



**MON WORKFORCE
DEVELOPMENT**
WHERE YOU MATTER

**Learning & Development Handbook for Social Care & Health
Children's Services**



Course	Training Overview	Audience	Format for Delivery / Venue	Date	Time	Booking Link
Achieving best evidence (ABE)	<ul style="list-style-type: none"> To improve the skills of the interviewer so that they are able to conduct effective and professional interviews Model of ABE Interviewing Review of ABE Guidance Interview Planning & Preparation Dealing with Vulnerable Witnesses Understanding Rapport Questioning Structure Role of the Intermediaries Closing the interview Recording and Retaining all Material Post Interview Processes Evaluate own performance 	All Social Workers	Microsoft Teams	29 th September 2020 (1 Space available on 11 th September)	9.30am - 3.30pm	http://mcc-iis-01/coursebooking/courses.asp
All Wales Induction Framework (AWIF)	<ul style="list-style-type: none"> Section 1 Principles and Values of Health and Social Care 	Direct Care Staff	Online			https://socialcare.wales/learning-and-development/induction-for-health-and-social-care-awif
Autism Awareness	<ul style="list-style-type: none"> Improve awareness/knowledge and understanding of Autistic Spectrum Conditions (ASC) Identify and understand sensitivities, to understand the different behaviours that may occur and to consider ways to support positive lifestyles 	Social Care & Health Staff & Providers	Microsoft Teams	October 2020 - tbc		http://mcc-iis-01/coursebooking/courses.asp
Child Protection Conference Workshop	<ul style="list-style-type: none"> To understand the key purpose of child protection conferences and core groups 	All Social Workers	Microsoft Teams	22nd Oct 2020	10am - 12pm	http://mcc-iis-01/coursebooking/courses.asp



	<ul style="list-style-type: none"> To increase your understanding of the child protection conference, core group and the inter agency child protection process To clarify the roles and responsibilities of the child protection conference and core group members 					
Consolidation Workshop	<ul style="list-style-type: none"> Outline requirements of the consolidation programme for both candidates and assessor Discuss roles and responsibilities of the programme Consider supervision and mentoring requirements 	Consolidation Assessors & Candidates	Microsoft Teams	9 th September 2020	10am – 11.30am	http://mcc-iis-01/coursebooking/courses.asp
Coronavirus Awareness and Infection Control	<ul style="list-style-type: none"> Describe what is meant by infection control Identify relevant government legislation Recognise the causes and effects of coronavirus, including symptoms and management Know how to self-isolate Understand the chain of infection and how people are infected Describe the types of germs and infection Understand the need for infection control and HCAI management Understand how to wash your hands to WHO standard Understand how you can help to prevent the spread of coronavirus 	Social Care & Health Staff, Redeployed Staff & Providers	E-learning			Via Email: Dominiquedavies@monmouthshire.gov.uk
Court Advocacy Skills	<ul style="list-style-type: none"> Gain a basic overview of how the court system works Identify key skills of presenting effective evidence in court Outline court etiquette 	All Social Workers	Microsoft Teams	March 2021	10am-12pm	http://mcc-iis-01/coursebooking/courses.asp
Discharge of Care Orders	<ul style="list-style-type: none"> Explore when to discharge a Care Order Outline the process for discharging a Care Order Discuss use of a no contact order under S34(4) 	All Social Workers	tbc	15 th September 2020	tbc	http://mcc-iis-01/coursebooking/courses.asp



Paediatric Emergency First Aid	<ul style="list-style-type: none"> • Roles and responsibilities • Practical skills in CPR, Recovery Position, Choking, wounds & bleeding, AED • Other relevant medical emergencies 	Social Care Staff & Foster Carers	Toolkit Face to Face	tbc		https://www.monmouthshire.gov.uk/covid-19-resources/
Equality and diversity	<ul style="list-style-type: none"> • Define the terms equality & diversity, the benefits and key concepts of diversity together with its principles • The current legislative framework around equalities legislation • Positive action and why it is an important recruitment tool • The responsibilities regarding equality & diversity • Differentiate between an individual's rights and responsibilities in relation to equality and diversity • Values and beliefs that underpin human diversity • Prejudice and stereotyping resulting negative effects the factors upon which discrimination can be based and differentiate between direct and indirect discrimination • Definitions and examples of harassment and victimisation • Illustration of ways in which discrimination can be minimised and identify situations where it is acceptable • Acts of law that serve to maintain equality and ensure the acceptability of human diversity • Human rights depicted in the 1998 Human Rights Act 	All staff, Foster Carers & Providers	Microsoft Teams	tbc		
First Year in Practice: Introduction	<ul style="list-style-type: none"> • Introduction to your First Year in Practice • Transition from student to NQSW 	All newly qualified Social Workers	Microsoft Teams	3 rd September 2020	10 am – 12pm	http://mcc-iis-01/coursebooking/courses.asp



First Year in Practice: Reflective Practice / Writing	<ul style="list-style-type: none"> • Refresh on definitions and models of reflective practice • Consider the importance of reflective practice within work carried out • Consider the importance of reflexivity • Discuss Reflective writing and what that looks like 	All newly qualified Social Workers and social workers who require a refresher	Microsoft Teams	11 th November 2020	10am – 12pm	http://mcc-iis-01/coursebooking/courses.asp
First Year in Practice: Safeguarding Adults and Children	<ul style="list-style-type: none"> • Refresh your understanding of key legislation and procedural guidance underpinning child and adult protection • Know more about your Safeguarding Children Board and the rationale for child protection training and reviews • Understand categories of child and adult abuse and Identify the outcomes of possible abuse within the current social context and in line with government guidance • Understand how our values, beliefs and attitudes can influence our judgement in relation to child and adult protection. • To enable you to feel confident in your own role within safeguarding. • Know the child protection process from referral through to conference • Help develop your confidence in a safeguarding role • Demonstrate an understanding of roles and responsibilities within a multi-agency safeguarding context. 	All newly qualified Social Workers	Microsoft Teams	8 th September 2020	10am – 11.30am	http://mcc-iis-01/coursebooking/courses.asp
First Year in Practice: Stat Visits	<ul style="list-style-type: none"> • Consider the underpinning legislation of both Child Protection and Looked after children statutory visits • Explore the time scales that visits should be taken • Discuss the purpose and share good practice when undertaking statutory visits 	All newly qualified Social Workers	Microsoft Teams	10 th December 2020	10am – 12pm	http://mcc-iis-01/coursebooking/courses.asp



First Year in Practice: Supervision	<ul style="list-style-type: none"> Incorporating theory/research/legislation into supervision workshop 	All newly qualified Social Workers		8 th December 2020	10am – 12pm	http://mcc-iis-01/coursebooking/courses.asp
First Year in Practice: Theory Workshop	<ul style="list-style-type: none"> Consider why theory is important in practice Explore connections between theory and practice Use case examples to illustrate importance of theory 	All newly qualified Social Workers		February 2021	10am – 12pm	http://mcc-iis-01/coursebooking/courses.asp
GDPR	<ul style="list-style-type: none"> History of Data Protection The Principles of the GDPR The Rights of the Data Subject The obligations of the practitioner 	All staff	Induction Sway - to be completed within 1st week of employment			https://sway.office.com/HsJoIVB6B2dtuueN?ref=Link&loc=play
Mental Capacity Act / Best Interest Training	<ul style="list-style-type: none"> Review and enhance skills in assessing capacity and best interests under the Mental Capacity Act 2005 as a pre-cursor to the introduction of the Liberty Protection Safeguards Considers the meaning of restraint under the Act and examples in practice 	Social workers -integrated services, CLDT and MH	Microsoft Teams	23 rd & 30 th November 2020	9:30am - 12:30pm	http://mcc-iis-01/coursebooking/courses.asp
Outcome Focussed Practice Workshop		All Social Workers	Microsoft Teams	January 2021		http://mcc-iis-01/coursebooking/courses.asp
Peer Support Group		Practice Assessors, Onsite Supervisors		20 th January 2021	10am – 12pm	http://mcc-iis-01/coursebooking/courses.asp



Practice Assessor/Onsite Supervisor Workshop	<ul style="list-style-type: none"> • Consider the roles of onsite supervisor and practice assessors • Explore reflective supervision and how this can be developed • Think about the role and how you can support the development of others • Discuss constructive feedback 	Practice assessors & onsite supervisors	Microsoft Teams	11 th September 2020	10am – 12.30pm	http://mcc-iis-01/coursebooking/courses.asp
Pre-proceedings processes	<ul style="list-style-type: none"> • Discuss the scope and purpose of legal planning meetings • Examine threshold criteria for PLO • Outline the importance and contents of the pre-proceedings letter • Explore good practice and expectations within the PLO process 	All Social Workers	Microsoft Teams	10 th November 2020	10am-12pm	http://mcc-iis-01/coursebooking/courses.asp
Recording workshop	<ul style="list-style-type: none"> • Explore the importance of case recording • Consider what good outcome focused case recording should look like; • Sharing good practice in relation to case recording 	All Social Workers	Microsoft Teams	1 st Oct 2020	10am-12pm	http://mcc-iis-01/coursebooking/courses.asp
Record of My Life - A Regional Approach to Life Journey Work	<ul style="list-style-type: none"> • Staff will learn about the long term benefits of completing good quality Life Journey Work; • Staff will become familiar and better understand the Life Journey Work Framework and the Life Journey Good Practice Guide as devised by the National Adoption Service; • Staff will become confident in using the proposed Life Journey Work tool <u>A Record of My Life</u>; • Staff will better understand the role of each professional involved in the completion of Life Journey Work; • Professionals involved in completing Life Journey Work will better communicate and work together in order to achieve good quality pieces of work. 	Social Workers, Independent Reviewing Officers, Social Work Assistants, Contact Supervisors, Foster Carers and any other Children Services staff who are directly	Microsoft Teams	Can Choose - Tuesday, 8 th of September, 9:45-12:15 Tuesday, 22 nd of September, 13:45-16:15		Via email: Raluca.miklovits@blaenau-gwent.gov.uk



		involved in the Life Journey Work				
Risk Assessment	<ul style="list-style-type: none"> Consider the principles of assessment in practice Discuss the Concept of Risk Have an understanding of Monmouthshire's risk assessment framework and associated tools Review the key principles of the Framework Apply the framework to practice case examples 	Contact team, achieving change team, BASE		14 th September 2020 12 th October 2020 16 th November 2020	9.30am - 4.30pm	http://mcc-iis-01/coursebooking/courses.asp
Risk Assessment	<ul style="list-style-type: none"> Consider the principles of assessment in practice Discuss the Concept of Risk Have an understanding of Monmouthshire's risk assessment framework and associated tools Review the key principles of the Framework Apply the framework to practice case examples 	All Social Workers	Microsoft Teams	14 th , 25 th , November & 4 th December 2020	10am – 12pm	http://mcc-iis-01/coursebooking/courses.asp
Safeguarding Level 1	<ul style="list-style-type: none"> This level is required by everyone who comes into contact as part of their role with children, young people and adults at risk. 	Social Care & Health Staff & Providers	Sway			https://sway.office.com/vkWWeGWJ4dfByAp3?ref=Link&loc=play
Safeguarding Level 2	tbc					



Substance Misuse	<ul style="list-style-type: none"> To gain an understanding of Substance Misuse To gain knowledge of both legal and illegal substances To analyse models of Treatment 	Social Care & Health Staff & Providers	Microsoft Teams	9 th & 16 th November 2020 12 th February 2021	9:30 - 12:00 tbc	http://mcc-iis-01/coursebooking/courses.asp
Trauma Informed Attachment	Skills Development Sessions: <ul style="list-style-type: none"> SDS 1 06.01.21 SDS 2 10.02.21 SDS 3 10.03.21 SDS 4 14.04.21 SDS 5 05.05.21 SDS 6 09.06.21 	Early Help & Assessment and Family Support and Protection teams	Microsoft Teams	1st Cohort: 18 th & 19 th November 2020 2nd Cohort: 9 th and 10 th December 2020	1st Cohort's: 9.30am - 11.30am 2nd Cohort's: 1.00pm to 3.00pm	http://mcc-iis-01/coursebooking/courses.asp
Women and Gambling	<ul style="list-style-type: none"> Raising awareness of women who experience problematic gambling issues Upskilling workers so they can confidently identify subtle signs of problematic gambling early on and intervene through advice and referral 	Social Care & Health Staff & Providers	Microsoft Teams	9 th September 2020	9.45 am - 11.30 am	Via Email: Dominiquedavies@monmouthshire.gov.uk
Violence Against Women Domestic Abuse Sexual Violence (VAWDASV)	<ul style="list-style-type: none"> Violence against women, domestic abuse and sexual violence 	Social Care & Health Staff & Providers	E-learning			Please click HERE to be directed to instructions and link to ELearning.