



**One Workforce
Safeguarding/Integrated Working
Training Brochure
Islington's Children's Partnership
September 2011 - July 2012**



Duncombe Primary School



Islington's Voluntary, Community
and Faith Sector Organisations



Whittington Health 

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Foreword: Eleanor Schooling, Corporate Director Children's Services

Dear Colleagues,

Islington Children's Services is committed to being a learning organisation through the way that we work and the commitment we ask of all our staff.

This is the third 'One Workforce' annual training programme that has been compiled for Children's Services. It reflects the needs of our services in the drive to ensure children get the best possible start in life, the best outcomes from universal services, and help and support when they need it most. Our aim is to make sure we narrow the gap with children and young people's outcomes nationally, and a focus on the actual outcome for individuals remains our highest priority and reason for doing what we do.

Over the forthcoming year there will be a number of changes to the way we work with children and families of least through the new Family Outreach Support Service that is the main development through the Community Budget. This training programme aims to make sure that you have the appropriate opportunities to complete relevant training that will enhance what you are already doing. For new staff there is an induction programme, that you will also be aware of.

Children's Services have a commitment to making sure staff also have opportunities to shadow colleagues in other areas of work, and to explore taking up training for new professional skills and qualifications so that our workforce can be prepared for being flexible as the way we work continues to change. If you are interested you should have a discussion with your manager and find flexible ways of going about this activity. It will not appear as a formal opportunity in our brochure, nevertheless there is a commitment to making this happen wherever it is possible.

Yours sincerely



Eleanor Schooling
Corporate Director, Children's Services

Introduction

The training courses in this brochure have been developed in partnership with the Islington Safeguarding Children Board. They are for all staff and volunteers working in Islington who have contact with children and families. Training events are free of charge unless otherwise stated.

The Common Core

The Common Core sets out the basic skills and knowledge needed by all staff and volunteers whose work brings them into regular contact with children, young people and families.

The skills and knowledge are described under the following headings:

- Effective communication and engagement with children, young people and families
- Child and young person development
- Safeguarding and promoting the welfare of the child or young person
- Supporting transitions
- Multi-agency and integrated working and information sharing

Training events are colour coded by the most relevant Common Core category.

Safeguarding/Child Protection Training Pathways

The knowledge and skill 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.

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. Each course lists the corresponding Training Groups at which the training is aimed.

Identify Your Group and Safeguarding Training Pathway

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	✓					
Group 2 should undergo training at each level ticked	✓	✓				
Group 3 should undergo training at each level ticked	✓	✓	✓			

Groups	Level of Training Required					
	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
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.

STAFF GROUPS	
GROUP 1	GROUP 2
<p>Group 1 are staff and volunteers with limited contact with children, young people and/or parents/carers.</p> <p>Group 1 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>Examples of who should be included:</p> <ul style="list-style-type: none"> • Back-office staff (e.g. may use databases and systems but no direct contact with children and families) • Benefits Workers • Community Advice Centre Staff • Environmental Health Officers • GP Receptionists • Estates Officers • Housing Officers • Hospital Support Staff (with no direct contact with children and families) • Librarians • Recreation Assistants • School Cleaners • School/Centre Catering Staff • School Reception • School Technical Staff • Street Wardens • Uniformed and Non-specialist Police Officers 	<p>Group 2 are staff and volunteers who work regularly with children and young people and with adults who are parents/carers</p> <p>Group 2 has considerable professional and organisational responsibility for safeguarding and promoting children's and young people's welfare</p> <p>Group 2 need the skills and knowledge to respond appropriately to Group 1 staff/volunteers, that may approach them with concerns about a child's welfare.</p> <p>Examples of who should be included:</p> <ul style="list-style-type: none"> • Audiologists • Childminders • Children's Centre Staff • Children's Community Nurses • Counsellors • Dentists • Designated Housing Officers and Housing Officer Managers • Disability Specialists • District Nurses • Educational Psychologists • Educational Support Staff • Hospital Nurses (A&E, Paediatric Nurses) • Learning Mentors • Lunchtime Supervisors • Nurse Practitioners • Parenting Support Workers • Playgroup Workers • Play Provider Workers • Practice Nurses

	<ul style="list-style-type: none"> • Probation Officers • Pupil Support and Welfare • Pupil Chaperones • Refuge Staff • Residential Workers • Sexual Health Staff • Speech and Language Therapists • Sports Development Officers • Sports Club Welfare Officers • Substance Misuse Staff • Teachers • Teaching Assistants
GROUP 3	GROUP 4
<p>Group 3 are staff who work predominantly with children, young people and/or their parents/carers. 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>Group 3 cont. Examples of who should be included:</p> <ul style="list-style-type: none"> • Social Workers • CAIT (Child Abuse Investigation Team) Police Officers • CAMHS • Community Psychiatric Nurses • Designated Child Protection Officers (in any setting) • Educational Welfare Officers • Family Support Workers • Family Centre Staff • Foster Carers • GP's • Health Visitors • HR Business Partners • Home Start • Hospital Ward Staff designated by service • Mental Health Social Workers • Midwives • Neonatal Nurses • Paediatricians • Paediatric Therapists • Physiotherapists • Residential Workers (children's) • School Nurses • Sexual Health Advisors • Solicitors • Speech and Language Therapists • Sports Club Welfare Officers • Supervisors and Managers of the above front line staff • Youth Workers 	<p>Group 4 are professional advisors, named and designated officers.</p>
	GROUP 5
	<p>Group 5 are Operational Managers of Groups 1 – 4.</p> <p>Examples of who should be included:</p> <ul style="list-style-type: none"> • Operational Managers at all levels including: • Practice Supervisors • Front line Managers

GROUP 6	
	<p>Group 6 are members of the ISCB including:</p> <ul style="list-style-type: none"> • Independent Chairs • Board Members • Members of Sub-groups <p>Group 6 also includes Senior Managers responsible for the strategic management of services.</p>

Integrated Working

We are changing the way we deliver our Integrated Working courses in the coming year. The Level One – Module 1: Introduction to Integrated Working is now the only mandatory course for all front line practitioners. The Level One – Module 2: Introduction to Integrated Working (eCAF) or an equivalent bespoke course will be mandatory for those practitioners requiring an eCAF log-in.

Bespoke Training on Integrated Working

We offer bespoke training delivered in local areas and settings. These can be arranged according to training needs in agencies and can cover any of the following modules or related training needs:

- Thresholds
- eCAF

For more information please contact iwp@islington.gov.uk.

The following members of the Organisational Development team are creating Practice Development packages in specific areas. For more information please contact them directly or email: iwp@islington.gov.uk

Charisse Monero is an Integrated Working Practice and Partnership Coordinator.

Charisse leads on the Team around the School and Team around the Child/CAF interface in Primary and Secondary Schools, Pupil Referral Units (PRUs) and Higher Education.

Charisse is the Integrated Organisational Development lead for the following pathways:

- Young people who are not in education, employment or training (NEET)
- Children who are persistently absent from school
- Children in or being referred to Pupil Referral Units (PRUs)/ or being educated in alternative provisions
- Children at risk of exclusion from school

charisse.monero@islington.gov.uk, 020 7527 2977

Michelle Virdi is an Integrated Working Practice and Partnership Coordinator.

Michelle leads on Integrated Working in Young People's Division, and the voluntary sector. She is also responsible for the further development of the Quality Assurance systems for the CAF process.

Michelle is also leading on the following pathways:

- Children at risk of anti-social behaviour
- Children who have experienced domestic violence
- Teenage parents or those who are pregnant

Michelle also leads on the development of safeguarding training.

michelle.virdi@islington.gov.uk, 020 7527 5595

Jae Watson is an Integrated Working Practice and Partnership Coordinator.

Jae leads on the framework for the role of the Lead Professional in Islington. Jae is involved in the development of a consistent integrated supervision model for the children's workforce.

Jae is also leading the following CAF pathways:

- Young Carers
- Children suffering poor outcomes through their own or parental alcohol or substance misuse
- Children suffering poor outcomes as a result of health difficulties
- Children with additional needs who do not meet the threshold for statutory social care

jae.watson@islington.gov.uk, 020 7527 1844

Jan Elkin is the Training and Development Co-ordinator for the Information, Advice and Guidance Service (Connexions).

Jan leads on training in information, advice and guidance and provides training on interview skills, group work and supporting young people's career decision making.

Jan is a qualified NVQ assessor experienced in several NVQ qualifications including Advice and Guidance and Careers Information Advice and Guidance.

jan.elkin@islington.gov.uk, 020 7527 8707

The Workforce Development leads for Children's Social Care are **Mary Day** and **Heidi Rossetter**.

For more information on Social Care training, please contact Mary Day.

mary.day@islington.gov.uk 020 7527 2761

For all early years staff and/or registered volunteers delivering the Early Years Foundation Stage further CPD and information on additional training can be found via the following links:
<http://www.islington.gov.uk/eyfs>

For further information please contact EYFST administrator, **Julian Dorling**:

Julian.dorling@islington.gov.uk, *020 7527 5953*

Course Co-ordinators/ Administrators

If you have any queries regarding the information in this directory please contact the appropriate course co-ordinator/administrator:

<p>Angela Jenkins Integrated Working/Social Care Course Administrator PDC, 2nd Floor, Laycock St, N1 1TH Tel No: 07826 904196 Fax No:020 7527 5547 Email: angela.jenkins@islington.gov.uk</p>	<p>Sam Hill Integrated Working & SRE Course Administrator PDC, 2nd Floor, Laycock St, N1 1TH Tel No: 020 7527 5529 Fax No:020 7527 5547 Email: sam.hill@islington.gov.uk</p>
<p>Maria Gilby ISCB Course Co-ordinator 3 Elwood St, London N5 1EB Tel No: 020 7527 4234 Email: maria.gilby@islington.gov.uk</p>	<p>Alice Lundsten Youth Mental Health First Aid Course Administrator Rethink 89 Albert Embankment London, SE1 7TP Tel No: 020 7840 3086 Email: Alice.Lundsten@rethink.org Web: www.rethink.org/IslingtonMHFA</p>
<p>Megan Jarvie Child Poverty: Everybody's Business Course Co-ordinator G10, Town Hall, Upper St, London, N1 2UD Tel No: 020 7527 8410 Email: megan.jarvie@islington.gov.uk</p>	<p>Philip Boye-Anawomah Volunteer Brokerage Officer Volunteer and the Law course co-ordinator Voluntary Action Islington 200a Pentonville Road, London N1 9JP Tel No: 020 7832 5833 Email: philip.boyeanawomah@vai.org.uk</p>
<p>Dr Nayab Khan Brook Project Co-ordinator Come Correct C-Card Distribution Scheme Tel No: 07830 235 636 Email: nayab.khan@brook.org.uk</p>	<p>Ashlee Mulimba Supporting Lifestyle Behaviour Change Course Co-ordinator Whittington Health 338-346 Goswell Rd, London, EC1V 7LQ Tel No: 0203 316 1337 Fax No: 020 7527 1412 Email: Ashlee.Mulimba@islingtonpct.nhs.uk</p>
<p>Caroline Berrill Apprenticeships, Careers Choice, Careers Education Group Work, Careers Interview, and Employability and Job Readiness Course Co-ordinator PDC, 2nd Floor, Laycock St, N1 1TH Tel No: 0207 527 7027 Email: caroline.berrill@islington.gov.uk</p>	

Booking Information

All Islington council workers who are on the system and want to apply for the training must do so via MyHR on izzi.

All non Islington Council workers, and Islington Council workers who do not have access to izzi must apply for a training event by completing the Application Form situated at the back of this brochure, and returning it to the appropriate course co-ordinator/administrator listed on page 10. Please ensure that your manager completes the relevant sections on the form.

If you have a place on the training event you will receive a confirmation email. This will be sent at least 7 days before the training event date. If you need earlier confirmation 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.

We strongly request that you arrive in good time for the start of the programme. Latecomers may not be admitted. It is disruptive to other participants and the facilitators when participants straggle in. We would like you to gain as much as possible from our programme and have an enjoyable experience.

Cancellation

You must give at least 3 working days notice if you are unable to attend a training event. We need to know in advance if you cannot attend so that we can offer your place to someone else. If it is possible to find a replacement from your agency, if the course is relevant to them, please inform us of the change. Because of the limited number of places on training events non-attendance without substitution or notification will be reported to your manager and you will be charged.

If numbers are insufficient through late cancellations or non attendance on the day we may on occasions have to cancel a course. If this happens we will try to reschedule.

Charge for Course Non-Attendance

Information for course participants and managers

We traditionally offer all of our courses for free to ensure that everyone can attend. In an era of increasing pressure on public spending we are unable to justify costs incurred for places on our courses that are not taken up due to non-attendance.

As a result, we will now be billing organisations a minimum of £50.00 if their staff / volunteers do not turn up for courses or give sufficient notice of cancelling their place. Please ensure that you / your staff attend the course when you / they have signed up for it.

Alphabetical List of Courses

Common Core category (Colour coded)

- Effective communication and engagement with children, young people and families
- Child and young person development
- Safeguarding and promoting the welfare of the child or young person
- Supporting transitions
- Multi-agency and integrated working & information sharing

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Common Core category (Colour coded)

- Effective communication and engagement with children, young people and families
- Child and young person development
- Safeguarding and promoting the welfare of the child or young person
- Supporting transitions
- Multi-agency and integrated working and Information sharing

Course Title	Page
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Course Information

Apprenticeships – What? Where? How?

Who is this conference for?

This conference is for professionals working with young people including:

- Teachers
- Youth Workers
- Learning Mentors
- Teaching Assistants
- Advice Workers
- Connexions/IAG Advisers

Aims:

To help you understand national and local Apprenticeships – Islington, London and beyond!

Representatives including the **National Apprenticeship Scheme** and **Islington Council** will be presenting at this conference.

Learning Outcomes:

By the end of the training you will know:

- What Apprenticeships are available both nationally and locally
- The purpose and benefits of Apprenticeships to young people
- How to support a young person who wants to get an Apprenticeship and how they should apply

Organiser: Jan Elkin, Training and Development Co-ordinator

Trainers: Representatives from the National Apprenticeship Scheme and Islington Council staff.

Dates: 5 October 2011

Time: 1.30pm – 4.30pm (To be confirmed)

Venue: To be confirmed

Cost: Free

For further information about this conference please contact Jan Elkin:

Jan.elkin@islington.gov.uk

Course Administrator: Caroline Berrill

Attachment, Trauma and Healing

Who is this course for?

This course is for all practitioners who work directly with children and parents or carers.

Aims:

This one-day course looks at attachment theory and provides strategies for practitioners working with children and families where there are attachment issues.

Learning Outcomes:

- Describe how trauma and neglect affects brain development and attachment
- Understanding insecure attachment and its causes
- Identify and use strategies to promote positive attachment between parents/ carers and children

Trainer: Mary Corrigan

Dates:

20 October 2011

9 March 2012

Time: 9.30am – 4.30pm

Venue: Laycock Street PDC

Cost: Free

Course Co-ordinator: Angela Jenkins

Careers Choice Introduction to Theories

Who is this course for?

This course is for those working with young people including:

- Youth Workers
- Teachers
- Learning Mentors
- Advice Workers
- Connexions/IAG advisers

Aims:

To give you an overview of the theories of career choice which you can apply to your work and help you understand the influences on young people's career choices.

Learning Outcomes:

By the end of the workshop you will be able to:

- Understand why theories of career choice are useful
- Be able to apply the 4 main categories of theories to your own developing career
- Identify ways that you can incorporate the theory into your own practice
- Clarify other training and support you may be able to access

Trainer: Jan Elkin Training and Development
Co-ordinator

Dates:

19 October 2011
9 February 2012

Time: 1.30pm – 4.30pm

Venue: To be confirmed

Cost: Free

For further information about this course please contact Jan Elkin: Jan.elkin@islington.gov.uk

Course Administrator: Caroline Berrill

Careers Education Group Work

Who is this course for?

This course is for professionals working with young people including:

- Youth Workers
- Learning Mentors
- Teaching Assistants
- Advice Workers
- Connexions/IAG Advisers

This course is also useful as a refresher for those who have done some group work skills training. We will look at generic group work skills but we will also look at relevant careers resources.

Aims:

To help you understand some of the basic principles of delivering group work.

Learning Outcomes:

By the end of the training you will be able to understand:

- How to plan an effective group work
- Key skills in delivering group work
- Roles that individuals play in groups
- Where to find materials to deliver group work which relates to careers education

Trainer: Jan Elkin, Training and Development
Co-ordinator

Date: 12 October 2011

Time: 9.30am – 4.30pm

Venue: To be confirmed

Cost: Free

For further information about this course please contact Jan Elkin: Jan.elkin@islington.gov.uk

Course Administrator: Caroline Berrill

Careers Interviews - Introduction

Who is this course for?

This course is for those working with young people including:

- Youth Workers
- Teachers
- Learning Mentors
- Advice Workers
- Connexions/IAG Advisers

This course is also useful as a refresher for those who have done some interview skills training already.

Aims:

To help you develop effective one to one skills, understand what relevant questions to ask and help young people identify a plan of action.

Learning Outcomes:

By the end of the training you will be able to:

- Name the 3 main stages of an interview
- Explain the purpose of an agenda
- Identify 5 key skills that you need to use when interviewing
- Describe ways of helping young people achieve their goals
- Clarify other training and support you may be able to access

Trainer: Jan Elkin, Training and Development Co-ordinator

Dates:

21 September 2011
16 November 2011
25 January 2012
21 March 2012

Time: 9.30am – 4.30pm

Venue: To be confirmed

Cost: Free

For further information about this course please contact Jan Elkin: Jan.elkin@islington.gov.uk

Course Administrator: Caroline Berrill

Child Development

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) who want to know more about child development.

Aims:

This one-day course provides a good introduction to the key elements of child development from early years to older children and young people.

Learning Outcomes:

- Examine ages and stages of child development and how to apply this information to working with children
- Explore the concept of resilience
- Understand the impact of trauma on brain development and the importance of attachment

Trainer: Rahana Hussain

Dates:

7 October 2011
7 February 2012

Time: 9.30am – 4.30pm

Venue: Laycock Street PDC

Cost: Free

Course Administrator: Angela Jenkins



Child Protection Introduction: e-Learning - Level 1

Who is this course for?

- All new staff or volunteers
- Existing staff or volunteers who will have contact with children, young people or their families either as part of their role or as their primary responsibility

Aims:

- To develop awareness to the basics of child protection and safeguarding

Learning Outcomes:

- Recognising and reporting abuse.

How to access the e-learning package

Contact Maria Gilby in the first instance.

Child Poverty: Everybody's Business

Who is this course for?

This course is for anyone who works with parents.

Aims:

To raise awareness of child poverty in Islington, and the role everyone has to reduce child poverty.

To raise awareness of relevant services in the borough and how to refer parents to them.

Learning Outcomes:

- To understand the benefits for the family of parents entering education, employment or training and identify the barriers to this
- Know the key services in the borough that can support families out of poverty and how to make referrals to them
- Be able to talk to parents about returning to education, employment or training

Trainer:

Megan Jarvie, Service Improvement Officer, Regeneration, Strategy and Partnerships

Date: 8 November 2011

Time: 9.30am – 12.30pm

Venue: To be confirmed.

Cost: Free

Course Co-ordinator: For further information about this course and further dates contact Megan Jarvie on 020 7527 8410, megan.jarvie@islington.gov.uk

Come Correct C-Card Stakeholder Professional Development Event

Who is this event for?

This quarterly meeting brings together Come Correct C-Card trained professionals from the range of organisations registered as Easy Access Points. As most EAPs are in youth services the stakeholder events provide a good opportunity to consult with colleagues working in similar settings as well as health professionals based in contraceptive & sexual health clinics.

Aims:

To enable professionals to raise practice issues, consult colleagues on best practice when working with young people, refresh and update information on STI's and contraception plus provide additional training as required. Safeguarding when working with under 16s is addressed at all stakeholder events. It is a platform for networking and sharing knowledge and ideas for improving the existing C-Card provision.

Trainer: Dr Nayab Khan, Islington Come Correct C-Card Coordinator

Dates/times: To be confirmed

Venue: To be confirmed

Cost: Free

Course Co-ordinator: For further information about this course please contact Dr Nayab Khan, Islington Come Correct C-Card Coordinator via email: nayab.khan@brook.org.uk

Criteria: *The event is only for people who are registered C-card practitioners.*

Come Correct C-Card Training

Who is this course for?

Any practitioner working with young people aged 13-21 who wants to provide condoms and sexual health information to the young people they work with. Participants must have completed Level 1 SRE. It is also recommended that people undertake the Level 2 SRE either before or after becoming C-Card trained as they will gain a broader understanding of sexual health promotion with young people.

Participants have to attend full two-days to be a registered distributor.

Aims:

This two-day course enables professionals working with young people to distribute condoms as part of the Islington Come Correct scheme. At the end of the training participants will have an understanding of the importance of the scheme in preventing STI's and teenage pregnancy and will have explored how they can incorporate sexual health and distributing condoms within their current roles.

Learning Outcomes:

At the end of the training participants will:

- Be able to develop an understanding on the importance of SRE for young people
- Be able to identify factors causing increase in STIs & teenage pregnancy
- Have gained knowledge & understanding of sexual health issues related to young people i.e contraceptives, STIs, sex & law and unwanted TP
- Learn to do condom teach with target audience
- Be able to communicate with young people about sexual health, contraception, exploring values & attitudes
- Explore their own value and attitudes around sex and relationships
- Able to participate in the delivery of C-Card scheme within their roles

This training will build on the knowledge and skills acquired from the Level 2 SRE.

Trainer: Dr Nayab Khan, Islington Come Correct C-Card Coordinator

Dates:

4 and 6 October 2011
6 and 8 December 2011
7 and 9 February 2012

Times: 9.30am – 4.30pm

Venue: To be confirmed

Cost: Free

Course Administrator: Sam Hill



Domestic Violence and Safeguarding/Child Protection - Level 3

Who is this course for?

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

Aims:

To raise participants' awareness of the:

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

Learning Outcomes:

- Able to identify signs and symptoms in a child who is living with DV
- Able to use Barnardo's DV matrix
- Able to identify the ways that DV can impact on the non abusers' parenting ability
- Knowledge of referral routes to support women and children affected by DV
- Design a checklist of best practice indicators in relation to safeguarding children affected by DV

Trainers:

Lesley Weber, Specialist DV Social Worker, Islington Children's Services

Tracy Liu, Specialist DV Social Worker, Islington Children's Services

Date: 7 March 2012

Time: 9.30am – 4.30pm

Venue: Laycock Street PDC

Cost: Free

Course Co-ordinator: Maria Gilby

Employability and Job Readiness

Who is this course for?

This course is for those working with young people including:

- Youth Workers
- Teachers
- Learning Mentors
- Advice Workers
- Connexions/IAG Advisers

Aims: To give you an overview of the current labour market and what employers are looking for at entry level jobs.

Learning Outcomes:

By the end of the training you will be able to:

- Identify job areas that are growing and falling
- 3 key skills that employers looking for to fill "entry level" jobs
- Understand the impact of the recession on the job market for young people
- Define what is meant by the term 'job ready'?
- Explain what sort of training and interventions can help young people find work
- Understand where to find labour market and careers information which you can recommend to others
- Clarify other training and support you may be able to access

Trainers: Jan Elkin Training and Development Co-ordinator

Dates:

3 November 2011

2 February 2012

Time: 1.30pm – 4.30pm

Venue: To be confirmed

Cost: Free

For further information about this course please contact Jan Elkin: Jan.elkin@islington.gov.uk

Course Administrator: Caroline Berrill

Integrated Working Level 1 - Module 1 Introduction

Who is this course for?

If you work with children, young people, families and/or parents in Islington, this half-day course is for you. It provides a valuable introduction to Integrated Working and is essential preparation for using eCAF; being a member of a Team Around the Child meeting or taking on the role of Lead Professional.

Aims:

This module aims to introduce the context and tools of integrated working, including the Common Assessment Framework.

It will give practitioners an understanding of the way in which integrated working supports children, young people and families in universal, targeted and specialist settings.

Learning Outcomes:

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

- Identify the tools of integrated working
- List at least three benefits of early intervention and prevention for the child/young person/family
- Describe when to initiate a CAF to support a child or young person
- Distinguish between thresholds and levels of needs in relation to safeguarding and child protection

Trainers: Jae Watson, Charisse Monero, Georgina Liveras and Michelle Virdi

Dates:

28 September 2011
13 October 2011
3 November 2011
23 November 2011
13 December 2011
10 January 2012
27 January 2012
7 February 2012
28 February 2012
14 March 2012

Time: 9.30am – 12.30pm

Venue: Laycock Street PDC

Cost: Free

Course Administrator: Sam Hill

Integrated Working (eCAF) Level 1 – Module 2 Introduction

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.

Aims:

This module 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 module, 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
- Complete the consent and preparation stage of the eCAF
- Demonstrate how to request and grant read only access to an eCAF
- Demonstrate how to request a contribution to an eCAF

Prerequisites:

Participants will need to have completed the Level One: Module 1: Introduction to Integrated Working or a previous Introduction to Integrated Working course before attending this module.

Trainers: Jae Watson, Charisse Monero, Georgina Liveras and Michelle Viridi

Dates:

28 September 2011
13 October 2011
3 November 2011
23 November 2011
13 December 2011

10 January 2012
27 January 2012
7 February 2012
28 February 2012
14 March 2012

Time: 1.30 – 4.30pm

Venue: Laycock Street PDC

Cost: Free

Course Administrator: Sam Hill

Integrated Working – Level 2

Who is this course for?

Have you attended the Level 1 Introduction to Integrated Working and eCAF course? Are you currently involved in a CAF or TAC meeting? Are you a Lead Professional or likely to be in the future? If so, then this course is for you.

Aims:

This course aims to support practitioners in exploring and consolidating their existing knowledge and experience.

It will provide an opportunity to develop and refine your skills in:

- Assessment and analysis using the eCAF system
- Engaging families and professionals in the Team Around the Child process in the role of Lead Professional
- Co-ordinating services

Learning Outcomes:

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

- Describe how to manage the complexities of the Lead Professional role
- Evaluate how to plan a family friendly TAC meeting, managing disputes and issues around consent
- Describe the 'step up/step down' CAF process
- Demonstrate how to create a 'New Version' on the eCAF system
- Demonstrate how to assign a new Lead professional
- Demonstrate using eCAF to access services
- Demonstrate eCAF closure and an awareness of the issues around closure

Prerequisites:

Participants will need to have completed Level One: Modules 1 (Introduction to Integrated Working and 2 (Integrated Working (eCAF)), or equivalent before attending this course.

Trainers:

Charisse Monero, Georgina Liveras, Jae Watson and Michelle Virdi

Dates:

1 November 2011
17 November 2011
9 December 2011
25 January 2012
23 February 2012
9 March 2012

Time: 9.30am – 4.30pm

Venue: Laycock Street PDC

Cost: Free

Course Administrator: Sam Hill

Lead Professional Forum

Who is the Forum for?

Lead Professionals and anyone involved in a CAF or Team around the Child (TAC).

Aims:

The Forum is an opportunity to have lively discussions around Integrated Working, inspired by guest speakers and hot topics. You will have a chance to share your knowledge and receive support as well as shape the role of the Lead Professional and the Integrated Working agenda in Islington.

Learning Outcomes:

The Forum will give you the opportunity to:

- Evaluate the Lead Professional role in Islington
- Make suggestions for change in practice
- Shape the Integrated Working agenda

Trainers: Jae Watson and Children's Services colleagues

Dates:

27 September 2011
30 November 2011
24 January 2012
6 March 2012

Time: 1.00pm – 4.00pm

Venue: Laycock Street PDC

Cost: Free

To learn more about the forum please contact Jae Watson via email jae.watson@islington.gov.uk

Course Administrator: Angela Jenkins

Lifestyle Behaviour Change

Who is the course for?

Health and social care staff who work with adults living in Islington.

Aims:

This experiential training is based on the principles of Motivational Interviewing (MI) and Goal Setting. This training will work towards developing the skills that will enhance client - practitioner interactions by building confidence and skills of practitioners to raise unhealthy lifestyle topics and motivate and facilitate lifestyle behaviour change.

This training has been developed to support you as practitioners in putting health promotion at the centre of all that we do in Islington. This is in line with the government's white paper Healthy Lives, Healthy People (DoH, 2010) and supports the Health Promotion Training element of Transforming Community Services Community Indicators for Quality Improvement.

Learning Outcomes:

- To know the basic health promotion messages on smoking, healthy eating, physical activity and alcohol consumption
- To explore why knowledge alone does not change behaviour and beliefs and values that can help or hinder change
- To develop skills and strategies in managing resistance to change
- To know the principles of Motivational Interviewing and how to put them into practice
- To facilitate healthy behaviour changes through building confidence, goal setting and action planning

Date: 9 September 2011

Time: 9.30am – 5.00pm

Venue: National Children's Bureau

Cost: Free

To Book: If you would like more information on this training please contact Ashlee Mulimba via email Ashlee.Mulimba@islingtonpct.nhs.uk or 0203 316 1337.

Course Co-ordinator: Ashlee Mulimba



Managing Staff Working with Child Protection Cases - Level 5

Who is this course for?

Group 5 – All staff who:

- Are operational managers at all levels including practice supervisors and front line managers
- Have completed Levels 1, 2, 3 & 4 single or multi-agency training

Aims:

To develop skills, knowledge and ability to manage staff working with child protection cases.

Learning Outcomes:

The manager understands their role in supervising, supporting and monitoring the actions of staff working with child protection cases, particularly regarding:

- Supervising child protection cases
- Managing performance to promote effective inter-agency practice
- Discharging responsibilities under child protection plans
- Contributing to decisions regarding risk
- Challenging decisions where there is disagreement
- Co-work on complex tasks, e.g. joint enquiries and investigations
- Section 11 expectations, roles and responsibilities. The individual promotes their agency contribution to the multi-agency safeguarding processes
- Promote their agency contribution to the work of the ISCB
- Specialist training to undertake key management and/or supervisory roles
- Knowing legal and organisational frameworks, including levels of accountability of decision making in other agencies

Trainers:

Mary Day, Workforce Development, Islington Children's Services

Jae Watson, Workforce Development, Islington Children's Services

Dates	Venue
12 October 2011	Islington Training & Employment Network
16 May 2012	Laycock Street PDC

Time: 9.30am – 4.30pm

Cost: Free

Course Co-ordinator: Maria Gilby

Mental Health First Aid - Youth



Mental Health & Safeguarding/Child Protection - Level 3

Who is this course for?

Youth Mental Health First Aid is aimed at people who live with, work with or support young people (aged 11-18), available to anyone who works, studies, volunteers or lives in Islington.

An Adult Mental Health First Aid course is also available. Dates and details can be found on the website www.rethink.org/IslingtonMHFA

Aims:

MHFA is a 12 hour national training programme and runs over two-days. The first aid for physical injuries teaches people how to give initial care until medical treatment is accessed, and MHFA does the same for someone experiencing mental ill health. However, in teaching people how to give initial care, the course also helps to dispel the fears people often have when they come across someone they suspect is experiencing mental ill health or is in distress.

Learning Outcomes:

- Comfort someone with a mental health problem
- Help to stop a mental health problem becoming more serious
- Preserve life where a person may be a danger to themselves or others
- Promote the recovery of good mental health
- Raise awareness of mental health issues in the community
- Reduce stigma and discrimination about mental health

Dates: 6 & 7 September 2011
26 & 27 September 2011
22 & 23 November 2011
8 & 9 December 2011

Time: 9.30am – 5.00pm

Cost: Free

To book: For additional dates, times and venue details as well as to learn more about this course and apply online please visit www.rethink.org/IslingtonMHFA or to obtain a paper application form please contact Alice Lundsten, Learning and Young People's Team Administrator for Rethink on 020 7840 3086.

Who is this course for?

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

Aims:

- Raise awareness about parental mental health problems and its impact on parenting
- Look at the impact on children of parents/carers with mental health difficulties and ways to minimise it
- Develop effective intervention skills to reduce risk and harm

Learning Outcomes:

- Knowledge of some of the mental health problems parents experience
- Skills in risk assessment for children where there are concerns about their quality of care
- Intervention skills with families to reduce risk of harm

Trainers:

Tim Djavit, Child Protection Co-ordinator, Islington Children's Services

Jackie Drury, Director, Camden & Islington Foundation Trust (mental health)

Date: 31 January 2012

Time: 9.30am – 1.30pm

Venue: Laycock Street PDC

Cost: Free

Course Co-ordinator: Maria Gilby



Named / Designated Child Protection Person – Role and Responsibilities - Level 4

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

Aims:

To look at the role and responsibilities named / designated child protection officers need to fulfil.

Learning Outcomes:

Professional advisor / named or designated lead understands their role and responsibilities as in terms of:

- Offering guidance and advice to colleagues in respect of appropriate levels of intervention when a concern about a child arises
- Ensuring that appropriate action is taken whenever thresholds are crossed
- Providing advice/support to colleagues where there are unresolved disagreements, disputes or conflict with other agencies
- Ensuring that their agency responds appropriately to concerns and allegations regarding children within their families
- The employee understands the thresholds for intervention and the duty to refer to Children's Social Care

Trainers:

Michelle Viridi, Workforce Development, Islington Children's Services

Jennifer Savage, Assistant Head at Moreland Children's Centre and Finsbury Children's Centre Social Worker, Islington Children's Services

Sudeshni Singaperoumal, Early Years' Training Officer, Early Years Foundation Team, Islington Children's Services

Date: 28 November 2011

Time: 9.30am – 4.30pm

Venue: Laycock Street PDC

Cost: Free

Course Co-ordinator: Maria Gilby



Neglect - Level 3

Who is this course for?

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

Aims:

As neglect often goes unnoticed and is often not seen as having a serious impact on the child, the aim is to raise awareness of the:

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

Learning Outcomes:

- Identify and assess neglect
- Identify the short and long term effects of neglect on the child's development, particularly in relation to their ability to form secure attachments
- Approaches of working with children who are neglected
- Strategies for keeping focused on the neglected child

Trainers:

Sarah Pepper, Child Protection Co-ordinator, Islington Children's Services

Tony Wheeler, Consultant Paediatrician, Designated Doctor for Child Protection, Whittington Health

Date: 21 February 2012

Time: 9.30am – 4.30pm

Venue: Laycock Street PDC

Cost: Free

Course Co-ordinator: Maria Gilby

Recruitment Guidelines – Good and Safer Practice

Who is this course for?

All organisations in England that work with or provide services for children and families have a duty to protect their welfare. If you recruit paid staff or volunteers into the children and families workforce then you should take the safer recruitment training.

Aims:

The Children's Workforce Development Council (CWDC) has a free online safer recruitment training package. It covers:

- What is abuse?
- Recruitment processes
- How to manage allegations

It can be accessed on the CWDC website. You will need to create an account to access the training. You will need to follow the links on the website to do this:

<http://www.cwdcouncil.org.uk/safeguarding/safer-recruitment>



Safeguarding / Child Protection – Foundation Course - Level 2

Who is this course for?

Group 2 - All staff and volunteers who:

- Work regularly with children and young people and with 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 training

Aims:

To introduce the basic concepts of child abuse and safeguarding / child protection to multi-agency groups.

Learning Outcomes:

- Competence and confidence in recognising abuse, sharing concerns and carrying out the duty to safeguard all Islington children and young people
- Knowledge of legislation and guidance
- Local safeguarding children procedures
- Recognising the possible signs of abuse and neglect
- Recording guidance about observations and concerns, distinguishing between observation, fact and opinion.
- Thresholds (or levels of need) and knowing when to act
- Awareness of who within the organisation should be contacted regarding any concern about a child's safety or welfare (including who to contact if that person is unavailable)
- Information about how to check other professionals' involvement and actions in a given case
- Procedures for reporting concerns about a colleague's behaviour
- When and how to contribute to/use the Common Assessment Framework
- Awareness of information sharing protocols
- The impact of parenting issues, such as domestic abuse, substance misuse, on parenting capacity
- Factors that impact on the vulnerability of children, including disability

- Recognising the importance of family history and functioning
- Working with fathers
- Lessons learned from Serious Case Reviews

Trainers:

Ann Stuart, Safeguarding Development Consultant, Cambridge Education@Islington

Michelle Viridi, Workforce Development, Islington Children's Services

Jae Watson, Workforce Development, Islington Children's Services

Plus trainers from Islington Children's Services

Please note that this is a two day course and attendance is required on both days

Dates	Venue
22 & 23 September 2011	Laycock St PDC Conference room
3 & 4 October 2011	Laycock St PDC Conference room
12 & 19 November 2011	Laycock St PDC Conference room
6 & 7 December 2011	Laycock St PDC Conference room
19 & 20 January 2012	Laycock St PDC Conference room
7 & 8 February 2012	Laycock St PDC Conference room
20 & 21 March 2012	Laycock St PDC Conference room
24 & 25 April 2012	Laycock St PDC Conference room
10 & 11 May 2012	Laycock St PDC Conference room
19 & 20 June 2012	Laycock St PDC Conference room

Time: 9.30am – 4.30pm

Cost: Free

Course Co-ordinator: Maria Gilby



Safeguarding / Child Protection - Level 3 and Refresher

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

Aims:

To refresh / update safeguarding / child protection knowledge to multi-agency groups.

Learning Outcomes:

- Latest changes in legislation/guidance
- Processes involved in S47 enquiries; roles, responsibilities and collaborative practice
- Able to take emergency action
- Able to present child protection concerns in a child protection conference
- Ability to maintain professional engagement with families where there are child protection concerns
- Ability to gather a full social history in partnership with parents, carers and colleagues
- Working with children and family members, including addressing lack of co-operation and superficial compliance within the context of role
- Ability to contribute to serious case reviews or equivalent process
- Managing disagreements or conflict with other organisations

Trainers:

Michelle Viridi, Workforce Development, Islington Children's Services

Jae Watson, Workforce Development, Islington Children's Services

Plus trainers from Islington Children's Services

Dates	Venue
19 October 2011	Laycock St PDC Conference room
24 November 2011	Laycock St PDC Conference room
2 March 2012	Laycock St PDC Conference room
29 May 2012	Laycock St PDC Conference room

Time: 9.30am – 4.30pm

Cost: Free

Course Co-ordinator: Maria Gilby

Sex and Relationships Education - Level One

Who is this course for?

This is a mandatory course for all staff employed by children and young people's services who either offer a frontline service to children and young people, or supervise staff who offer a direct service.* Commissioned services and other services working with young people are also encouraged to attend. The training provides the policy context for sex and relationship work with young people in Islington & is a requirement for doing SRE level 2 & C-Card training.

Aims:

This workshop gives participants an introduction to Islington's policy on young people, relationships and sexual health. Regardless of the setting we work in, all Islington practitioners can play a role in supporting young people with regards to relationships and sex.

Learning Outcomes:

By the end of the training participants will have:

- Been introduced to Islington's Sex and Relationship Education Policy
- Explored some key factors influencing teenage pregnancy
- Discussed the roles and responsibilities of professionals working with young people in relation to sex and relationships with reference to Fraser Guidelines
- Identified how young people might access support, including signposting to local contraceptive and sexual health services

Trainer: Steve Gray

Dates:

20 September 2011
6 October 2011
9 November 2011
1 December 2011
28 February 2012
22 March 2012

Times:

AM Session: 9.30am - 12.30pm
PM Session: 1.30pm - 4.30pm

Venue: Laycock Street PDC

Cost: Free

Course Administrator: Sam Hill

*Schools are expected to provide an institutional rather than an individual response. This means that training at level one will not be compulsory for all teachers. Instead schools will want to consider who on the staff team is most appropriate to attend the training.

Sex and Relationships Education – Level Two

Who is this course for?

This course is for all supervisors of practitioners and for all practitioners who work with children or young people who want to learn more about sexual health and relationships.

All participants must have completed Level One training before attending Level Two.

Aims:

This workshop explores the ways we – as professionals working with young people – can provide support around sexual health and relationships. It examines our own values and attitudes, information sharing and the law, how we can communicate with young people around sex and relationships, and how we may help young people in specific circumstances.

Learning Outcomes:

By the end of the training participants will have:

- Explored values and attitudes in relation to young people, sexual health and personal relationships
- Identified basic information around the law and sex in Britain, relating to young people, contraception and abortion
- Practiced ways of talking with young people about sex and relationships
- Explored how we may help young people in specific circumstances around sex, relationships and sexual health

Trainer: Steve Gray

Dates:

29 September 2011
18 October 2011
22 November 2011
14 December 2011
26 January 2012
8 March 2012

Time: 9:30am - 4:30pm

Venue: Laycock Street PDC

Cost: Free

Course Administrator: Sam Hill



Substance Misuse and Safeguarding/Child Protection - Level 3

Who is this course for?

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

Aims:

- To raise awareness of:
 - Parental alcohol and drug use
 - The impact of parental alcohol and drug use on parenting and children
- To develop effective intervention skills to reduce risk and harm

Learning Outcomes:

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

Trainers:

Chris Arnold, Specialist Social Worker Parental Substance Misuse & Child Care, Islington Children's Services
Maria Cripps, Team Leader – Implementation Co-ordinator, Cranstoun-Milton Community Programmes

Date: 28 February 2012

Time: 9.30am – 1.30pm

Venue: To be confirmed

Cost: Free

Course Co-ordinator: Maria Gilby

Volunteering and the Law

Who is the course for?

Half day course open to voluntary and statutory organisations within Islington.

Aims:

This course is an introduction to the key volunteering legal issues. It will cover:

- Health and Safety
- Avoiding creating employment relationships with volunteers
- Criminal Record Checking
- Equality Act 2010
- Rules for benefits claimants, people from overseas and ex-offenders

Learning Outcomes:

- Gain an overview of the main legal volunteering topics
- Understand their legal responsibilities towards volunteers
- Learn how to express their relationship with volunteers without giving them employment status
- Understand where their organisations need to take steps to avoid legal problems

Date: 16 September 2011

Time: 9.30am – 12.30pm

Venue: Volunteer Centre, Voluntary Action Islington

Trainer: Mark Restall, Author of “Volunteers and the Law”.

Cost: The course cost is £30 but there are some limited free places for volunteers.

To Book: If you would like more information on this training and future dates please contact Philip Boye-Anawomah via email: philip.boyeanawomah@vai.org.uk

Training Calendar 2011/12 - Children Services Integrated Courses

September 2011

Date	Title of Course
6 & 7	Mental Health First Aid - Youth
9	Lifestyle Behaviour Change
16	Volunteering and the Law
20	Sex & Relationships Education Level 1
21	Careers Interviews - Introduction
22 & 23	Safeguarding/Child Protection – Foundation Course Level 2
26 & 27	Mental Health First Aid - Youth
27	Lead Professional Forum
28	Integrated Working Level 1 – Module 1 Introduction
28	Integrated Working (eCAF) Level 1 – Module 2 Introduction
29	Sex & Relationships Education Level 2

October 2011

3 & 4	Safeguarding/Child Protection – Foundation Course Level 2
4 & 6	Come Correct C-Card Training
5	Apprenticeships What? Where? How?
6	Sex & Relationships Education Level 1
7	Child Development
12	Careers Education Group Work
12	Managing Staff Working with Child Protection Cases Level 5
13	Integrated Working Level 1 – Module 1 Introduction
13	Integrated Working (eCAF) Level 1 – Module 2 Introduction
18	Sex & Relationships Education Level 2
19	Careers Choice – Introduction to Theories
19	Safeguarding/Child Protection Level 3 and Refresher
20	Attachment, Trauma and Healing

November 2011

1	Integrated Working Level 2
3	Employability and Job Readiness
3	Integrated Working Level 1 – Module 1 Introduction
3	Integrated Working (eCAF) Level 1 – Module 2 Introduction
8	Child Poverty: Everybody's Business
9	Sex & Relationships Education Level 1
12 & 19	Safeguarding/Child Protection – Foundation Course Level 2
16	Careers Interviews - Introduction
17	Integrated Working Level 2

22	Sex & Relationships Education Level 2
22 & 23	Mental Health First Aid - Youth
23	Integrated Working Level 1 – Module 1 Introduction
23	Integrated Working (eCAF) Level 1 – Module 2 Introduction
24	Safeguarding/Child Protection Level 3 and Refresher
28	Named/Designated Child Protection Person – Role and Responsibilities Level 4
30	Lead Professional Forum
December 2011	
Date	Title of Course
1	Sex & Relationships Education Level 1
6 & 8	Come Correct C-Card Training
6 & 7	Safeguarding/Child Protection – Foundation Course Level 2
8 & 9	Mental Health First Aid - Youth
9	Integrated Working Level 2
13	Integrated Working Level 1 – Module 1 Introduction
13	Integrated Working (eCAF) Level 1 – Module 2 Introduction
14	Sex & Relationships Education Level 2
January 2012	
Date	Title of Course
10	Integrated Working Level 1 – Module 1 Introduction
10	Integrated Working (eCAF) Level 1 – Module 2 Introduction
19 & 20	Safeguarding/Child Protection – Foundation Course Level 2
24	Lead Professional Forum
25	Careers Interviews - Introduction
25	Integrated Working Level 2
26	Sex & Relationships Education Level 2
27	Integrated Working Level 1 – Module 1 Introduction
27	Integrated Working (eCAF) Level 1 – Module 2 Introduction
31	Mental Health and Safeguarding/Child Protection Level 3
February 2012	
Date	Title of Course
2	Employability and Job Readiness
7	Child Development
7 & 9	Come Correct C-Card Training
7	Integrated Working Level 1 – Module 1 Introduction
7	Integrated Working (eCAF) Level 1 – Module 2 Introduction
7 & 8	Safeguarding/Child Protection – Foundation Course Level 2
9	Careers Choice – Introduction to Theories
21	Neglect – Level 3
23	Integrated Working Level 2

28	Integrated Working (eCAF) Level 1 – Module 2 Introduction
28	Sex & Relationships Education Level 1
28	Substance Misuse and Safeguarding/Child Protection – Level 3
March 2012	
2	Safeguarding/Child Protection Level 3 and Refresher
6	Lead Professional Forum
7	Domestic Violence and Safeguarding/Child Protection Level 3
8	Sex & Relationships Education Level 2
9	Attachment, Trauma and Healing
9	Integrated Working Level 2
14	Integrated Working Level 1 – Module 1 Introduction
14	Integrated Working (eCAF) Level 1 – Module 2 Introduction
20 & 21	Safeguarding/Child Protection – Foundation Course Level 2
21	Careers Interviews - Introduction
22	Sex & Relationships Education Level 1
April 2012	
24 & 25	Safeguarding/Child Protection – Foundation Course Level 2
May 2012	
Date	Title of Course
10 & 11	Safeguarding/Child Protection – Foundation Course Level 2
16	Managing Staff Working with Child Protection Cases Level 5
29	Safeguarding/Child Protection Level 3 and Refresher
June 2012	
Date	Title of Course
19 & 20	Safeguarding/Child Protection – Foundation Course Level 2

Venue Information

Islington Town Hall

Upper Street
London N1 2UD
Tel: 020 7527 3109

Nearest tubes: Highbury and Islington, (Victoria Line) Angel, Northern Line

Buses: 4, 19, 30, 43, 271, 277 & 393

Islington Training and Employment Network

3 Highbury Crescent
London N5 1RN
Tel: 020 7715 0300

Nearest tubes: Highbury & Islington (Victoria Line). LTEN is a two-minute walk from the station.

Buses: 4, 19, 30, 43, 271, 277 & 393

Laycock Street PDC (Professional Development Centre)

Laycock Street
London N1 1TH
Tel: 020 7527 5520

Nearest tubes: Highbury and Islington (Victoria Line)

Buses: 4, 19, 30, 43, 271, 277 & 393

Municipal Offices

222 Upper St
London N1 1XR
Tel: 020 7527 2000

Nearest tubes: Highbury and Islington (Victoria Line)

Buses: 4, 19, 30, 43, 271, 277 & 393

National Children's Bureau

8 Wakley Street
London EC1V 7QE
Tel: 020 7843 6000

Nearest tubes: Angel (Northern Line), City Branch

Buses: 4, 19, 30, 38, 43, 56, 73, 153, 205, 214, 243 & 274

Voluntary Action Islington

200a Pentonville Road
London N1 9JP
Tel: 020 7832 5800

Nearest tubes: King's Cross Station (Piccadilly, Circle, Victoria, Hammersmith and City, Northern and Metropolitan lines)

Buses: 30, 73, 214

Application Form

- If you choose to complete this form by hand please **PRINT CLEARLY**
- The form must then be returned to the course administrator/co-ordinator (details on page 10)
- Use a separate form for each event
- **Please ensure this form is fully completed so that we can process your application.**

Name of course or seminar	
Date of course	

YOUR DETAILS

Name		
Job title		
Organisation		
Team		
Address		
Contact number		
Email address		
Requirements needed to attend e.g. access needs / special assistance (please specify)		

MANAGER'S RECOMMENDATION

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

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		
Date		

DETAILS ABOUT YOUR ORGANISATION

Type of organisation	Statutory	Independent / Private	Voluntary
Service area	Please tick the service area most relevant to your work (one box only)		
Islington Council Children's Services	Children's Social Care	Young People's Division	Early Years
	Strategy and Commissioning	Building Schools for the Future	
Islington Council Housing and Adult Social Services	Housing	Adult Social Care	Community Services
	Mental Health Services	Strategy and Commissioning	
Islington Council other	Environment and Regeneration	Corporate Resources	
Education	Non-School Based	School Based	University or College
Health	Hospital	Community Based Services	
	Mental Health	Independent Contractors	
Voluntary, Independent/Private	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's 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.

Age	16-19	20-29	30-39	40-49	50-59	60 and over
Gender	Male	Female	Transgender			
Sexuality	Bisexual	Heterosexual	Gay	Lesbian	Prefer not to say	
Ethnicity	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			
	Other (please specify)					

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

Do you consider yourself to have an impairment or to be disabled?	Yes		No	
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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 listed in the One Workforce Training Brochure.

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

If you have completed this form on your computer, please save the file and add it as an attachment in an email or alternatively if you have chosen to print this form please complete it by hand and post it to the appropriate Course Administrator/Co-ordinator listed on page 10 ensuring all sections are complete.

For all enquiries and assistance in completing this form please contact the relevant Course Administrator/Co-ordinator.



THANK YOU DUNCOMBE PRIMARY SCHOOL FOR THE WONDERFUL DRAWING