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## Specialist Child Care Courses for staff working in and across social care, health and criminal justice organisations

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Working in the social care and health field is complex and challenging.

Staff need high quality, relevant and stimulating training to help them meet these challenges with confidence, and deliver a positive service.

At **etc** we see our role as helping staff to perform to a high standard and feel valued in their work.

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# training services

## building skills to meet professional challenges

### Foundation training – modular programme for new staff

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This programme is aimed at new staff joining an organisation. The programme has been successfully adapted to meet the needs of overseas staff. It can be run in its entirety, one day a week over a ten-week period, or adapted to meet the needs of the organisation and the participants. The programme is accompanied by a workbook, which includes handout material for each module and opportunity for work related tasks to be undertaken.

Modules include: Legislation, Assessment, Introduction to Child Protection, Record Keeping and Recording, Valuing Diversity, Safe Working Practices, Promoting Involvement and Participation.

### Assessment and Care Planning

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The aim of this course, which can be run as a one or two day programme, is to enable social care and health staff to confidently and effectively assess and record the needs of children in order to plan the delivery of an appropriate service.

The course builds on the implementation of the Framework for Assessment and can be adapted to meet the needs of multi agency staff working to a common assessment model.

It presupposes staff will have a basic understanding of the dimensions of the assessment framework, and of the principles and values underpinning them.

### Safeguarding Children

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The focus of these two to three day courses is to enable staff to recognise, understand and assess risk to children. The training gives an overview of child protection guidance, legislation and practice, and can then be tailored to the needs of particular groups. We have run courses that address risks associated with mental health, domestic abuse and substance misuse.

The training considers thresholds for intervention, and makes links to the content of the assessment training with regard to skills in gathering and analysing information.





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## Direct Work with children and young people

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The aim of this course, which can be run over one to three days, is to equip staff with the knowledge to understand stages of child development and the skills to communicate effectively.

It covers a range of interventions for working with children and can include sessions on life story work, or tools and techniques for direct work with children who have survived abuse.

## Court Skills

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This two day course is aimed at any professional who may be required to give evidence in court. It is run jointly by a social work trainer and a solicitor who has family court experience. The course covers preparing for court, familiarising participants with the court setting and processes, preparing to give evidence and tips for surviving cross examination.

The second day takes place in a local magistrates court, if this can be arranged.

## Involving Young People

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This training is based on the Total Respect training programme, which was developed by young people in association with Children's Rights Officers. It explores why it is important to involve young people in the delivery and planning of services, and develops skills in promoting participation and partnership working. The training team includes young people who have experience of the looked after system

## Recording, report writing and presentation skills

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Evidence based practice underpins all that we do, and this course focuses on the importance of accurate recording and report writing as an effective means of communication. It explores the difference between fact, opinion and hearsay. It gives participants opportunity to practise their skills in presenting information to an audience, tailored to their area of work.

## Supervision Skills

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This training is aimed at first line managers, and its objective is to improve their supervision practice. The one or two day course focuses on exploring different styles of supervision and leadership, introduces models of supervision, develops skills in effective supervision practice including communication, time management, managing performance, and links to departmental policies and procedures.



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## Other training courses:

We also specialise in training on Staff Safety and Managing Challenging Behaviour. Our organisation is accredited by BILD (British Institute of Learning Disability) to run courses that include physical interventions for managing behaviour.

A leaflet giving more specific information on these courses is available on request; please telephone Brian Atkins on 01604 643610

## What are customers say

“Trainers were professional, knowledgeable and approachable.”

*Social Worker Halton BC*

“ETC’s trainers were able to explain some complex issues in a way which made sense in our practice”

*Social Worker, Walsall*

“We had a lot of fun on the training, despite dealing with some difficult and sensitive issues”

*Social Worker, Oxfordshire*

## How we can we help you

- We can arrange to have a telephone or face to face discussion on your training needs
- We will put together a bespoke course outline, with clear learning objectives, which meets the needs of the staff group to be trained
- We will give you costed options
- We will develop course materials, relevant to your staff, which are included in the cost of training
- We will evaluate each course, and feed back to you any relevant practice development or policy issues

Please telephone or email  
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