



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)	 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	ТВС		Waiting for dates from Newport
Autism Awareness	 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 		Microsoft Teams	TBC		http://mcc-iis- 01/coursebooking/courses. asp
Child Protection Conference Workshop	 To understand the key purpose of child protection conferences and core groups 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 			October 2021		http://mcc-iis- 01/coursebooking/courses. asp



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Child Sexual Abuse: Awareness, Prevention, Assessment & Recovery	To express the state and material of similar sextage				9.30am – 4.30pm TBC	http://mcc-iis- 01/coursebooking/courses.a sp
Consolidation Workshop	 Outline requirements of the consolidation programme for both candidates and assessor Discuss roles and responsibilities of the programme Consider supervision and mentoring requirements 		Teams	September or October 2021		



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Coronavirus Awareness and Infection Control	 Identify relevant government legislation Recognise the causes and effects of coronavirus, including 	Social Care & Health Staff including Providers	E-learning			Via Email: socialservices.trainingadmin @monmouthshire.gov.uk
County Lines & Exploitation	is hosting an information session about County Lines and	Health Staff including	Teams	8 th April 2021 9 th April 2021 14 th April 2021	1pm – 2pm 11am – 12 noon 1pm – 2pm	County Lines and Exploitation Tickets, Multiple Dates Eventbrite



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Court Advocacy	 Drafting initial evidence for Court Drafting care plans Drafting risk assessments/critical analysis Difference between identifying of risk and findings of fact 		Microsoft Teams	16 th April 2021	1pm – 5pm	http://mcc-iis- 01/coursebooking/courses.a sp
Court Advocacy Skills	 Gain a basic overview of how the court system works Identify key skills of presenting effective evidence in court Outline court etiquette 		Microsoft Teams	15 th March 2021	10am-12 Noon	http://mcc-iis- 01/coursebooking/courses.a sp
Court Process & Practice Workshop	 Gain knowledge of the court process and an understanding of the roles of the different professionals Consider timescales for proceedings Explore a timeline of what needs to be completed and when Examine what a good statement and care plan entails 		Microsoft Teams	14 th June 2021	10am – 12 Noon	http://mcc-iis- 01/coursebooking/courses.a sp
Decision Making & Analysis Day 2 of 3	 Discuss the key concepts of analysis Have an understanding about the link between good analysis and decision making Consider Evidence based practice and the need for defensible decision making Have an understanding of SMARTER goals and outcome focussed care plans Opportunities to practice skills and consolidate learning throughout the day 		Microsoft Teams	21 st April 2021 Or 12 th November 2021	10.30 – 1pm	http://mcc-iis- 01/coursebooking/courses.a sp
Discharge of Care Orders	 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) 		Microsoft Teams	13 th September 2021	10am – 12 Noon	http://mcc-iis- 01/coursebooking/courses.a sp



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Emergency First Aid	emergency first aid. It will cover the methods of dealing with various first aid emergencies, such as choking, shock, or CPR. The main learning objectives of the course are as follows:	Social Care & Health Staff including Foster Carers & Providers	Via E-Learning			Via Email: socialservices.trainingadmin @monmouthshire.gov.uk
Emergency First Aid Paediatric	first aid box To understand action planning in an emergency To be aware of primary and secondary assessments	Social Care & Health Staff including Foster Carers & Providers	Via E-Learning			Via Email: socialservices.trainingadmin @monmouthshire.gov.uk



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Equality & Diversity	 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 	Social Care & Health Staff including Foster Carers & Providers	Microsoft Teams	TBC		http://mcc-iis- 01/coursebooking/courses.a sp
First Year in Practice: Direct Work Tools Workshop	 Consider the need to ensure the voice of the child is heard Discuss communication methods when working with children Be familiar with and have opportunities to work with a range of tools 	All newly Qualified Social Workers	Microsoft Teams	April 2021	10am – 12 Noon	http://mcc-iis- 01/coursebooking/courses.a sp
First Year in Practice: Introduction	 Introduction to your First Year in Practice Transition from student to NQSW 	All newly qualified Social Workers		September 2021		http://mcc-iis- 01/coursebooking/courses.a sp



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First Year in Practice: Portfolio Workshop	Discuss portfolio	All newly qualified Social Workers	Microsoft Teams	May 2021		http://mcc-iis- 01/coursebooking/courses.as p
First Year in Practice: Reflective Practice / Writing	 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			http://mcc-iis- 01/coursebooking/courses.as p
First Year in Practice: Review, Evaluation & Preparation for Consolidation	 Review Evaluate Preparation for Consolidation 	All newly qualified Social Workers	Microsoft Teams	July 2021		http://mcc-iis- 01/coursebooking/courses.as p
First Year in Practice: Safeguarding Adults and Children workbook	 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. 	All newly qualified Social Workers	Microsoft Teams	September 2021		http://mcc-iis- 01/coursebooking/courses.as p



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	 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 					
First Year in Practice: Stat Visits	 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	December 2021		http://mcc-iis- 01/coursebooking/courses.as p
First Year in Practice: Supervision	 Incorporating theory/research/legislation into supervision workshop 	All newly qualified Social Workers	Microsoft Teams	ТВС		http://mcc-iis- 01/coursebooking/courses.as <u>p</u>
First Year in Practice: Theory Workshop	 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	Microsoft Teams	ТВС		http://mcc-iis- 01/coursebooking/courses.as p
GDPR	 History of Data Protection The Principles of the GDPR The Rights of the Data Subject The obligations of the practitioner 	including	Induction Sway - to be completed within 1st week of employment			https://sway.office.com/HsJo IVB6B2dtuueN?ref=Link&loc =play



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Mental Capacity Act/Best Interest Training	 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	ТВС		http://mcc-iis- 01/coursebooking/courses.as p
Motivation to Change Workshop	 Understand the concept of motivation Understand the concept of intrinsic and external motivation Explore the theoretical evidence for how people change behaviour Be familiar with and have opportunities to work with the Tools -Cycle of change / Capacity to change / Decision Balance Sheet Make links with goal setting 	All Staff	Microsoft Teams	May 2021		http://mcc-iis- 01/coursebooking/courses.as p
Outcome Focussed Care Planning Day 3 of 3	 Connecting with internal motivators Encourage outcome focussed conversations Deepening reflective listening skills Exploring the importance of self-efficacy Practising the strategic use of questions 	All Social Workers	Microsoft Teams	-	2pm – 4.30pm	http://mcc-iis- 01/coursebooking/courses.as p
Outcome Focussed Practice Workshop	 Connecting with internal motivators Encourage outcome focussed conversations Deepening reflective listening skills Exploring the importance of self-efficacy 	All Social Workers	Microsoft Teams	ТВС		http://mcc-iis- 01/coursebooking/courses.as p



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Peer Support Group	discuss practice issues arising from work undertaken with	Practice Assessors, Onsite Supervisors	Microsoft Teams			http://mcc-iis- 01/coursebooking/courses.as p
Permanency Planning	 To raise awareness with workers of all the different options – ie across the Permanency spectrum - SGO, Connected Persons and mainstream fostering, adoption – where there is a change of care plan when PO is revoked – need to search not accept current placement as only option Child or young person's perspective – LJW and direct work with the child, wishes and feelings, placement planning and decision making visits, introductions. The process of assessing the different options to try to ensure permanency including the use of FGM's and involvement of independent support to birth parents. What needs to happen at each stage and for each particular care plan decision. Placement searching, how to complete good quality PRPF pro forma for permanency planning for fostering. Matching, risk assessments, FCs approval and requirements to assess permanent fostering. Robust systems for searching and matching. Contact issues-assessing frequency of contact arrangements for children in long term foster placements. These principles apply across permanency, not just long term fostering. How do we ensure that contact plans are child focused, all those involved understand the purpose of contact, and that support 		Microsoft Teams	6 th October 2021		http://mcc-iis- 01/coursebooking/courses.as p



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	 is appropriate to ensure quality of any contact. (Recent FJO research and guidance and NAS Contact Good Practice Guide) Kinship placements - how to manage these appropriately – Complexity of parents relationships, legality, SGOs, specific support considerations. 					
Practice Assessor/Onsite Supervisor Workshop	 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	November 2021		http://mcc-iis- 01/coursebooking/courses.as p
Pre-proceedings processes	 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	ТВС		http://mcc-iis- 01/coursebooking/courses.as p
Prevent Training	 Prevent is short for 'Preventing Violent Extremism' Prevent is about safeguarding The overall aim of Prevent is to stop people becoming terrorists or supporting violent extremism by raising awareness of the risk of radicalisation and supporting people who may be vulnerable 	All Staff	Presentation and Link to Home Office training package			Via Email: socialservices.trainingadmin @monmouthshire.gov.uk
Providing Proportionate Responses:	Introduction to Trauma Informed Practise- to include impact of abuse/trauma on child development and child sexual development	Practitioners delivering direct work with	Microsoft Teams	23 rd & 24 th June 2021		http://mcc-iis- 01/coursebooking/courses.as p



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Delivering Keep Safe & Longer Term Direct Work to Meet the Health & Wellbeing Needs of Children & Families	 Safeguarding vs Keep safe work- exploring thresholds and differences to provide proportionate responses Multi Systemic approaches- supporting families to recover from trauma and abuse, Direct skills -relational repair skills and exercises Direct work- setting the scene, what is important, eg safety, window of tolerance, triggering responses Direct skills to support regulation Day 2 (half day) Direct skills to support relational working Direct skills to support Reason responses/educative and cognitive (keep safe work) Practitioner Emotional health and wellbeing needs when delivering direct work to traumatised children and families 	families/young people (support workers, family support, social workers)			12.30pm TBC	
Recording workshop	 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	October 2021		http://mcc-iis- 01/coursebooking/courses.as p
Record of My Life - A Regional Approach to Life Journey Work	 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 A Record of My Life; 	Social Care & Health Staff including Foster Carers directly involved in the		20 th April 2021 <u>or</u> 21 st May 2021	16.15pm	Contact Raluca Miklovits @ Raluca.miklovits@blaenau- gwent.gov.uk



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	 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. 	Life Journey Work				
Risk Assessment		Contact team, achieving change team, BASE			9.30am - 4.30pm	Contact Huw Thomas or Rebecca Stanton
Risk Assessment Day 1 of 3	 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	16 th April 2021 Or 11 th November 2021	2pm – 4.30pm	http://mcc-iis- 01/coursebooking/courses.as p
Safeguarding Level 1 Children & Adults	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 or Via Teams with Safeguarding Board			Online learning via Sway OR Gwent Safeguarding Board Webinar
Safeguarding Level 2 Adults	This course is required for practitioners working with adults at risk who are: involved in making or responding to referrals to adult services designated safeguarding leads in their settings/organisations working regularly with adult protection situations	Health Staff	Microsoft Teams	TBC		http://mcc-iis- 01/coursebooking/courses.as p



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	To develop an understanding of: • Who may be an adult at risk • What abuse/neglect is • Your role in reporting adult abuse/neglect • Gwent safeguarding activity • Where to get advice, information and support • The safeguarding process and what happens next					
Substance Misuse	 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	May 2021		http://mcc-iis- 01/coursebooking/courses.a p
Women and Gambling	 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			http://mcc-iis- 01/coursebooking/courses.a p
Working with Resistance Workshop	 Understand the nature of discord & how it impacts on behaviour change Experience the dynamics associated with building and lowering discord Recognises discord in service users Practice strategies to reduce it 	All Social Workers	Microsoft Team	June 2021		http://mcc-iis- 01/coursebooking/courses.a p



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Women	the NHS, but not every home is a place of safety. For some, lockdown will increase their risk of domestic violence, emotional abuse, coercive control and even greater isolation.	Health Staff	E-learning			Employees please click HERE to be directed to instructions and link to ELearning Foster Carers & Providers please click HERE More information can also be found on the Live Fear Free website - https://gov.wales/live-fear-free/staying-safe-during-coronavirus-emergency The Live Fear Free helpline is available 24 hours a day — call free on 0808 8010 800 text 0786 007 7333, email info@livefearfreehelpline.wales or webchat - https://gov.wales/live-fear-free/contact-live-fear-free.