



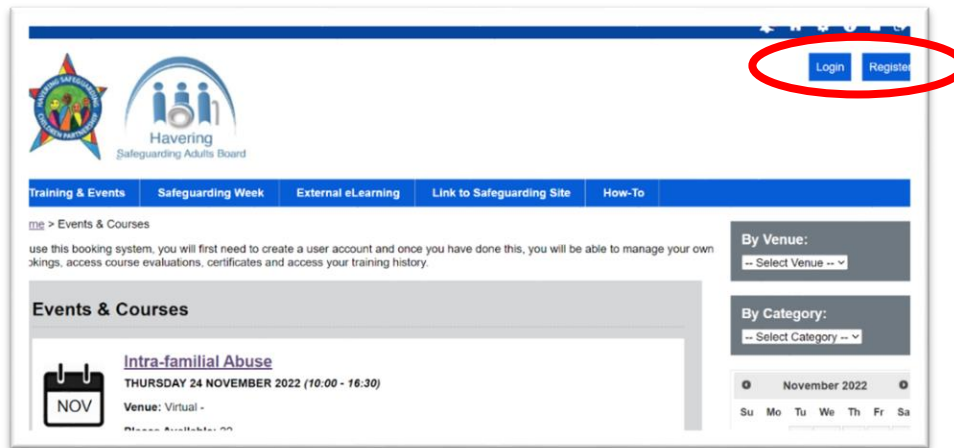
Training Guidance & FAQs for Delegates

Contacts:

Email: safeguardingpartnerships@haverling.gov.uk

Steps:

1. Create or login into your account via Phew to be able to register for training: [Multi-agency Safeguarding Training - Events and Courses](#)



2. Select training of interest

FAQS

How can I contact the organiser with any questions?
Please email safeguardingpartnerships@haverling.gov.uk with any queries.

What is the cancellation policy?
/

Places Available:
22

Booking:

Select delegates to book, you may book a maximum of 5.

Surname	First Name	Book
		<input type="checkbox"/>

By ticking this box, you are agreeing that your Line Manager has approved this training

[Book Now](#)



Training Expectation:

- Be on time
- Plan for Virtual Training as if it was a face-to-face session
- Be in an environment to concentrate on learning
- Have your camera and audio on so you can share in the learning, the trainer and other participants need to see and hear from you
- Full engagement and participation
- Any difficulties before, during and after the training, please email us

Training Cancellations:

HSCP and HSAB training is funded by the local Partnership agencies, and if you do not cancel within 1 week you will be charged £50, however if you have an urgent crisis, your situation will be considered on a case by case basis. The invoice will be sent to your line manager.

Low/no fill trainings will be rescheduled or cancelled with as much notice as possible, minimum 1 week.

Evaluations & Feedback

We ask delegates to complete a prior learning and post event evaluations. You must complete any outstanding evaluations in order to receive your certificate and book another training.

The screenshot shows the Phew! Learning Management System interface. At the top, there is a navigation menu with options: Events & Courses, eLearning Courses, Our Work, What We Do, and Why Us. Below the menu, the page title is "Evaluation for Example Event" and the instruction is "Please complete the evaluation form below". The form contains four questions, each with a radio button scale from "Strongly agree" to "Strongly disagree":

- Did the course meet its aim?
- Were the facilitators well-informed?
- Did the facilitators respond well to questions?
- Did you feel you were you able to fully contribute to the training session?



Certificates

Once you have attended the training, you will receive an email asking you to complete the evaluation. When you click the link and log into your account, select 'your history and booking' and follow the link to complete the evaluation for your certificate.

Home > Your history & bookings

Your History & Bookings

Welcome to your History & Bookings area where you can review and manage your past and current bookings with us.

Active Bookings

Information	Cancelled	Cancel	Actions
Example Event Prew - Prew Building 115, Bedford Technology Park, Thurleigh, MK44 2YS 30-10-2050 (10 - 12) Download Course Materials	No	Cancel	

Event History

Information	Attended	Cancelled	Certificate
Example Event Prew - Prew Building 115, Bedford Technology Park, Thurleigh, MK44 2YS 30-06-2021 (1 - 1) Download Course Materials	Yes	No	Complete Evaluation
Safeguarding Children Training Course In house / Internal - Prew Building 115, Bedford Technology Park, Thurleigh 06-05-2021 (09:00 - 12:00), 07-05-2021 (09:00 - 12:00)	No	No	

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Active Bookings

Information	Cancelled	Cancel	Actions
Example Event Prew - Prew Building 115, Bedford Technology Park, Thurleigh, MK44 2YS 30-10-2050 (10 - 12) Download Course Materials	No	Cancel	

Event History

Information	Attended	Cancelled	Certificate
Domestic Abuse Virtual - 04-10-2022 (09:30 - 13:30)	Yes	No	Download
Neglect Virtual - 14-10-2022 (09:30 - 13:30)	Yes	No	Download

By Venue:

By Category:

November 2022

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Training Levels & Suitability

The training is grouped around three sectors, adult safeguarding, children safeguarding and training for all. Within each sector training is then broken down into three levels:

Level 1	Staff in infrequent contact with service users, who may become aware of possible abuse or neglect or who require a basic understanding of safeguarding issues. Responsible for signposting whilst maintaining confidentiality and being able to follow procedure in any safeguarding incident Jobs roles may include: administrative and business support, receptionists, community centre staff, health and safety officers and volunteers.
Level 2	Those in regular contact or have a period of intense but irregular contact, with service users and may be in a position to identify concerns about maltreatment, abuse & neglect. These staff members have an increased number of responsibilities, this level of training should be levelled to provide them with the necessary skills needed to participate in a safeguarding enquiry and report and record their concerns to assist such enquiries. They will have insight and understanding of key legislation and how it has been shaped through the years. They should be able to effectively communicate with individuals at risk and have knowledge to signpost and report. Job roles may include: social workers, health workers, carers, teachers, sports coaches, managers in a care setting, employment advisors, welfare rights workers, rehabilitation workers, housing support officers and counsellors. YOT staff and staff in secure settings, disability specialists, faith groups, community groups, play workers and day centre staff & volunteers.
Level 3	Level 3 implies that the individual has an extremely active role in any safeguarding situation and requires the knowledge to help shape the policies & practice in their workplace. At this level those responsible will be able to contribute and manage safeguarding plans for individuals. Training should be appropriate for those who have a direct responsibility for investigating, reporting and recording any safeguarding concerns and be able to act as an effective advocate for a vulnerable child or adult and be able to confidently contribute to inter-agency assessments. Job roles may include: Social workers, care workers, doctors, GP, nurses and police officers, nursery managers, school nurses, mental health staff, safeguarding professionals, designated safeguarding leads and adult learning practitioners. Training needs are identified through learning from local, regional and national case reviews, as well through wider research, policy updates, and consultation with safeguarding leads across the partnership on emerging areas of priority.



FAQs

I would like to help provide safeguarding training/ I have ideas for new courses, who do I tell?

Email us.

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When does the face to face training begin again?

This will be dependent on levels of interest.

What if I have concerns for the training I receive?

Email us.