



## An introduction to Safeguarding Children in the public sector context



**"Working Together to Safeguard Children 2006"** emphasises the need for a skilled and knowledgeable workforce to work with children and families to protect and promote the welfare of children and young people. This includes a comprehensive understanding of the processes, principles, roles and responsibilities outlined in both national guidance & local safeguarding children board procedures. Training is recognised as the primary mechanism through which this can be achieved. This course is designed to give participants an opportunity to review their understanding of the nature and impact of child abuse and neglect. It also aims to give participants a comprehensive overview of roles and responsibilities within the safeguarding procedures.

This is a Level 2 course appropriate for all staff from statutory, voluntary, private and independent agencies that regularly come into contact with children and/or their families as part of their work. It is also suitable for those who have designated child protection responsibility and may be required to give advice to others. Operational managers and those with strategic responsibility for safeguarding children may also find the course useful.

### VENUES & DATES

**Birmingham** 9<sup>th</sup> June  
**London** 21<sup>st</sup> April  
**Manchester** 10<sup>th</sup> March

**£175 + vat** (Lunch and refreshments included)

### OUR SPEAKERS

**Gill Eaton** is a social worker with 20 years experience of working with children and families in a statutory setting. **Rebecca Laity** is an experienced social worker with wide experience of working with children and families in a statutory setting.

Both Gill and Rebecca currently work for a large West Yorkshire metropolitan authority. They also work closely with and offer advice to staff from statutory & voluntary agencies who work with children.

### WHAT IS THE COURSE ABOUT?

This course aims to develop an understanding of child abuse, how to identify it, and what to do next. By the end of the course participants should:

- Be aware of the signs and symptoms of child abuse and neglect.
- Know what to do if they are concerned about a child or young person.
- Know what happens when concerns are passed to a safeguarding team in social care
- Have a basic knowledge of Local Safeguarding Children Board Procedures and national guidance.

### IN HOUSE TRAINING

Act Now speakers can deliver customised in house training at your premises on all aspects of child protection law as well as Islam and Muslims and Effective Presentation Skills. The courses can be a full day e.g. for inset days and conferences, or shorter briefings e.g. for governor meetings. Please contact us for details.

### PROGRAMME – 10.00am to 4.00pm

- Statutory background of child protection work
- Signs and symptoms of abuse and an understanding of the complexities of child abuse
- Roles and responsibilities within safeguarding systems including a common understanding of key terms, definitions and thresholds for action.
- When and how to use local Safeguarding Children Board Procedures
- Components of an effective referral
- What happens following a referral to a local safeguarding team in social care and their continuing involvement in the process
- Issues relating to effective communication, information sharing, and working partnerships between agencies, children and their carers.
- How and where the Common Assessment Framework (CAF) fits in to the safeguarding process

### THIS COURSE IS COMPLIANT WITH THE:

- Children's Workforce Development Council (CWDC)
- Induction Standards for Children's Services
- The Common Core of Skills and Knowledge for the Children's Workforce
- Safeguarding Children and Young People: Roles and Competencies for Health Care Staff

### WHO SHOULD ATTEND?

Anyone who comes into contact with children and families as part of their work particularly staff working in:

- Schools
- Hospitals
- Public health agencies
- Charities
- Emergency Services

## Child Protection and Child Care Law for Schools with Alex Gledhill

**Birmingham** 20<sup>th</sup> May      **Gloucester** 28<sup>th</sup> April      **London** 18<sup>th</sup> March | 16<sup>th</sup> September  
**Bradford** 2<sup>nd</sup> November      **Newcastle** 30<sup>th</sup> June      **Manchester** 28<sup>th</sup> January | 30<sup>th</sup> September

### The law relating to children in the school environment

Head teachers, governors and school staff often find themselves in situations that require at least a basic working knowledge of Child Protection/Child Care law both in relation to disputes between parents and in the context of Child Protection. This practical workshop, full of case studies and real life examples, will guide you through the main provisions of the Children Act 1989 and the relevant provisions of the Children and Adoption Act 2004. Over a thousand teachers throughout the UK have attended this course.

## Data Protection & Freedom of Information for Schools with Paul Simpkins

**Birmingham** 24<sup>th</sup> June      **Gloucester** 17<sup>th</sup> June      **London** 27<sup>th</sup> April | 12<sup>th</sup> October  
**Bradford** 4<sup>th</sup> November      **Newcastle** 8<sup>th</sup> July      **Manchester** 25<sup>th</sup> February | 9<sup>th</sup> December

### A half day guide to DPA and FOI for schools and colleges (£99 + vat)

Both the **Data Protection Act (DPA)** and the **Freedom of Information Act (FOI)** place obligations on schools to protect and give access to information. The importance of DPA has been emphasised by recent media stories about background checks on school visitors and CCTV in schools. An understanding of FOI is essential as more schools become the subject of information requests and complaints to the Information Commissioner.

## School Exclusions with Sarah Bell

**London** 22<sup>nd</sup> March      **Manchester** 27<sup>th</sup> September

### The legal and practical aspects of the school exclusion process

School Exclusions can be successfully challenged if the process has not been properly followed by the school or the case has been poorly presented to the Independent Appeal Panel. This course will examine the exclusion process, highlight the key statutory guidance and legislative requirements, and give practical advice on how an exclusion case should be presented to the Governors' Pupil Discipline Committee and to the Independent Appeal Panel.

## BOOKING FORM

**COURSE** \_\_\_\_\_

**VENUE & DATE** \_\_\_\_\_

**NAME** \_\_\_\_\_

**DEPARTMENT** \_\_\_\_\_

**ORGANISATION** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**POST CODE** \_\_\_\_\_

**TELEPHONE** \_\_\_\_\_

**EMAIL** \_\_\_\_\_

**PURCHASE ORDER NUMBER** \_\_\_\_\_

**INVOICE ADDRESS** \_\_\_\_\_

**POST CODE** \_\_\_\_\_

**Post** 64 Bradford Road, Dewsbury, West Yorkshire, WF13 2DU

**Telephone** 01924 451 054

**Fax** 01924 451 129

**Online** [www.actnow.org.uk/booking](http://www.actnow.org.uk/booking)

**Cancellation Policy:** Cancellations must be in writing and will only be accepted 30 calendar days before the event no matter when you booked your place. After this date the full fee is payable. Your booking cannot be transferred to another course. Substitute delegates are welcome at any time without any additional charge.

**Fee:** The fee is inclusive of refreshments, lunch and course documentation. Overnight accommodation is not included.

**Booking Conditions:** You will receive an invoice and venue details by post within a few working days. If you are booking within 7 days of the event we recommend you contact us to check your booking has been received. We reserve the right to cancel the event or change the venue or speakers due to circumstances beyond our control.

**Disabilities & Special Needs:** If you have any specific requirements please notify us and we will be happy to make reasonable adjustments.

**Data Protection:** We will use your information for administering your attendance at Act Now training courses and to keep you informed of future Act Now events. If you do not want us to do this please let us know. We do not share your details with any other organisation. A full privacy policy can be read on our website.