetings in relation to concerns, contribute to assessments and plans and work with other agencies and organisations to help keep children safe. You will do this with the support of your lead safeguarding professional.
- Group B staff should complete inter agency training.
- Examples of Group B jobs include, teaching and pastoral support staff in schools, early years practitioners, Police, Probation practitioners, healthcare practitioners working with children or families, practitioners in VCSE organisations, youth workers.

Group C

- You have contact with children and/or families on a regular basis. You work intensively with children/families where there are safeguarding concerns and/or you have specific responsibility in relation to safeguarding within your setting.
- Your job might include completing work with children/families directly related to reducing the risk of harm to the children, making decisions about when to request a service from children and families services, completing referrals for specialist services, completing assessments and reports for Child Protection conferences and Child in Need meetings and ensuring that actions allocated to your organisation are completed.
- You might be responsible for offering advice and support to other staff in your organisation, delivering foundation level/induction child protection training for staff and ensuring that policies and practice within your setting is in line with current legislation and statutory guidance.
- Examples of Group C jobs include: social care practitioners, Designated Safeguarding Leads, Named Safeguarding GP's, specialist Health Visitors, School Nurses, Safeguarding champions, Investigation officers, Safeguarding Coordination Unit staff

Group D

- You are an operational or strategic manager in an organisation that employs staff to work with children and families (or you have responsibility for commissioning services for children and families).
- You are responsible for ensuring that the safeguarding work undertaken within your setting is effective and efficient.
- You have oversight for the development of systems, policies and practices within your organisation to keep children safe and work effectively in partnership with others.

Name of Course	Group	Dates	Venue	Course Description
<p>Working Together: Our Shared Responsibility (previously Initial/Introductory)</p> <p>Trainer: KBSP</p> <p>Times: 09:30 – 16:30</p>	<p>B, C</p> <p>NHS: level 3</p>	<p>2019:</p> <p>24th April</p> <p>9th May</p> <p>24th May</p> <p>10th June</p> <p>24th June</p> <p>12th July</p> <p>24th July</p> <p>5th September</p> <p>17th September</p> <p>10th October</p> <p>8th November</p> <p>25th November</p> <p>10th December</p>	<p>Bridge PDC</p> <p>Bridge PDC</p> <p>Future Inns</p> <p>Bridge PDC</p> <p>The Vassall Centre</p> <p>Future Inns</p> <p>Future Inns</p> <p>The Vassall Centre</p> <p>Future Inns</p> <p>Bridge PDC</p> <p>Future Inns</p> <p>The Vassall Centre</p> <p>Bridge PDC</p>	<p>Aims:</p> <p>To develop knowledge and skills gained from Group A single agency training and increase understanding of the roles of other agencies in child protection, and the importance of working together to keep children safe.</p> <p>Objectives. After completing this course participants will be able to:</p> <ul style="list-style-type: none"> ○ Demonstrate knowledge of the signs and symptoms of child abuse ○ Describe the impact that individual values and experiences can have on how we view the thresholds for intervention with family life ○ Identify the current processes used for safeguarding and child protection concerns in Bristol ○ Demonstrate an increased understanding of other agencies roles in child protection, and the need to work together to keep children safe ○ Demonstrate an understanding of individual responsibility when we have concerns about a child, a colleague, or practices within an organisation ○ Explain how to make sure that children are listened to and heard in child protection practice. <p>NOTE FOR NHS STAFF: This is a level 3 course suitable for those without specific safeguarding responsibility, or those who are new to their safeguarding role who will go on to complete additional safeguarding training.</p>

<p>*Continued from previous page</p> <p>Working Together: Our Shared Responsibility (previously Initial/Introductory)</p>		<p>2020:</p> <p>15th January</p> <p>13th February</p> <p>3rd March</p> <p>23rd March</p>	<p>The Vassall Centre</p> <p>Future Inns</p> <p>Bridge PDC</p> <p>The Vassall Centre</p>	
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Name of Course	Group	Dates	Venue	Course Description
<p>Advanced Child Protection Training for Safeguarding Leads & Specialist Practitioners</p> <p>Trainer: KBSP</p> <p>Times: 09:30 – 16:30</p>	<p>C, D</p> <p>NHS: Level 3 specialist practitioner</p>	<p>2019:</p> <p>1st April</p> <p>29th April</p> <p>22nd May</p> <p>11th June</p> <p>5th July</p> <p>18th July</p> <p>4th September</p> <p>24th September</p> <p>14th October</p> <p>6th November</p> <p>28th November</p> <p>13th December</p>	<p>Bridge-PDC</p> <p>The Vassall Centre</p> <p>Future Inns</p> <p>Bridge-PDC</p> <p>The Vassall Centre</p> <p>Future Inns</p> <p>Bridge-PDC</p> <p>The Vassall Centre</p> <p>Future Inns</p> <p>Bridge-PDC</p> <p>The Vassall Centre</p> <p>Future Inns</p>	<p>Aims:</p> <p>Develop understanding of the advanced practitioners roles and responsibilities in relation to child protection and improve confidence in safeguarding and child protection practice, including the use of challenge and escalation appropriately.</p> <p>Objectives. After completing this course participants will be able to:</p> <ul style="list-style-type: none"> ○ Demonstrate an advanced knowledge of the signs and symptoms of child abuse, including the different ways that children disclose ○ Explain the difference between safeguarding and child protection ○ Provide specific examples of how to overcome barriers to effective inter agency working in partnership ○ Describe the elements required for making a quality assessment of children’s needs and requesting a service from children & family services (making a good referral) ○ Explain the basic technique used to speak with children about abuse, and gain practical experience of use of the technique ○ Identify the role of the police in child abuse investigations ○ Demonstrate an understanding of what to consider when assessing whether a child is in need or in need of protection (CIN or CP) and the relevant actions to take ○ Take part in assessments using the signs of safety approach

*Continued from previous page Advanced Child Protection Training for Safeguarding Leads & Specialist Practitioners		2020:		
		7th January	Bridge PDC	
		6th February	The Vassall Centre	
		24th February	Future Inns	
		18th March	Bridge PDC	

Name of Course	Group	Dates	Venue	Course Description
<p>Child Protection for Managers</p> <p>This course assumes that all participants have an advanced level of knowledge regarding safeguarding and child protection practice prior to attending.</p> <p>Trainer: KBSP</p> <p>Times: 09:30 – 16:30</p>	<p>D</p> <p>NHS: Level 4</p>	<p>2019:</p> <p>2nd April</p> <p>19th June</p> <p>12th September</p> <p>6th December</p> <p>2020:</p> <p>4th March</p>	<p>The Vassall Centre</p> <p>Future Inns</p> <p>Bridge PDC</p> <p>The Vassall Centre</p> <p>Bridge PDC</p>	<p>Aim:</p> <p>To enhance good practice in leadership through inter-agency discussion and reflection on the expectations placed on all agencies around the protection of children from harm.</p> <p>Objectives:</p> <ul style="list-style-type: none"> ○ Reflect on learning from Serious Case Reviews in relation to the role managers play in the findings. ○ Reflect on the impact different leadership styles have on keeping children safe. ○ Identify the role of the LADO and actions that managers must take when there are concerns raised about a member of staff ○ Demonstrate an understanding of how to ensure that children are kept safe during organisational change ○ Provide specific examples of how to overcome barriers to working in partnership ○ Explore the importance of supervision in keeping children safe

Name of Course	Group	Dates	Venue	Course Description
<p>Safeguarding Adolescents</p> <p>This course focuses on mid – late adolescence and is suitable for those working with young people 14+</p> <p>Trainer: KBSP</p> <p>Times: 09:30 – 16:30</p>	<p>C</p> <p>NHS Level 3</p>	<p>2019:</p> <p>27th June</p> <p>23rd October</p> <p>2020:</p> <p>25th February</p>	<p>The Vassall Centre</p> <p>Future Inns</p> <p>The Vassall Centre</p>	<p>Aim: To gain awareness and knowledge regarding the specific issues involved when working to safeguard adolescents</p> <p>Objectives. After completing the course participants will be able to:</p> <ul style="list-style-type: none"> ○ Identify the different definitions of adolescence ○ Explain at least 3 ways that keeping adolescents safe from harm is different to that of children ○ Describe at least 3 risks that are specific to older adolescents ○ Demonstrate a basic understanding of the impact that recent changes in knowledge about brain development has had on working with adolescents ○ Identify at least 3 characteristics of working effectively with adolescents ○ Identify the specific barriers to working in partnership that can exist when working with older adolescents ○ Demonstrate an understanding of working together effectively to keep adolescents safe from harm ○ Explain how to ensure that the voice of the young person is heard and encouraged throughout safeguarding processes.

Name of Course	Group	Dates	Venue	Course Description
<p>Courageous Conversations speaking with children, families, colleagues and other professionals about sensitive subjects.</p> <p>Trainer: KBSP</p> <p>Times: 09:30 – 16:30</p>	<p>B , C</p> <p>NHS: Level 3</p>	<p>2019:</p> <p>2nd July</p> <p>4th October</p> <p>2020:</p> <p>22nd January</p>	<p>The Vassall Centre</p> <p>Bridge PDC</p> <p>The Vassall Centre</p>	<p>Aim: Develop knowledge and skills required to manage conversations about sensitive subjects confidently and effectively.</p> <p>Objectives. After completing this course participants will be able to:</p> <ul style="list-style-type: none"> ○ Describe the basic principles of effective communication ○ Identify barriers to effective communication ○ Explain methods used to overcome communication barriers and positive communication techniques ○ Demonstrate the impact that different communication methods can have on the direction and outcome of conversations <p>NOTE: This course is focused on developing specific skills to employ in a safeguarding role – staff need sound safeguarding knowledge to take part effectively.</p>

Name of Course	Group	Dates	Venue	Course Description
<p>Disabled Children and Child Protection</p> <p>Trainer: KBSP</p> <p>Times: 09:30 – 16:30</p>	<p>C</p> <p>NHS: Level 3</p>	<p>2019:</p> <p>5th June</p> <p>20th September</p> <p>2020:</p> <p>11th February</p>	<p>Future Inns</p> <p>The Vassall Centre</p> <p>The Vassall Centre</p>	<p>Aims:</p> <p>To develop an awareness of issues that are specific to child protection when children with disabilities are involved. To develop confidence in working together and overcoming barriers do disclosures from disabled children. To reflect on own practice in relation to empowering children with disabilities to be heard.</p> <p>Objectives. After completing this course participants will be able to:</p> <ul style="list-style-type: none"> ○ Explain the different models of disability and the basic underpinning legislation governing disabled person’s rights in England ○ Identify the difference between equality and equity, and the most suitable approach to working with children with disabilities ○ Give specific examples of why abuse of children with disabilities is under reported ○ Identify specific forms of abuse that happen to children with disabilities ○ Develop an understanding of how to improve professional practice when working with children with disabilities ○ Explain what children have to say about what they need ○ Describe actions practitioners can take to ensure that disabled children are heard

Name of Course	Group	Dates	Venue	Course Description
<p>Working with Disguised and Non Compliance</p> <p>This course assumes that all participants have an advanced level of knowledge regarding safeguarding and child protection practice prior to attending.</p> <p>Trainer: Joanna Nicolas, Independent Child Protection Consultant</p> <p>Times: 09:30 – 16:30</p>	<p>C</p> <p>NHS: Level 3</p>	<p>2019:</p> <p>17th July</p> <p>25th September</p> <p>12th November</p> <p>27th February</p>	<p>The Vassall Centre</p> <p>St Michael's Centre</p> <p>The Vassall Centre</p> <p>The Vassall Centre</p>	<p>Aims:</p> <p>To increase understanding of the term “disguised compliance” and how to work more effectively with hard to engage families</p> <p>Objectives:</p> <ul style="list-style-type: none"> ○ To gain knowledge around the term “disguised compliance” ○ To gain an understanding of why families might employ this tactic ○ To understand how effective a ploy it can be, through looking at specific cases ○ To gain a greater understanding of how professionals can work more effectively when working with a family that is hard to engage ○ To explore the impact on professionals ○ To explore what good working together looks like ○ To gain a greater understanding of what “capacity to change” means ○ To explore the effectiveness, or otherwise, of written agreements ○ To gain a greater understanding of the importance of supervision in these cases

Name of Course	Group	Dates	Venue	Course Description
<p>Domestic Abuse and Child Protection</p> <p>Trainer: KBSP</p> <p>Times: 09:30 – 16:30</p>	<p>C</p> <p>NHS: Level 3</p>	<p>2019:</p> <p>17th June</p> <p>8th October</p> <p>2020:</p> <p>30th January</p>	<p>Bridge PDC</p> <p>The Vassall Centre</p> <p>The Withywood Centre</p>	<p>Aims:</p> <p>To develop an understanding of the complex nature of domestic abuse and the impact living with it can have on children. To develop knowledge regarding how to work with families experiencing domestic abuse.</p> <p>Objectives. After completing the course participants will be able to:</p> <ul style="list-style-type: none"> ○ Describe the current Home Office definitions for Domestic Abuse and Coercive and Controlling behaviour ○ Identify specific signs and symptoms that a family could be experiencing domestic abuse ○ Explain the complex nature of domestic abuse and the challenges in identifying it and working with the families involved ○ Identify sources of support and guidance for professionals and individuals ○ Recognise the importance of supporting staff working with survivors/perpetrators of domestic abuse ○ Explain why working with other agencies is important to keep children safe when working with domestic abuse ○ Identify approaches that can be used to engage perpetrators in programmes to address their behaviour

Name of Course	Group	Dates	Venue	Course Description
<p>Child Protection in reference to Faith and Culture</p> <p>Trainer: KBSP</p> <p>Times: 09:30 – 16:30</p>	<p>B, C, D</p> <p>NHS: Level 3</p>	<p>2019:</p> <p>10th May</p> <p>19th November</p>	<p>The Vassall Centre</p> <p>Bridge PDC</p>	<p>Aims: To reflect on the impact that faith and culture can have in relation to child protection, including our own values and cultures. Improve awareness of strengths in protection children, and risks to children that may be related to faith and cultures.</p> <p>Objectives. After completing this course participants will be able to:</p> <ul style="list-style-type: none"> ○ Reflect on own values and cultures and the impact that this can have on individual practice ○ Identify your current location on the cultural competence continuum and actions that you can take to progress ○ Explain the concept of unconscious bias and provide specific examples of the impact it can have on our assessments of child protection concerns ○ Describe methods that encourage practitioners to include the impact of faith and culture on a child’s development ○ Demonstrate an understanding of the learning from Serious Case Reviews in relation to faith and culture and give examples of how this can be applied in practice

Name of Course	Group	Dates	Venue	Course Description
<p>Female Genital Mutilation Awareness</p> <p>This is a half day course is suitable for any staff working in FGM practicing communities or with an interest in this area.</p> <p>It is recommended that at least 2 staff in each setting/team attend this training as mobility of practitioners and families means that all may encounter this at some stage.</p> <p>Trainer: Henry Chan, BCC SET</p> <p>Times: Half day 09:30 – 13:00</p>	<p>B, C, D</p> <p>NHS: Level 3</p>	<p>2019:</p> <p>16th October (half day)</p>	<p>The Withywood Centre</p>	<p>Aim:</p> <p>To equip practitioners with an understanding of their roles and responsibilities regarding issues relating to FGM and safeguarding.</p> <p>Objectives:</p> <ul style="list-style-type: none"> ○ To gain awareness of FGM guidelines and how to access them. ○ To consider how FGM relates to the safeguarding agenda. ○ To understand the background, signs, symptoms and health implications of FGM. ○ To know how to make a referral when FGM is identified as a possible or definite concern

Name of Course	Group	Dates	Venue	Course Description
<p>Female Genital Mutilation – Developing Knowledge</p> <p>Participants must have previously attended the FGM Awareness raising training or similar basic training or be certain they have a basic awareness of the issues related to FGM.</p> <p>It is recommended that one person in a setting /team/locality with frontline safeguarding responsibilities attends this training esp. teachers, police, social workers, health and voluntary groups</p> <p>Trainer: Henry Chan, BCC SET</p> <p>Times: 09:30 – 16:30</p>	<p>C</p> <p>NHS: Level 3</p>	<p>2020:</p> <p>15th January</p>	<p>Future Inns</p>	<p>Aims:</p> <p>To explore in detail a range of issues around support for victims, referral procedures, long term effect on children and legal and ethical issues related to Female Genital Mutilation (FGM)</p> <p>Objectives:</p> <ul style="list-style-type: none"> ○ To explore the legal and ethical dilemmas faced by staff working with communities that practice FGM and how this impacts on the safeguarding agenda ○ To understand your duties in relation to FGM Mandatory Reporting ○ To gain confidence and develop skills in engaging, communicating and challenging communities that practice FGM ○ To learn the appropriate language to use with children, parents, communities and professionals when dealing with FGM ○ To understand and contribute to the developing strategies for FGM and safeguarding. ○ To review the research and evidence relating to FGM including its impact on aspects of a child’s physical, emotional and social needs. ○ To acknowledge the need to engage both men and women when addressing FGM in the community.

Name of Course	Group	Dates	Venue	Course Description
<p>Forced Marriage and Honour Based Violence – Awareness raising and Safeguarding</p> <p>Initial Inter-agency training must have been completed before doing this course.</p> <p>Suitable for any staff working with young people at risk of Forced Marriage or who have experience of Forced Marriage or Honour Based Violence.</p> <p>Trainer: Iona Philips (Lyons Davidson Solicitors) Sajida Iqbal-Darr (Next Link) Hetal Mistry (Next Link)</p> <p>Times: 13:30 – 16:30</p>	B, C, D	2019: 16 th October (half day)	The Withywood Centre	<p>Aims: To equip practitioners with an awareness of Forced Marriage and Honour Based Violence and an understanding of their roles and responsibilities regarding issues relating to Forced Marriage and safeguarding.</p> <p>Objectives:</p> <ul style="list-style-type: none"> ○ To enable participants to understand the nature, prevalence and wide ranging implications of Forced Marriage and Honour Based Violence. ○ To learn how to spot the signs and symptoms. ○ To gain awareness of the Forced Marriage Safeguarding procedures and how to access them. ○ To know how to make a referral when Forced Marriage is identified as a possible or definite concern while maintaining the safety of the victim.

Name of Course	Group	Dates	Venue	Course Description
<p>Child Protection and Neglect</p> <p>Trainer: KBSP</p> <p>Times: 09:30 – 16:30</p>	<p>B, C</p> <p>NHS: Level 3</p>	<p>2019:</p> <p>11th September</p> <p>2020:</p> <p>11th March</p>	<p>Bridge PDC</p> <p>The Vassall Centre</p>	<p>Aim: To improve understanding of neglect, how to assess it accurately, and the impact of cumulative harm.</p> <p>Objectives. After completing this course participants will be able to:</p> <ul style="list-style-type: none"> ○ Recognise the signs and symptoms of children and young people who are, or may be, neglected ○ Assess the nature and extent of a child’s developmental needs ○ Understand the importance of cumulative harm ○ Identify concerns about parenting capacity that may contribute to neglect ○ Identify family and environmental factors that may contribute to neglect ○ Describe assessment methods used regarding neglect, and the importance of multi-disciplinary assessments

Name of Course	Group	Dates	Venue	Course Description
<p>Parental Mental Health and Child Protection</p> <p>Trainer: KBSP</p> <p>Times: Full day course 09:30 – 16:30</p>	<p>C</p> <p>NHS: Level 3</p>	<p>2019:</p> <p>11th July</p> <p>2020:</p> <p>28th January</p>	<p>Future Inns</p> <p>The Vassall Centre</p>	<p>Aims:</p> <p>Develop an awareness of the impact that parental mental illness can have on families, and how to work with families where parents have poor mental health.</p> <p>Objectives. After completing the course participants will be able to:</p> <ul style="list-style-type: none"> ○ Identify the relevant legislation for England regarding mental health and capacity ○ Discuss the impact that stigma and discrimination can have on families dealing with mental illness ○ Explain the findings from Serious Case Reviews in relation to parental mental health and risk of harm to children ○ Give specific examples of the impact mental health can have on parenting capacity ○ Demonstrate knowledge of effective support for families and young people living with mental illness ○ Identify the relevant organisations to work in partnership when mental illness may pose a risk to children in a family, both adult and children services ○ Demonstrate an understanding of some of the specialist approaches that might be used to work with adults with mental illness that is affecting their parenting capacity.

Name of Course	Group	Dates	Venue	Course Description
<p>Safer Recruitment</p> <p>This course is aimed at staff involved in recruiting people to work or volunteer with children and young people, and senior staff who lead the culture of their organisations</p> <p>Esther is an accredited trainer through the Lucy Faithfull Foundation and you will receive a nationally recognised certificate for this course.</p> <p>Trainer: Esther Lambert, KBSP</p> <p>Times: 09:30 – 16:30</p>	<p>D</p> <p>NHS: Level 4</p>	<p>2019:</p> <p>15th May</p> <p>25th September</p> <p>2020:</p> <p>5th February</p>	<p>Future Inns</p> <p>Bridge PDC</p> <p>Bridge PDC</p>	<p>Aim: To equip relevant staff in agencies to consider and include safeguarding in their approach to selection and appointment of paid and voluntary staff.</p> <p>Objectives. After completing the course participants will be able to:</p> <ul style="list-style-type: none"> ○ Demonstrate a basic understanding of offender behaviour in order to improve the safeguarding culture within participants settings ○ Identify the key features of staff recruitment that help deter or prevent the appointment of unsuitable people ○ Consider policies and practices that minimise opportunities for abuse or ensure its prompt reporting ○ Develop a plan to review and update existing policies and practice to improve safeguarding in recruitment in participants own settings and organisations. <p>This course is NOT a standard HR course for all aspects of recruitment and selection.</p> <p>Be aware that this course includes audio recordings of Perpetrators in Positions of Trust discussing their abuse of children.</p>

Name of Course	Group	Dates	Venue	Course Description
<p>Sexual Abuse and Child Protection</p> <p>Be aware that the course will contain explicit sexual references relevant to the subject.</p> <p>Trainer: KBSP</p> <p>Times: 09:30 – 16:30</p>	<p>C</p> <p>NHS: Level 3</p>	<p>2019:</p> <p>3rd July</p> <p>2020:</p> <p>24th January</p>	<p>The Vassall Centre</p> <p>Bridge PDC</p>	<p>Aims:</p> <p>To equip professionals with a basic understanding of the impact of this type of abuse on an individual and the whole family.</p> <p>Objectives:</p> <ul style="list-style-type: none"> ○ To recognise our own value system that affects our attitude to the subject. ○ To understand the range & prevalence of offending that occurs. ○ To consider the theories from research that indicate why and how offenders behave as they do. ○ To recognise possible signs & symptoms. ○ To explore the complexity of the impact of such abuse. ○ To learn about some of the resulting coping strategies. ○ To begin to gain confidence in discussing the impact with family members and in exploring with them the way forward towards support, counselling, therapy etc.

Name of Course	Group	Dates	Venue	Course Description
<p>Child Sexual Exploitation Awareness Training</p> <p>Participants must have a sound knowledge of safeguarding and child protection practice prior to attending.</p> <p>Trainers: Barnardos BASE project</p> <p>Times: 09:30 – 16:30</p>	<p>B, C</p> <p>NHS: Level 3</p>	<p>2019:</p> <p>19th September</p>	<p>Bridge PDC</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ○ To be able to define and understand CSE. ○ To be able to effectively identify risk indicators of children who are being sexually exploited or are at risk of sexual exploitation. ○ To consider which vulnerabilities contribute towards children being at risk of sexual exploitation and what steps you can take as a professional to counteract, manage and respond appropriately to this. ○ To understand the “problematic” behaviours in relation to abuse and trauma. ○ To understand some of the ways in which trauma impacts the brain.

Name of Course	Group	Dates	Venue	Course Description
<p>Child Sexual Exploitation Skills and Practice</p> <p>This course assumes that all participants have an advanced level of knowledge regarding safeguarding and child protection practice prior to attending.</p> <p>Trainers:</p> <p>Barnardos BASE project</p> <p>Times: 09:30 – 16:30</p>	<p>C</p> <p>NHS: Level 3</p>	<p>TBC</p>	<p>TBC</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ○ To have a greater understanding of Child Sexual Exploitation ○ To have increased knowledge and skills when working directly with children and young people at risk of sexual exploitation ○ To have considered barriers to effective practice ○ To have knowledge of a wider range of tools and resources available for use in direct work ○ To have an understanding of the impact on practitioners of undertaking direct work with children and young people at risk of sexual exploitation

Name of Course	Dates	Venue	Course Description
<p>An Introduction to Understanding Children/ Young People who have Engaged in Sexually Problematic/ Harmful Behaviour</p> <p>Please note this course is not suitable for Early Years</p> <p>Trainer: Stephen Barry, Principal Highly Specialist Clinician, Be Safe</p> <p>09:30 - 16:30</p>	TBC	TBC	<p>Objectives:</p> <ul style="list-style-type: none"> ○ To develop an understanding of the impact of this work on professionals ○ Understanding the nature of sexually problematic/harmful behaviour by children and young people ○ Understanding the common factors and characteristics in children and young people who engage in sexually problematic/harmful behaviour ○ Provide an overview of recognised assessment protocols ○ Sound risk management in collaboration with young people, their families, and relevant/professionals/carers ○ Provide an overview of individual, group and family intervention

Name of Course	Group	Dates	Venue	Course Description
<p>Violence within Families</p> <p>Trainer:</p> <p>Times: Full day course 09:30 – 16:30</p>	<p>C</p> <p>NHS: Level 3</p>	<p>TBC</p>	<p>TBC</p>	<p>Aims:</p> <p>To develop a whole family response to DVA that looks beyond intimate partner and physical abuse</p> <p>This course is being offered to enable practitioners to expand knowledge, understanding and skills related to violence and abuse that takes place between family members who are not intimate partners, for example child to parent abuse and sibling abuse.</p> <p>Objectives:</p> <ul style="list-style-type: none"> ○ Have increased understanding of, and responses to, potential indicators of DVA ○ Have increased understanding of non-intimate DVA ○ Understand why victims behave in the way they do ○ Be able to undertake a whole family approach to DVA that is holistic, informed by family voice and addresses the needs of individual family members ○ Have an improved understanding of ACEs, their impact on adult decision making and how to support those impacted by them ○ Have increased awareness of child to parent abuse and respond to this form of abuse safely and appropriately ○ Be able to share information with other professionals that enables appropriate responses to identified issues and recognised needs/risks ○ Be able to undertake assessments that are informed by risk, needs and recognition of non physical abuse that build on strengths and protective factors ○ Safely and appropriately challenge perpetrators whilst promoting responsible parenting

Name of Course	Group	Dates	Venue	Course Description
<p>Working with Substance Using Parents and Pregnant Substance Users</p> <p>Participants must have a sound knowledge of safeguarding and child protection practice prior to attending.</p> <p>Trainers: Bristol City Council, Drugs and Young People Project, Bristol Specialist Drugs and Alcohol Service, Bristol Drugs Project</p> <p>Times: 09:30 – 16:30</p>		TBC	TBC	<p>Aims: To identify the impact of substance misuse on children and on the parental role and to offer strategies to support inter-agency working in this field.</p> <p>Objectives:</p> <ul style="list-style-type: none"> ○ To develop awareness and understanding of the impact of how specific substances affect those who use them and how this affects their parenting capacity ○ To develop awareness and understanding of the impact of parental substance misuse on the developmental outcomes of children and young people. ○ To investigate roles and responsibilities in identifying, assessing and protecting those vulnerable children, including the unborn, living with carers who are involved with substance misuse. ○ To familiarise participants with support services for adults and young people who use drugs and alcohol or are affected by other peoples' substance use. ○ To familiarise participants with the content of Bristol KBSP Practice Guidance on working with drug using carers and their children and the Bristol Expected Baby Protocol ○ To draw participant's attention to the KBSP and Safer Bristol Joint Practice Guidance and the Joint Safeguarding Children Protocol for Children's Services and Adult Substance Misuse Services. ○ To share good practice in working with 'hard to engage' adults

Frequently asked questions

How often do I need to update my Inter-agency Child Protection Training?

KBSP recommends that Child Protection Leads and Senior Management update training at inter-agency level at least every two years. Other staff should update at least every three years. Please refer to the training pathways on page 5 to determine what training you need to do. All agencies should be giving in-house updates of a regular nature as well as sending people on our courses.

I need to refresh my inter agency Child Protection Training, which course should I do?

Identify which working group is most relevant for you in relation to Child Protection and Safeguarding duties – then select any course appropriate for that working group which you have not already completed. The training programme is refreshed annually so there will always be a range of options when refreshing.

Where are the Levels 1, 2, 3 etc?

Levels can mean different standards to each of our organisations, so we avoid using them for our courses as it causes confusion. The only exception to this is NHS staff. For those staff we have met with Safeguarding Leads in your settings to confirm what level our courses are and you will find this information in the course description.

NHS staff only – which course should I be doing?

We have mapped the training programme to your intercollegiate document with the help of your colleagues. You should still select the working group that best describes your Child Protection duties and responsibilities. When you select a course ensure that it is relevant to your working group, and check the course description to ensure that it meets your required intercollegiate level.

What is the difference between single and inter agency training?

Single agency training is specific to the work of your organisation. It can be delivered at any level of skill and knowledge, from a basic induction for Group A staff, to a highly specialist course providing specific techniques for practitioners, or a specialist course covering the exact duties of safeguarding leads within your organisation.

Inter-agency training focuses on more generic child protection topics that are relevant to all agencies working with children and families, and all inter agency courses will be attended by and/or delivered by a number of organisations. Inter-agency training will always contain a focus on how organisations work together to keep children safe, how to balance the competing priorities involved and how to overcome the barriers that exist.

Why should I do inter agency training?

Firstly, because we know there are lots of challenges involved in working together to keep children safe from harm – and over the last 20 years there have been a significant number of child deaths where difficulties in working together were highlighted. The more we learn about working with each other, and the more we put this into practice, the less likely those mistakes will continue to happen. As a result of those mistakes there is also a legal duty on us all to work together, and train together.

I already have lots of knowledge and skills in Child Protection, why should I do any more training courses?

The Child Protection landscape changes frequently. We have changes in legislation, in statutory guidance, and also in terms of our awareness of different types of abuse. We also have innovations in practice that enable us to develop new, effective, methods for working with families. If your job involves contact with children and/or families then you will never know everything there is to know about Child Protection. It is fantastic to bring that knowledge and experience to inter agency courses so that newer practitioners can benefit from it.

I can't find the course that I want to do?

We revise the training programme and publish a new one each year (April – March). Not all courses are offered every year so it could be that we are not offering the course you are looking for. Email us with the details so that we can add your request to our training needs analysis, and if it turns out we can help you find the course elsewhere we will let you know.

The course that I want to do is full, will there be other dates available?

If a course proves more popular than we expect then, if we have capacity, we will run additional dates. If the course is full then complete an application form and send it in and we will place you on the waiting list and contact you if further dates are offered. It at all possible, book places early to avoid disappointment

I/My staff member is sick, what do I do?

Please contact the Training Administrator as soon as you are aware that they will not be able to attend the course due to illness. We need all cancellations in writing. Please email KBSP.training@bristol.gov.uk

I need to cancel my place, will I be charged?

Please follow this link for information about cancellations: [Cancellations and Non-attendance Policy](#).

I can't attend my course – can someone else take my place?

Yes – as long as they belong to the same working group as you in terms of their safeguarding responsibilities. If you do need to change who will be attending a course then send us an application form for the new participant and confirm in the email who they are replacing, and whether you would like an alternative date for the person who can no longer attend.

How do KBSP decide what courses to offer?

Every year we send out a training needs questionnaire to our partner organisations, to safeguarding leads in those organisations and we encourage them to share this with anyone who might want to contribute to telling us what training is needed in Bristol for the year ahead. We also offer courses based on learning identified in Serious Case Reviews, and Child Protection Incident Reviews and in response to any national or local priorities identified as relevant to child protection. We won't always offer courses, sometimes we will recommend training delivered by another organisation to meet these needs.

Why are you contacting my manager about the course that I attended?

Training is only useful if it makes a difference to how you do your job. Part of our evaluation process is to ensure that your manager is considering whether the training was value for money, how it has affected your practice, and what further needs might arise as a result you completing a course with us.

My staff recently attended training, why am I being contacted about it?

See above or click here ([Evaluating Training and Measuring Impact on Practice](#))

Why do you send me questionnaires after I have completed the training?

We need to know how you are using the training that you attended, and how useful you found it. We also need to find out if there are any concerns about the training, and we want to hear about any suggestions for improving our training. The online questionnaires only take a few minutes to complete but they provide us with lots of important information.

I need a group of staff to complete this course, why can't they all attend the same session?

In order to ensure that the courses all run with an inter-agency group we often limit the number of places allocated to each type of organisation. All your staff will complete the same course, but we might book them onto different sessions so that the inter agency mix is maintained.

I belong to more than one working group – how do I decide which course to do?

This isn't unusual, lots of people carry more than role at work. To decide which course is best for you, think about what your current training need is, and book on the course that is appropriate for that part of your work. For example, if you are an advanced practitioner and also a manager, which course you choose would depend on whether you wanted to develop your practice skills, or whether your focus was your role as a safeguarding manager. If you want to develop some awareness of a type of abuse you have not encountered before then you might choose to book onto an awareness course, even though you have advanced practitioner skills in other areas.

To make the right decision read the course content before making your choice.

I want to arrange for some in house staff training – can KBSP help with this?

Yes we can. Please follow this link for further information – [Commissioned courses](#).

I can't find the answer to my question, who do I contact?

KBSP Training Admin, Tel. 0117 922 4626, email: KBSP.training@bristol.gov.uk

Commissioned courses

- If you have a particular topic that you would like to arrange training for a group of your staff on, or would like to request the KBSP trainer to deliver in house foundation level single agency safeguarding training then please contact us to discuss your needs.
- The delivery of commissioned courses is dependent on the capacity of the KBSP training and development officer, booking early will avoid disappointment.
- All priced for commissioned courses assume that you will provide the venue – please contact us for a quote if you need us to provide the room.
- All courses will include handouts and resources provided electronically to participants. KBSP will provide the laptop and any resources required to delivery training activities. There would need to be a blank wall or a screen to project onto.
- For further details please contact us: KBSP.training@bristol.gov.uk

Costs for Commissioned Courses are as follows:

- **1 day training events** (based on 7.5 hours training). 24-30 attendees. Training venue and refreshments not included.
 - £500.00* small VCS organisations with an income of less than £100,000
 - £795.00
- **Half day training events** (based on 4 hours training). 24-30 attendees. Training venue and refreshments not included.
 - £300.00* small VCS organisations with an income of less than £100,000
 - £475.00
- **Short Briefings and Refresher Update Sessions.** Up to 2.5 hours and maximum of 60 attendees. Training venues and refreshments not included.
 - £200.00* small VCS organisations with an income of less than £100,000
 - £335.00

Course Fees

If your agency does not currently contribute to the KBSP budget there will be a fee for attending KBSP Training:

- **£80 per person for a full-day course**
- **£40 per person for a half-day course**
- **The price of shorter/longer courses will be noted by the course description**

- **Voluntary organisations: If your income is less than £100,000 per annum then places can be booked for 50% of the full charge. We can only accept requests for half price places at the time of application so please be sure to mention this on your form.**

- We need full, accurate details for who to invoice for all course applications, regardless of whether your place is funded in case we need to charge under our cancellation policy. **Please ensure that the details you provide for this on your application form are correct.**

- **Bristol City Council Staff only:** We need a cost code for all bookings – this can be obtained from your manager. This does not apply to Local Authority School staff.

Cancellations and Non-attendance Policy

- Places cancelled in writing (email) more than 10 working days prior to the course date = no charge
- Places cancelled less than 10 working days (Monday – Friday) prior to the course date = full course charge
- If you need to cancel your course place less than 10 working days prior to the course date please email the training administrator your reason for cancellation (workload, staff absence, illness etc.)
- Non-attendance at a course without cancellation = full course fee
- Copy your manager into any cancellation emails
- If you can't attend a course on the day please email the training administrator KBSP.training@bristol.gov.uk – the venues we will not always pass messages to us.

Evaluating Training and Measuring Impact on Practice

KBSP must monitor how effective our training programme is, both in terms of the quality of the training, and also the impact it then has on participant's practice at work. This means we need to measure what people learn when they come on our training, what they do with that learning when they go back to their workplace, and take on board any suggestions to improve the training that we provide. This is why:

- You are asked to complete a questionnaire before you attend our training – so that we can measure your knowledge and skills before you attend our training.
- You are asked to complete a questionnaire as soon as you finish your training course – so that we can measure any immediate change in your knowledge and skills, and check the quality of the training that was delivered.
- You are sent a questionnaire 3-6 months after you complete training – this is so that we can see what difference the training made to how you work.
- We also contact line managers (as stated on your application form) – this is because they should be aware of whether they are getting value for money from the training they send staff on, whether they are sending staff on the right courses for their role, and what difference the training is making to the way staff work.
- It is just as important for us to hear about when the training has not made an impact – so that we can review and adjust the training to improve it

KBSP Training Sub Group Members

Justine Leyland	Temporary Chair	Manager, Youth Offending Team, Bristol City Council
Harriet Andrew	Business Manager, KBSP	
Adam Bunting	Avon and Somerset Police	
Dawn Butler	Early Years, Bristol City Council	
Sarah Dawkins	Community Paediatrician, CCHP	
Caroline Donald	Early Help Partnership Manager, Bristol City Council	
Gareth Ellaway	Safeguarding Training Manager, BNSSG CCG	
Claire Foster	Named Nurse for Safeguarding Children, North Bristol Trust	
Nina Gordon	Operational Lead Nurse Safeguarding Children, University Hospitals Bristol NHS Trust	
Esther Lambert	Training and Development Officer, KBSP	
Tracie Lewis	HR Officer, Bristol City Council	
Helen Macdonald	Safeguarding Advisor, Safeguarding in Education, Bristol City Council	
James McFeat	Principal Social Worker (Children), Bristol City Council	
Helen Mutch	Named GP for Safeguarding Children, CCHP	

Keeping Bristol Safe Partnership – Children (main website) <https://bristolsafeguarding.org/children-home/>
 South West Child Protection Procedures – <https://www.proceduresonline.com/swcpp/>

External Links page

Subject	Web link
Keeping Bristol Safe Partnership (Adults, Children and Communities)	https://bristolsafeguarding.org/
Safeguarding Children & Safeguarding Adults Foundation Training (Bristol City Council & Care Professionals)	https://www.bristol.gov.uk/jobs-training/training-courses-for-bcc-staff-and-care-professionals
Trading With Schools - Single Agency Training (Bristol Schools only)	http://www.tradingwithschools.org/home/
Signs of Safety at Bristol City Council	https://www.bristol.gov.uk/resources-professionals/signs-safety-and-childrens-social-work-bristol
Bristol Association of Neighbourhood Day care (BAND)	http://bandltd.org.uk/
Unity Sexual Health (Sexual Health Training)	http://www.unitysexualhealth.co.uk/for-professionals/professional-development/
Think U Know - CEOP (Child Exploitation & Online Protection)	https://www.thinkuknow.co.uk/
SCIE (Social Care Institute for Excellence)	https://www.scie.org.uk/
BAVA (Bristol Against Violence and Abuse)	https://www.bava.org.uk/
Drug and Alcohol Misuse	https://www.bristol.gov.uk/social-care-health/drug-and-alcohol-misuse-support
The Bristol BASE (Barnardo's Against Sexual Exploitation)	http://www.barnardos.org.uk/basebristol.htm
NWG (formerly The National Working Group for Sexually Exploited Children and Young People)	https://www.nwgnetwork.org/
Integrate Bristol	https://integrateuk.org/
Be Safe (working with children and young people with problematic/harmful sexual behavior in Bristol)	https://cchp.nhs.uk/cchp/explore-cchp/be-safe
Hidden Sentence Training	https://bookwhen.com/capotraining
NSPCC Speak Out Stay Safe programme for Schools	https://learning.nspcc.org.uk/services/speak-out-stay-safe/