



LEARNING & DEVELOPEMENT STRATEGY

Working together to achieve the best for children, young people and families

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VISION

Argyll & Bute Child Protection Committee (A&B CPC) are committed to delivering a high quality multi-agency training programme which ensures the workforce have the necessary knowledge, skills and qualifications to perform their work well, and achieve the best possible outcomes for children, young people and families.

Whether staff or volunteers have limited or extensive involvement with children and young people, the aim is always to ensure that skills are up-to-date and fit for purpose. This includes being alert to the signs that children may need help or protection, knowing what steps to take and demonstrating what action has been taken to ensure children get the help they need, when they need it.

Individual agencies are responsible for ensuring their staff are confident and competent to carry out their roles and child protection responsibilities. Our Interagency training programme is designed to compliment training available to staff in their single agency or professional settings through supporting the development of practitioner knowledge and skills and in turn improve outcomes for children and young people.

A&B CPC Learning & Development Strategy is driven, directed and overseen by Argyll & Bute Child Protection Committee and is aimed at supporting people in different workforce groups to:

- Achieve shared understanding of the tasks, processes, roles and responsibilities and local arrangements for protecting children and promoting their well-being.
- Continue to improve communication between professionals including common understanding of key terms, definitions and thresholds for action.
- Ensure sound decision-making based on information sharing, thorough assessment, critical analysis and outcome focused planning.

A&B CPC LEARNING & DEVELOPMENT SUB GROUP ROLE & REMIT

The Learning & Development Group is responsible for overseeing the development and delivery A&B CPC's multi-agency Learning & Development Strategy and training programme. All training is designed with the following principles in mind:

- A Multi-agency setting to help staff and volunteers understand each other's roles, procedures and operations and share practice perspectives and experiences which can help improve outcomes for service users.

- A child centred focus incorporating and promoting children’s rights and ensuring children’s welfare is paramount. Any information or practice issues arising during training that suggests a child may be at risk, will be followed up to ensure the safety of children is assured. This may include discussions during training if appropriate to do so, or followed up after training with individual participants and/or their managers.
- Promoting partnerships with parents and recognising families strengths in responding to the needs of children
- A commitment to challenging discrimination and promoting equality. This includes promoting that all people, including children and young people, must be treated with respect regardless of race, gender, age, disability, sexual orientation, religious faith or belief. Any discriminatory remarks, attitudes or actions picked up during training, whether direct or indirect, will be appropriately challenged in a professional manner.
- A commitment to delivering high quality training, quality assured through a monitoring and evaluation framework and reporting to A&BCPC. Close working relations with Argyll & Bute Council procurement and purchasing team ensures external training requirements are purchased in accordance with procurements regulations and council standing order, to ensure best value (price and quality) is always achieved.

MEMBERSHIP

Membership is made up of representatives from:

- CPC multi-agency training co-ordinator
- CPC lead officer for child protection
- Children & Families Social work
- A&B Council Education
- Police Scotland
- A&B Alcohol & Drug Partnership
- NHS Highland

MONITORING & EVALUATION FRAMEWORK

Evaluation is an important part of knowing how well the training programme is enhancing practice, promoting professional competence and confidence and ultimately, helping to keep children and young people safe. The training programme is monitored and evaluated by the Learning & Development Group using the evaluation framework below.

Success relies on partners taking an active role in supporting the transfer of learning into practice and feeding back findings from internal audit and review processes.

<p>STAGE 1 Learning</p>	<p>STAGE 2 Transfer of learning into practice</p>	<p>STAGE 3 Impact of training Supporting improvements in practice and outcomes for children and young people.</p>
<p>L&D group responsibilities By asking those who attended what they think including <i>were the learning outcomes met</i> using evaluation feedback sheets at the end of course delivery</p> <p>Staff responsibilities By following up on any course requirements and reporting back /sharing learning with colleagues and teams.</p>	<p>L&D group responsibilities By emailing out post training evaluations to measure how attendance has affected practice and better protected children.</p> <p>Staff and managers responsibilities By reflecting on learning in CPD/PPD, supervision and auditing processes to consider how learning has transferred into practice and improved outcomes for children, in line with single agency frameworks for continuous learning.</p>	<p>L&D group responsibilities Analysing findings from evaluation processes and reporting improvements to A&B CPC</p> <p>A&B CPC responsibilities Identifying practice improvements as part of strategic and operational self-evaluation processes</p> <p>Single agencies responsibilities Evidence of learning and development from auditing and review processes e.g reference to specific tools written in case files.</p>

HOW TO KNOW WHAT TRAINING TO ATTEND

All people working or volunteering with children will require different skill sets and knowledge in child protection depending on their role, responsibilities and level of contact with children and their families.

The National Framework for Child Protection Learning & Development in Scotland 2012 is designed to help individuals and the people who oversee their PDR/CPD/PDP, identify the core child protection competences, knowledge and skills required depending on the job they do. The

Framework identifies three ‘workforce groups’ and most people will find that their job role fits broadly into one of these three categories which are outlined in the chart below.

A&B CPC training programme aligns with the National Framework. Further information to help you identify which child protection courses you should attend is on our website under ‘How do I know what training to attend’ section <http://www.argyll-bute.gov.uk/social-care-and-health/child-protection-training-levels>.

<p align="center">THE GENERAL CONTACT WORKFORCE RECOGNISING & RESPONDING</p>	<p align="center">THE SPECIFIC CONTACT WORKFORCE ASSESSMENT & INTERVENTION</p>	<p align="center">THE INTENSIVE CONTACT WORKFORCE INTENSIVE SUPPORT, ADVANCED PRACTICE & MANAGEMENT</p>
<p>Those who, as part of their job are likely to come into contact with children, young people and other family members.</p> <p>The frequency of the contact will vary, but these workers will not usually be involved in any in-depth personal work with them, or have an in-depth knowledge of their circumstances.</p> <p>Workers in the General Contact Workforce need to have the confidence and awareness to recognise when a child or young person may be in need of protection, and know how to respond.</p>	<p>Those who carry out direct or regular work with children, young people and their parents/carers, and form more in-depth relationships with them.</p> <p>Contact may take place in the home or other setting (e.g. Office, school, community facility etc). These workers may be asked to contribute to the risk assessment and risk management process and may be providing ongoing support.</p> <p>In addition to the skills of the General Contact Workforce these workers require additional competencies, knowledge and skills to reflect the nature of involvement with children & young people, including protecting and promoting their well-being and contributing to identifying and implementing potential interventions.</p>	<p>Those who have specific designated responsibility for child protection issues as part of their role e.g. Linked into their post, where they are the Named Person or Lead Professional, and/or those involved in undertaking child protection investigations or working with complex cases.</p> <p>This group will have fulfilled all relevant learning and developments of The General and The Specific Contact Workforce and also require a thorough understanding of managing / working together to protect and meet the needs of children and young people</p>

TRAINING BOOKING POLICY

All interagency training information and courses are listed on the training section of A&B Child Protection Committee website: www.argyll-bute.gov.uk/abcpc. In addition we send out email notifications of new courses and training dates. If you would like your contact details added to our circulation lists please email cpctraining@argyll-bute.gov.uk

E-learning

A range of e-learning modules are available for people who prefer this style of learning or those who are unable or waiting to attend face to face training. They can be accessed from the training section of A&B Child Protection Committee website include the following subject:

- Protecting Children
- Female genital mutilation
- Child sexual abuse awareness raising
- Child sexual abuse – working with adult survivors
- Resilience matrix – a working explanation of the tool
- Getting It Right For Every Child
- Chairing child planning meetings

Booking a place on training:

Training places must be booked in advance either from the training calendar <https://www.argyll-bute.gov.uk/childrens-services-training> or email cpctraining@argyll-bute.gov.uk.

Training should be discussed with line managers prior to application and individuals and managers should ensure the training level and content of the course meets their learning and development requirements. Applicants must provide their name, job title, workplace and full contact details when applying for training. Applicants will be sent an email approximately 2 weeks before the training confirming their place and course details. If this isn't received it's important to get in touch as there may be time or venue changes applicants need to know about.

Cancellation Policy:

Our interagency training programme is free. Those unable to attend must advise us in advance either to CPCtraining@argyll-bute.gov.uk or on 01546 604167 as a £30 administration fee applies to all those who fail to attend without notice.