



# **Islington Safeguarding Children Board Training Brochure**

## **September 2014 – March 2015**

**ISLINGTON SAFEGUARDING CHILDREN BOARD**  
3 Elwood Street, London N5 1EB  
[www.islingtonscb.org.uk](http://www.islingtonscb.org.uk)

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**Foreword:**

Dear Colleagues,

Welcome to the 2014/2015 edition of Islington Safeguarding Children Board's (ISCB) training brochure.

The aim of the programme is to raise awareness of our collective responsibility to safeguard and promote the welfare of children and young people within Islington. It will allow those who work with, or take responsibility for, children and young people, including parents and carers, at all levels to increase their knowledge and understanding of safeguarding and child protection. The outcome being their ability to promote the safety and welfare needs of the child is increased.

Whilst some agencies provide their own safeguarding and child protection training, ISCB's training courses have a multi-agency focus. The additional value in the multi-agency approach is enabling participants to appreciate and understand other professionals' roles and dilemmas, and through this help break down barriers to communication and information sharing between agencies.

As well as covering our roles and responsibilities for safeguarding and child protection, which includes definitions and indicators of abuse and what to do in response to concerns that a child is being abused, the programme also supports practitioners in understanding the safeguarding and wider child protection issues for children affected by domestic violence, parental mental health, parental substance misuse and disability.

While protecting children remains firmly anchored in our work, there is the broader agenda of safeguarding children through prevention and early detection of problems so we have included details of Islington's integrated working training courses on the Common Assessment Framework (CAF), eCAF and Lead Professional role.

The total package of training available to staff and volunteers in safeguarding children in Islington is a big one. We hope that you will find something of interest and relevance to you.

Alan Caton  
ISCB Independent Chair

ISCB has maintained the training levels of knowledge and skills outlined in *Working Together to Safeguard Children Guidance, 2013*, the ISCB has organised its training into different levels of knowledge and skills. The level required will depend on the degree of contact you have with children and families and the role you play. Practitioners and managers must be able to work effectively with others, both within their own agency and across organisational boundaries. This can be achieved by a combination of single-agency and multi-agency training.

### Identify Your Group and Safeguarding Training Pathway

The following chart provides an overview of the safeguarding training pathways for all staff groups and where appropriate volunteer workers. Find out which group you are in so that you can determine the courses best suited to your role.

Groups	Level of Training Required					
	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
Group 1 should undergo training at each level ticked. This should be provided in-house within your service	✓					
Group 2 should undergo training at each level ticked	✓	✓				
Group 3 should undergo training at each level ticked	✓	✓	✓			
Group 4 should undergo training at each level ticked	✓	✓	✓	✓		
Group 5 should undergo training at each level ticked	✓	✓	✓	✓	✓	
Group 6 should undergo training at each level ticked	✓	✓	✓			✓

## Staff Groups

Below are tables which identify which staff/volunteers belong to which occupational groups and which courses they should attend.

<b>STAFF GROUPS</b>	
<b>GROUP 1</b>	<b>GROUP 2</b>
<p><b>Group 1</b> are generally staff and volunteers who have limited contact with children, young people and/or parents/carers.</p> <p><b>Group 1</b> has a responsibility to contribute to safeguard and promote the welfare of children in the community, but does not necessarily have specific safeguarding organisational responsibilities.</p> <p><b>Examples of who should be included:</b></p> <ul style="list-style-type: none"> <li>▪ Back-office staff (e.g. may use databases and systems but no direct contact with children and families)</li> <li>▪ Benefits Staff</li> <li>▪ Community Advice Centre Staff</li> <li>▪ Environmental Health Officers</li> <li>▪ GP Receptionists</li> <li>▪ Estates Officers</li> <li>▪ HR Business Partners</li> <li>▪ Housing Officers</li> <li>▪ Hospital Support Staff (with no direct contact with children and families)</li> <li>▪ Librarians</li> <li>▪ Voluntary Sector Management Committee members</li> <li>▪ Recreation Assistants</li> <li>▪ School/Centre - Cleaners, Catering Staff</li> <li>▪ Receptionists, Technical Staff</li> <li>▪ School Governors (without safeguarding/child protection responsibility)</li> <li>▪ Solicitors</li> <li>▪ Street Wardens</li> <li>▪ Uniformed and Non-Specialist Police Officers</li> </ul>	<p><b>Group 2</b> are generally staff and volunteers who work regularly with children and young people and with adults who are parents/carers</p> <p><b>Group 2</b> has considerable professional and organisational responsibility for safeguarding and promoting children's and young people's welfare</p> <p><b>Group 2</b> need the skills and knowledge to respond appropriately to <b>Group 1 staff/volunteers</b> that may approach them with concerns about a child's welfare.</p> <p><b>Examples of who should be included:</b></p> <ul style="list-style-type: none"> <li>▪ Audiologists</li> <li>▪ Childminders</li> <li>▪ Children's Centre Staff</li> <li>▪ Counsellors</li> <li>▪ Dentists</li> <li>▪ Disability Specialists</li> <li>▪ Educational Psychologists</li> <li>▪ Educational Support Staff</li> <li>▪ Learning Mentors</li> <li>▪ Mealtime Supervisors</li> <li>▪ Nurses (District, Hospital - A&amp;E, paediatric nurses, Children's Community and Practice)</li> <li>▪ Nurse Practitioners</li> <li>▪ Playgroup Workers</li> <li>▪ Playworkers</li> <li>▪ Probation Officers</li> <li>▪ Pupil Support and Welfare</li> <li>▪ Pupil Chaperones</li> <li>▪ Refuge Staff</li> <li>▪ Residential Workers</li> <li>▪ Sexual Health Staff</li> <li>▪ Speech and Language Therapists</li> <li>▪ Sports Development Officers</li> <li>▪ Sports Coaches</li> <li>▪ Substance Misuse Staff</li> <li>▪ Teachers</li> <li>▪ Teaching Assistants</li> <li>▪ Unqualified Social Workers</li> <li>▪ Youth Workers</li> </ul>

GROUP 3	GROUP 4	
<p><b>Group 3</b> are generally staff who work predominantly with children, young people and/or their parents/carers.</p> <p>They have particular responsibilities for safeguarding and child protection.</p> <p>They have a substantial degree of personal responsibility and autonomy to act on children and young people's welfare concerns.</p> <p><b>Examples of who should be included:</b></p> <ul style="list-style-type: none"> <li>▪ CAIT (Child Abuse Investigation Team)</li> <li>▪ Police Officers</li> <li>▪ CAMHS</li> <li>▪ Community Psychiatric Nurses</li> <li>▪ Educational Welfare Officers</li> <li>▪ Family Support Workers</li> <li>▪ Family Centre Staff</li> <li>▪ Foster Carers</li> <li>▪ GPs</li> <li>▪ Health Visitors</li> <li>▪ Hospital Ward staff designated by service</li> <li>▪ Mental Health Social Workers</li> <li>▪ Midwives</li> <li>▪ Neonatal Nurses</li> <li>▪ Paediatricians</li> <li>▪ Paediatric therapists</li> <li>▪ Physiotherapists</li> <li>▪ Residential Workers (children's)</li> <li>▪ School Nurses</li> <li>▪ Sexual Health Advisors</li> <li>▪ Qualified Social Workers</li> <li>▪ Sports Club Welfare Officers</li> <li>▪ <b><i>those managing and supervising staff in Groups 1, 2 and 3</i></b></li> </ul>	<p><b>Group 4</b> are professional advisors, named, nominated and designated officers for child protection and their deputies in all services and agencies.</p>	
	<th data-bbox="794 367 1501 405">GROUP 5</th> <p data-bbox="794 405 1501 443"><b>Group 5</b> are operational managers of Groups 1 – 4.</p> <p data-bbox="794 443 1501 481"><b>Examples of who should be included:</b></p> <ul style="list-style-type: none"> <li>● Operational managers at all levels including: <ul style="list-style-type: none"> <li>● Practice supervisors</li> <li>● Front line and operational managers</li> </ul> </li> </ul>	GROUP 5
	<th data-bbox="794 779 1501 817">GROUP 6</th> <p data-bbox="794 817 1501 855"><b>Group 6</b> are members of the ISCB including:</p> <ul style="list-style-type: none"> <li>● Independent Chairs</li> <li>● Board Members</li> <li>● Members of Sub-groups</li> </ul> <p data-bbox="794 855 1501 893"><b>Group 6</b> also includes senior managers responsible for the strategic management of services.</p>	GROUP 6

## Information for Participants and Managers

### Bookings:

For **ISCB courses** please complete the ISCB application form situated at the back of this brochure and return it to Maria Gilby, ISCB Co-ordinator, contact details on page 8. You will need to ensure that your manager completes the relevant sections on the form.

For **Integrated Working courses** please complete the application form at the back of the brochure and return to the relevant course administrator listed with the course outlines.

For **Safer Islington Partnership (SIP) courses** please contact Hilary Francis on [dvpt@islington.gov.uk](mailto:dvpt@islington.gov.uk), 020 7527 3232.

Managers should ensure when considering a request from a member of staff/volunteer for a course that the course is appropriate and relevant to their role and responsibilities. Please note that for some courses, pre-requisites apply e.g., before attending any Level 3 course, staff will need to have completed training at Levels 1 & 2 first.

### Confirmation:

If you have a place on the training event you will receive a confirmation email. This will be sent out at least 7 days before the training event. Please bring this to the training event. If you need confirmation earlier than this please let us know. As our training events are often oversubscribed, ***if you do not receive a confirmation email it means that you have not been allocated a place.*** You will be informed that you do not have a place on the training event. An alternative date will be offered where possible.

### Attendance:

Prompt attendance is required for all courses as latecomers may not be admitted later than 15 minutes after the advertised start time. It is disruptive to other participants and the facilitators when participants straggle in.

Please ensure that you are free to attend the course you have applied for. If you miss any part of the course by arriving late or leaving early we will not be able to issue a course certificate.

### Cancellation

You must give at least 3 working days notice if you are unable to attend a training event. If it is possible to find a replacement from your agency because the course is relevant to them, please inform us of the change. Our courses are often over-subscribed and if we know in advance that you or a replacement cannot attend we can offer your place to someone else.

If numbers are insufficient through late cancellations we may, on occasions, have to cancel a course. If this happens we will try to reschedule.

### Charge for Course Non-Attendance

We offer all of our courses for free to ensure that everyone can attend. Because of the limited number of places on training events non-attendance without substitution or notification will be reported to your manager and your organisation will be charged a minimum of £50.00. Please ensure that you/your staff attend the course when you/they have signed up for it.

### Evaluation and Quality Assurance:

Evaluation forms are given out to all participants attending our courses and we encourage you to complete them. We welcome all feedback as this helps us to develop and update future training.

The ISCB Training & Professional Development Sub-Group has introduced a Quality Assurance Framework for all single and multi-agency child protection courses. This may mean that the course you are attending may be observed by a member of this group.

**Refreshments:**

Hot refreshments are provided at mid-morning and mid-afternoon breaks. Please note that lunch is not provided

**Further help and assistance:**

If you have any queries regarding the information in this brochure please contact:

<p>Maria Gilby ISCB Coordinator 3 Elwood Street, N5 1EB Tel No: 020 7527 4234 Email: <a href="mailto:maria.gilby@islington.gov.uk">maria.gilby@islington.gov.uk</a></p>	<p>Michelle Viridi Workforce Development Manager – Early Intervention and Safeguarding 3 Elwood Street, N5 1EB Tel No: 020 7527 5595 Email: <a href="mailto:michelle.virdi@islington.gov.uk">michelle.virdi@islington.gov.uk</a></p>
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# Training Calendar 2014/2015

## September 2014

Date	Title of Course	Page Number
11	eCAF	22
12	Level 4 Named and Designated Child Protection Person Roles and Responsibilities	20
19	Level 3 Safeguarding and Child Protection Refresher	18
23/24	Assessment Skills and the CAF	22
29	eCAF	23

## October 2014

Date	Title of Course	Page Number
2/3	Level 2 Safeguarding and Child Protection Foundation ( two days)	12
10	Level 3 Domestic Violence and Safeguarding and Child Protection	13
13	Level 3 Introduction to Neglect	14
17	eCAF	22
20	Level 4 Named and Designated Child Protection Person Roles and Responsibilities	20

## November 2014

Date	Title of Course	Page Number
4	Level 1 Safeguarding and Child Protection Introduction	11
6	Level 3 Safeguarding and Child Protection Refresher	18
7	eCAF	22
10/11	Level 2 Safeguarding and Child Protection Foundation (two days)	12
13	Level 3 Neglect in the Early Years	15

## December 2014

Date	Title of Course	Page Number
3/4	Level 2 Safeguarding and Child Protection Foundation (two days)	12
11	eCAF	22
12	Level 4 Named and Designated Child Protection Person Roles and Responsibilities	20
TBC	Level 3 Substance Misuse and Safeguarding/Child Protection	19

**January 2015**

<b>Date</b>	<b>Title of Course</b>	<b>Page Number</b>
8	eCAF	22
15/16	Level 2 Safeguarding and Child Protection Foundation (two days)	12
19	Level 3 Safeguarding and Child Protection Refresher	18
22/23	Assessment Skills and the CAF	22
27	Level 3 Neglect in the Middle Years	16

**February 2015**

<b>Date</b>	<b>Title of Course</b>	<b>Page Number</b>
24	Level 3 Neglect in Adolescence	17
11	Level 4 Named and Designated Child Protection Person Roles and Responsibilities	20
13	eCAF	22

**March 2015**

<b>Date</b>	<b>Title of Course</b>	
5	Level 1 Safeguarding and Child Protection Introduction	11
6	eCAF	22
9	Level 3 Domestic Violence and Safeguarding and Child Protection	13
13	Level 3 Safeguarding and Child Protection Refresher	18
16/17	Level 2 Safeguarding and Child Protection Foundation (two days)	12

## ISCB COURSES

### LEVEL 1 COURSE:

#### Safeguarding/Child Protection – Level 1 Introduction

**Aims:**

This ½ day course aims to:

- Develop awareness of the basics of safeguarding and child protection

**Learning Outcomes:**

By the end of this module, participants will be able to

- Define the four types of child abuse
- Describe how to report abuse

**Who is this course for?**

- All staff within Voluntary, Community or Faith organisations including management committee members who have limited contact with children as part of their daily work responsibilities.

**Trainers:** Michelle Viridi, Workforce Development Manager, Early Intervention and Safeguarding, Islington Targeted and Specialist Children and Families Services

Trainers from Islington Children's Partnership

**Dates/Times:** 4 November 2014 1.30-4.30  
5 March 2015 9.30-12.30

**Venue:** Laycock Centre, Laycock Street, London N1 1TH

**Course**

**Coordinator:** Maria Gilby – [maria.gilby@islington.gov.uk](mailto:maria.gilby@islington.gov.uk)

## LEVEL 2 COURSE:

### Safeguarding/Child Protection – Foundation Course

#### Aims:

This 2-day course aims to:

- Introduce the basic concepts of child abuse and safeguarding/child protection
- Ensure that staff/volunteers become confident and competent in recognising abuse, sharing concerns, and carrying out their duty to safeguard all Islington's children/young people

#### Learning Outcomes:

By the end of this course, participants will be able to:

- List the key legislative and procedural frameworks for child protection in England
- Describe local safeguarding children procedures
- Define child abuse and describe the possible signs of abuse and neglect
- Recognise thresholds (or levels of need) for action within safeguarding and child protection which includes use of the Common Assessment Framework
- Identify the factors that impact on the vulnerability of children, including parental factors

#### Who is this course for?

Group 2 - All staff and volunteers who:

- Work regularly with children, young people and adults who are parents/carers
- Have considerable professional and organisational responsibility for safeguarding and promoting children's and young people's welfare
- Have completed Level 1 single agency induction or e-learning course

**Trainers:** Michelle Viridi, Workforce Development Manager, Early Intervention and Safeguarding, Islington Targeted and Specialist Children and Families Services

Trainers from Islington Children's Partnership

**Dates:** *Please note that this is a 2-day course and attendance is required on both days...*

2/3 October 2014

10/11 November 2014

3/4 December 2014

15/16 January 2015

16/17 March 2015

**Time:** 9.30 – 4.30 both days

**Venue:** Laycock Centre, Laycock Street, London N1 1TH

#### Course

**Coordinator:** Maria Gilby – [maria.gilby@islington.gov.uk](mailto:maria.gilby@islington.gov.uk)

## LEVEL 3 COURSES:

### Domestic Violence and Safeguarding/Child Protection

#### Aims:

This 1-day course aims to raise participants' awareness of the:

- Risks to children living with domestic violence
- Links between domestic violence and child abuse

#### Learning Outcomes:

By the end of this course, participants will be able to:

- Identify signs and symptoms in a child who is living with domestic violence
- Demonstrate use of the Barnardo's domestic violence assessment tool
- Identify the ways that Domestic Violence can impact on the non abusers' parenting ability
- Design a checklist of best practice indicators in relation to safeguarding children affected by domestic violence
- Describe referral routes to support women and children affected by domestic violence

#### Who is this course for?

Group 3 - All staff who:

- Work predominantly with children, young people and/or their parents/carers
- Have particular responsibilities for safeguarding and child protection
- Have a substantial degree of personal responsibility and autonomy to act on children and young people's welfare concerns
- Have completed Levels 1 & 2 single or multi-agency training

**Trainer:** Michelle Viridi, Workforce Development Manager, Early Intervention and Safeguarding, Islington Targeted and Specialist Children and Families Services

Lynn Mattai, Independent Trainer

**Dates:** 10 October 2014  
9 March 2015

**Time:** 9.30 – 4.30

**Venue:** Laycock Centre, Laycock Street, London N1 1TH

#### Course

**Coordinator:** Maria Gilby – [maria.gilby@islington.gov.uk](mailto:maria.gilby@islington.gov.uk)

## Introduction to Neglect

### Aims:

Improving outcomes for children in relation to childhood neglect is a key priority for Islington Children Safeguarding Board in 2014/15. Neglect is not a static, single event but a cumulative process that occurs over time. Professionals may struggle with those cases when there is a period where the level of care at home is not quite good enough to meet the child's needs but not quite poor enough to justify statutory intervention. In order to support practitioners working with children and young people at all developmental stages, we are offering a module of training around Neglect which starts with an Introduction to Neglect and is followed by 3 additional courses which focus on Neglect and its impact on children and young people through their developmental stages: - early years, the middle years and adolescence. There will also be a course for managers to support their management of practitioners who hold neglect cases.

This 1 day introductory course aims to raise awareness of the:

- Signs and symptoms of neglect
- Impact neglect has on children

### Learning Outcomes:

By the end of this course, participants will be able to:

- Identify and assess neglect using the ISCB Child Neglect Toolkit
- Identify the short and long term effects of neglect on the child's development, particularly in relation to their ability to form secure attachments
- Describe two approaches of working with children who are neglected
- Describe two strategies for keeping focused on the neglected child

### Who is this course for?

Group 3 - All staff who:

- Work predominantly with children, young people and/or their parents/carers
- Have particular responsibilities for safeguarding and child protection
- Have a substantial degree of personal responsibility and autonomy to act on children and young people's welfare concerns
- Have completed Levels 1 & 2 single or multi-agency training

**Trainers:** Dr Katarina Harris, Consultant Community Paediatrician, Whittington Health  
Sarah Pepper, Child Protection Co-ordinator, Targeted and Specialist Children and Families Services  
Michelle Viridi, Workforce Development Manager, Early Intervention and Safeguarding, Islington Targeted and Specialist Children and Families Services

**Date:** 13th October 2014

**Time:** 9.30 – 4.30

**Venue:** Laycock Centre, Laycock Street, London N1 1TH

### Course

**Coordinator:** Maria Gilby – [maria.gilby@islington.gov.uk](mailto:maria.gilby@islington.gov.uk)

## Neglect and Attachment in the Early Years

### Aims:

'We know that younger children experience neglect more than any other age group ([NSPCC](#)) and are also the most likely to suffer the most devastating consequences or die as a result. This makes it even more important that professionals working with neglected children in their early years intervene early and use clearly focused resources to maximise the potential for successful outcomes. It also means that it is important to intervene in the same developmental phase as the neglect is experienced to effect the required change. We also know that neglect has a damaging effect on teenagers (Stein et al 2009) and that long term impact leads to serious long term outcomes.' (Child and Family Training 2012). It is therefore crucial for training on neglect to address assessment and impact at each stage of a child's development.

This 1 day course will support practitioners in considering the importance of attachment and its meaning in family and community structures in order to gain an understanding of the impact of neglect on babies and children aged 0-5.

### Learning Outcomes:

By the end of this course, participants will be able to:

- Describe 3 indicators of neglect for babies and children aged 0-5
- Assess the extent and nature of babies and young children's developmental needs
- Assess the quality of attachments
- Develop effective intervention strategies to address the risk of neglect for children within this age range.
- Describe how to review outcomes and measure the success of planned interventions.

### Who is this course for?

Groups 2 and 3. All professionals working with babies and children aged 0 – 5 across universal, targeted and specialist services. ***This course is aimed at professionals who have an existing understanding of neglect and have completed introductory neglect training.***

**Trainers:** Michelle Viridi, Workforce Development Manager, Early Intervention and Safeguarding, Islington Targeted and Specialist Children and Families Services  
Gwen Fitzpatrick, Team Leader Early Years Workforce Development  
Mary Day, Workforce Development Manager Social Care

**Dates/times:** 13<sup>th</sup> November 2014 9.30am-4.30pm

**Venue:** Laycock Centre, Laycock Street, London N1 1TH

### Course

**Coordinator:** Maria Gilby – [maria.gilby@islington.gov.uk](mailto:maria.gilby@islington.gov.uk)

## Neglect in the Middle Years

### Aims:

'We know that younger children experience neglect more than any other age group (NSPCC) and are also the most likely to suffer the most devastating consequences or die as a result. This makes it even more important that professionals working with neglected children in their early years intervene early and use clearly focused resources to maximise the potential for successful outcomes. It also means that it is important to intervene in the same developmental phase as the neglect is experienced to effect the required change. We also know that neglect has a damaging effect on teenagers (Stein et al 2009) and that long term impact leads to serious long term outcomes.' (Child and Family Training 2012). It is therefore crucial for training on neglect to address assessment and impact at each stage of a child's development.

This 1 day course will support practitioners in considering the impact of neglect on children aged 5 – 11.

### Learning Outcomes:

By the end of this course, participants will be able to:

- Describe 3 indicators of neglect for children aged 5 - 11
- Assess the extent and nature of children's developmental needs within this age range
- Describe the importance of cumulative harm in relation to children's development
- Describe 2 tools for communicating with children within this age range
- Develop effective intervention strategies to meet a child's developmental and support needs
- Describe how to review outcomes and measure the success of planned interventions

### Who is this course for?

Groups 2 and 3. All professionals working with children aged 5 - 11 across universal, targeted and specialist services. ***This course is aimed at professionals who have an existing understanding of neglect and have completed introductory neglect training.***

**Trainers:** Michelle Viridi, Workforce Development Manager, Early Intervention and Safeguarding, Islington Targeted and Specialist Children and Families Service  
Trainers from across Islington Partnership.

**Dates/times:** 27<sup>th</sup> January 2015      9.30am-4.30pm

**Venue:** Laycock Centre, Laycock Street, London N1 1TH

### Course

**Coordinator:** Maria Gilby – [maria.gilby@islington.gov.uk](mailto:maria.gilby@islington.gov.uk)



## Neglect in Adolescence

### Aims:

'We know that younger children experience neglect more than any other age group ([NSPCC](#)) and are also the most likely to suffer the most devastating consequences or die as a result. This makes it even more important that professionals working with neglected children in their early years intervene early and use clearly focused resources to maximise the potential for successful outcomes. It also means that it is important to intervene in the same developmental phase as the neglect is experienced to effect the required change. We also know that neglect has a damaging effect on teenagers (Stein et al 2009) and that long term impact leads to serious long term outcomes.' (Child and Family Training 2012). It is therefore crucial for training on neglect to address assessment and impact at each stage of a child's development.

This 1 day course will support practitioners in considering the impact of neglect on young people aged 12 – 18

### Learning Outcomes:

By the end of this course, participants will be able to:

- Describe 3 indicators of neglect for children aged 12 - 18
- Assess the extent and nature of young people's developmental needs within this age range
- Describe 2 tools for communicating with young people within this age range
- Describe the importance of cumulative harm in relation to children's development
- Develop effective intervention strategies to meet a young person's developmental and support needs
- Describe how to review outcomes and measure the success of planned interventions.

### Who is this course for?

Groups 2 and 3. All professionals working with children aged 5 - 11 across universal, targeted and specialist services. ***This course is aimed at professionals who have an existing understanding of neglect and have completed introductory neglect training.***

**Trainers:** Michelle Viridi, Workforce Development Manager, Early Intervention and Safeguarding, Islington Targeted and Specialist Children and Families Services  
Mary Day, Workforce Development Manager Social Care

**Dates/times:** 24<sup>th</sup> February 2015 9.30am-4.30pm

**Venue** Laycock Centre, Laycock Street, London N1 1TH:

### Course

**Coordinator:** Maria Gilby – [maria.gilby@islington.gov.uk](mailto:maria.gilby@islington.gov.uk)

## Safeguarding/Child Protection Refresher

### Aims:

This 1 day course aims to:

- Refresh and update safeguarding/child protection knowledge

### Learning Outcomes:

- By the end of this course participants will be able to:
- Identify and adhere to the latest legislation/guidance
- Describe their roles, responsibilities and the importance of collaborative practice in safeguarding and child protection
- Contribute to serious case reviews or equivalent processes
- Identify the importance of considering fathers in assessments
- Identify the importance of analysing previous referrals and interventions, particularly those relating to Child in Need or child protection

### Who is this course for?

Group 3 - All staff who:

- Work predominantly with children, young people and/or their parents/carers
- Have particular responsibilities for safeguarding and child protection
- Have a substantial degree of personal responsibility and autonomy to act on children and young people's welfare concerns
- Have completed Levels 1 & 2 single or multi-agency training

**Trainers:** Tim Djavit, Child Protection Coordinator, Targeted and Specialist Children and Families Service  
Michelle Virdi, Workforce Development Manager, Early Intervention and Safeguarding, Islington Targeted and Specialist Children and Families Services  
Trainers from Islington Children's Partnership

**Dates:** 19 September 2014  
6 November 2014  
19 January 2015  
13 March 2015

**Time:** 9.30 – 4.30

**Venue:** Laycock Centre, Laycock Street, London N1 1TH

### Course

**Coordinator:** Maria Gilby – [maria.gilby@islington.gov.uk](mailto:maria.gilby@islington.gov.uk)

## Substance Misuse and Safeguarding/Child Protection

### Aims:

This ½ day course aims to:

- Raise awareness of parental alcohol and drug use and its impact on parenting and children
- Support practitioners to develop effective intervention skills to reduce risk and harm

### Learning Outcomes:

By the end of this course, practitioners will be able to:

- Describe the physical and psychological impact on users of a range of legal, illicit and prescribed substances
- Describe the potential impact of parental substance misuse on children and family functioning
- Identify protective parenting factors that support resilience and safety for children affected by parental substance misuse
- Identify appropriate intervention skills with families to reduce risk of harm

### Who is this course for?

Group 3 - All staff who:

- Work predominantly with children, young people and/or their parents/carers
- Have particular responsibilities for safeguarding and child protection
- Have a substantial degree of personal responsibility and autonomy to act on children and young people's welfare concerns
- Have completed Levels 1 & 2 single or multi-agency training

**Trainers:** Chris Arnold, Specialist Social Worker, Parental substance misuse and childcare, Targeted and Specialist Children and Families Services

Maria Cripps, Team Leader – Implementation Co-ordinator, Cranstoun - Milton Community Programmes

**Dates:** to be confirmed.

**Times:** 9.30am-12.30pm

**Venue:** Laycock Centre, Laycock Street, London N1 1TH

### Course

**Coordinator:** Maria Gilby – [maria.gilby@islington.gov.uk](mailto:maria.gilby@islington.gov.uk)

## LEVEL 4 COURSE:

### Named/Designated Child Protection Person – Role and Responsibilities

**Aims:**

This 1-day course aims to provide an overview of the role and responsibilities of named/designated child protection officers.

**Learning Outcomes:**

By the end of this course, professional advisor/named or designated child protection officers will be able to:

- Describe the key responsibilities of their role in relation to safeguarding/child protection
- Describe how they will ensure that their agency responds appropriately to concerns regarding children and allegations against staff and volunteers
- Offer guidance and advice to colleagues regarding appropriate levels of intervention when a concern about a child arises
- Describe the thresholds for intervention and the duty to refer to Children's Social Care
- Describe how they ensure that appropriate action is taken whenever child protection thresholds are crossed

**Who is this course for?**

Group 4 – All staff who:

- Are professional advisors
- Are named and designated child protection officers
- Have completed Levels 1, 2 & 3 single or multi-agency training

**Trainers:** Gwen Fitzpatrick, Team Leader, Early Years Workforce Development, Children's Services  
Michelle Virdi, Workforce Development Manager, Early Intervention and Safeguarding  
Islington Targeted and Specialist Children and Families Services

**Dates:** 12 September  
20 October 2014  
12 December 2014  
11 February 2015

**Time:** 9.30 – 4.30

**Venue:** Laycock Centre, Laycock Street, London N1 1TH

**Course**

**Coordinator:** Maria Gilby – [maria.gilby@islington.gov.uk](mailto:maria.gilby@islington.gov.uk)

## INTEGRATED WORKING COURSES

### Integrated Working

We are changing the way we deliver our Integrated Working courses in the coming year. Introductory courses about Integrated Working and the Common Assessment Framework are now expected to be delivered in-house by individual agencies/services. We will continue to deliver courses for practitioners around the eCAF, the role of the lead professional and assessment skills.

### *Bespoke Training on eCAF*

We may offer limited bespoke training for the eCAF delivered in local areas and settings. Please contact Michelle Viridi for future information.

## Common Assessment Framework – Assessment Skills

### **Aims:**

This 2 day course focuses on what an early help assessment is and how to effectively make a holistic assessment of a child or young person's needs and a plan to address those needs, using the Common Assessment Framework.

### **Learning Outcomes:**

By the end of this course, you will be able to:

- Define assessment within the CAF context
- Demonstrate an understanding of 'The Assessment Framework' including domains and dimensions
- Gather and analyse information in order to make a professional judgement about the needs of a child
- Describe the CAF assessment process to children and parents
- Create a SMART plan to meet the needs identified in an early help assessment.

### **Who is this course for?**

This course is for all practitioners who work with children or young people in universal settings, (for example, children's centres, schools, health centres, youth and play) and who have not had any specific training on social wellbeing/care/ safeguarding assessment skills.

**Trainer:** Michelle Viridi, Workforce Development Manager, Early Intervention and Safeguarding, Islington Targeted and Specialist Children and Families Services

**Dates :** 23rd/24th September 2014  
22nd/23rd January 2015

**Times:** All courses 9.30 - 4.30

**Venue :** TBC

### **Course**

**Coordinator:** Michelle Viridi - [Michelle.virdi@islington.gov.uk](mailto:Michelle.virdi@islington.gov.uk)

**Aims:**

This half day course aims to introduce participants to the electronic CAF (eCAF) assessment tool; support practitioners in using the eCAF to initiate and contribute to needs based, solution focused plans for children and young people and give guidance to practitioners on issues of consent and information sharing.

**Learning Outcomes:**

By the end of this course, participants will be able to:

- Describe why it is important to share information appropriately, taking into account principles around consent
- Navigate through each section of the eCAF
- Search and create a child's record on the eCAF system
- Demonstrate how to request and grant read only access to an eCAF
- Demonstrate how to request a contribution to an eCAF

**Who is this course for?**

Are you likely to initiate or contribute to a CAF? Have you been part of a Team around the Child meeting, or are likely to be in the future? If so, this half-day course is essential to your work with children and families, and is a requirement to receiving your eCAF login.

**Trainers:** Michelle Viridi, Workforce Development Manager, Early Intervention and Safeguarding, Islington Targeted and Specialist Children and Families Services

<b>Dates/Times:</b> 29th September-	either 9.30am – 12.30pm or 1.30pm – 4.30pm
17th October	either 9.30am – 12.30pm or 1.30pm – 4.30pm
7th November	either 9.30am – 12.30pm or 1.30pm – 4.30pm
11th December	either 9.30am – 12.30pm or 1.30pm – 4.30pm
8th January	either 9.30am – 12.30pm or 1.30pm – 4.30pm
13th February	either 9.30am – 12.30pm or 1.30pm – 4.30pm
6th March	either 9.30am – 12.30pm or 1.30pm – 4.30pm

**Venue:** 3 Elwood Street, London N5.

**Course**

**Coordinator:** Michelle Viridi  
[Michelle.virdi@islington.gov.uk](mailto:Michelle.virdi@islington.gov.uk)

## SAFER ISLINGTON PARTNERSHIP (SIP) SEMINARS

SIP seminars are linked to ISCB Domestic Violence (DV) training on page 14. While the ISCB training focuses on the impact of domestic violence on the child the SIP training focuses on the adult, both the victim and the perpetrator. SIP training is also linked to Islington's Adult Safeguarding Board training. The SIP awareness training covers identification of domestic violence and harmful traditional practices and how to follow up identification. These are the Violence Against Women and Girls (VAWG) Awareness Training: Islington's Co-ordinated Response. These are Level 2 courses. The levels are explained in the Safeguarding/Child Protection Training Pathways section of the brochure on page 4. The more specialist SIP courses on risk assessment and working with perpetrators are all Level 3 courses

These include:

- Female Genital Mutilation (FGM)
- 'Honour' Based Violence and Forced Marriage
- Multi-agency Risk Assessment Conferences (MARAC)
- Co-ordinated Action Against Domestic Abuse-Domestic Abuse, Stalking, 'Honour'-based violence Risk Identification Checklist (CAADA-DASH RIC). This is a domestic violence risk assessment tool
- Working with Perpetrators of Domestic Violence
- Immigration and Domestic Violence

For information and to book a place on SIP courses please contact **Hilary Francis** on [dvpt@islington.gov.uk](mailto:dvpt@islington.gov.uk) or **020 7527 3232**.

## Venue Information

<p><b>Municipal Offices</b> 222 Upper Street London N1 1XR Tel: 020 7527 2000</p> <p><b>Nearest tubes:</b> Highbury and Islington (Victoria Line), Angel (Northern Line)</p> <p><b>Buses:</b> 4, 19, 30, 43, 271, 277 &amp; 393</p>
<p><b>Laycock Centre</b> Laycock Street London N1 1TH Tel: 020 7527 5520</p> <p><b>Nearest tubes:</b> Highbury and Islington (Victoria Line)</p> <p><b>Buses:</b> 4, 19, 30, 43, 271, 277 &amp; 393</p>
<p><b>3 Elwood Street</b> London N5 1EB Tel: 020 7527 7000</p> <p><b>Nearest tubes:</b> Arsenal (Piccadilly Line), Finsbury Park (Victoria and Piccadilly Lines), Highbury and Islington (Victoria Line)</p> <p><b>Buses:</b> 4, 19, 236</p>



## Application Form

- This PDF form can be completed on your computer
- If you choose to complete this form by hand please **PRINT CLEARLY**
- The form must then be returned to the course administrator
- Use a separate form for each event
- **Please ensure this form is fully completed so that we can process your application.**



<b>Name of course or seminar</b>	
<b>Date of course</b>	

### YOUR DETAILS

<b>Name</b>		
<b>Job title</b>		
<b>Organisation</b>		
<b>Team</b>		
<b>Address</b>		
<b>Contact number</b>		
<b>Email address</b>		

<b>Please confirm what levels of training you have previously undertaken (please tick all relevant boxes)</b>											
Level 1	<input type="checkbox"/>	Level 2	<input type="checkbox"/>	Level 3	<input type="checkbox"/>	Level 4	<input type="checkbox"/>	Level 5	<input type="checkbox"/>	Level 6	<input type="checkbox"/>
<b>Requirements needed to attend e.g. access needs / special assistance (please specify)</b>											

### MANAGER'S RECOMMENDATION

<b>Manager's name</b>		
<b>Contact number</b>		
<b>Email address</b>		
<b>Budget code (for internal staff only)</b>		

<b>Please check this box to verify that line management has approved this application and agreed to this staff member being released to attend this event</b>		
<b>Date</b>		

### DETAILS ABOUT YOUR ORGANISATION

<b>Type of organisation</b>	Statutory	Independent / Private	Voluntary
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<b>Service area</b>	<b>Please tick the service area most relevant to your work (one box only)</b>		
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<b>Islington Council Children's Services</b>	Children's Social Care	Young People's Division	Early Years
	Strategy and Commissioning	Building Schools for the Future	

<b>Islington Council Housing and Adult Social Services</b>	Housing	Adult Social Care	Community Services
	Mental Health Services	Strategy and Commissioning	

<b>Islington Council other</b>	Environment and Regeneration	Corporate Resources
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<b>Education</b>	Non-School Based	School Based	University or College
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<b>Health</b>	Hospital	Community Based Services
	Mental Health	Independent Contractors

<b>Voluntary, Independent/Private</b>	Adult Services	Children's Social Care	Early Years
	Faith Group	Housing	Legal
	Police	Prison	Probation
	Sport and Leisure	Young People	

### EQUAL OPPORTUNITIES AND DIVERSITY MONITORING

Islington Children and Families Partnership is striving to be an excellent service provider and we want to ensure that our services meet the needs and expectations of the community we serve. To this end, the following non-compulsory questions have been developed and we ask that you respond to them as you feel appropriate. Please be assured that your answers will be treated in strict confidence.

<b>Age</b>	16-19	20-29	30-39	40-49	50-59	60+	Prefer no to say
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<b>Gender</b>	Male	Female	Transgender	Prefer not to say
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<b>Sexuality</b>	Asexual	Bisexual	Heterosexual	Homosexual	Prefer not to say
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<b>Ethnicity</b>	Asian	Bangladeshi	Black Caribbean
	Black Somali	Black African	Black Other

Chinese		Kurdish		Mixed	
Turkish		Turkish Cypriot		White British	
		White Other		Prefer not to say	
		Other (please specify)			

<b>Religion</b>	Buddhist		Christian		Hindu	
	Jewish		Muslim		Pagan	
	Rastafarian		Sikh		No religion or belief	
	Prefer not to say		Other (please specify)			

<b>Do you consider yourself to have an impairment or to be disabled?</b>	Yes		No	
			Prefer no to say	

Islington Children’s Trust will handle the information you have provided in line with the provisions of the Data Protection Act. Any personal information will be held in confidence with only the necessary people able to see or use it. Under the Data Protection Act you have the right to make a formal request in writing for access to personal data held about you.

Islington has a duty under the Children Act 2004 to work with partners to deliver and improve services to children and young people in the area. Therefore Islington may also use this information for other legitimate purposes and may share this information where necessary with other bodies responsible for administering services to children and young people.

For more detailed information please contact the course coordinator.

<b>I have read and understand the information handling policy which is detailed above</b>		
<b>I confirm that the details supplied on this form are correct</b>		
<b>Date</b>		

If you have completed this form on your computer, please save the file and add it as an attachment in an email to:

[maria.gilby@islington.gov.uk](mailto:maria.gilby@islington.gov.uk)

If you have chosen to print this form and complete it by hand please post it to:

**Maria Gilby**  
**ISCB**  
**3 Elwood Street**  
**London N5 1EB**

For all enquiries and assistance in completing this form please contact Maria Gilby, Islington Safeguarding Children Board, on **020 7527 4234**

**ISLINGTON SAFEGUARDING CHILDREN BOARD**  
**3 Elwood Street, London N5 1EB**  
**[www.islingtonscb.org.uk](http://www.islingtonscb.org.uk)**