



Learning and Development 2022/2023

Face-to-face training will be delivered as a mixture of classroom based and virtual learning. Please see more details below.

For further information or advice, please visit our websites:

www.wiganlscb.com

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Suicide Prevention

To equip you with the appropriate skills and knowledge, we would like to encourage you to complete the ['Learn to Save a Life' 20-minute suicide prevention course provided by Zero Suicide Alliance](#) .

This training will help you identify when someone is presenting with suicidal thoughts or behaviour, to be able to speak out in a supportive manor and empower you to signpost to available services or support.

To find out more information about how we can improve [mental health, please visit the Wigan Council website](#).

You can also find [additional mental health support services online](#)

(Please note that the Partnership claim no ownership of these learning materials and are sharing this as a resource for professionals who may find this beneficial).

Learning and Development

Wigan Safeguarding Partnership offers a range of learning opportunities in a face to face learning environment and online.

Please select the relevant option below to see what we have to offer!

Dates for our training are regularly updated on our Learner Management Portal on Virtual College. You can log in to your account to find this information by clicking the [registration page on Virtual College](#).

Face to Face Learning

Please note that we are regularly scheduling dates for all our training. To see dates please [log on to your Virtual College account](#). If you do not currently have an account, you can register on the [Virtual College registration page](#).

Adolescent Mental Health (Full Day)

Aims

- To give participants an overview of Child and Adolescent Mental Health Service (CAMHS) and outline the effects that mental health can have on young people and their families
- To ensure that participants understand the CAMHS service and when and how to refer

These sessions will be delivered face to face, venue to be confirmed.

Dates:

8th December 2022 (9.30am – 16.00pm)

ABC of Trauma (Half Day)

This half-day event supports delegates to understand trauma across the life course and its impact on individuals. This session also explores how we can support clients to build resilience and protective factors to mitigate their impact through trauma informed practice.

The learning outcomes are:

- Increased awareness of how trauma impacts on behaviours and life choices.
- Increased awareness of toxic stress, the adverse childhood experiences study and trauma across the life course.
- Increased awareness of neuroscience research in relation to trauma.
- Increased awareness of how we can build resilience and help people to heal and recover, through Trauma Informed Practice.
- Increased awareness of the impact of vicarious trauma.

These sessions will be delivered virtually via MS Teams.

Dates:

12th April 2022 (9.30am – 12.30pm)
13th May 2022 (13:00pm – 16:00pm)
14th June 2022 (9:30am – 12:30pm)
21st July 2022 (13:00pm – 16:00pm)
15th August 2022 (13:00pm – 16:00pm)
13th September 2022 (9:30am – 12:30pm)
21st October 2022 (13:00pm – 16:00pm)
8th November 2022 (9:30am – 12:30pm)

Building Resilience in Young People (Full Day)

Aims:

- To ensure that participants have a detailed enough understanding about resilience and how this links with young people's behaviour and the impact of interventions to support development.

These sessions will be delivered face to face, venue to be confirmed.

Dates:

13th October 2022 (9.30am – 16.00pm)
19th January 2023 (9.30am – 16.00pm)

Complex Safeguarding/ Exploitation (Full and half day sessions)

Aims:

- To increase knowledge and understanding of complex safeguarding including child sexual exploitation, county lines and criminal exploitation and modern slavery and human trafficking
- To ensure effective safeguarding of all children and young people
- To promote effective partnership working and appropriate information sharing and referral process.

Complex Safeguarding is currently being delivered as a full day course (for those who have little to no understanding of these issues) and a half day session for those who require a refresher or an introduction to these issues.

Dates:

21st April 2022 (9:30am – 16:30pm)
16th May 2022 (13:00pm – 16:00pm)
20th May 2022 (9:30am – 16:30pm)
24th June 2022 (9:30am – 16:30pm)
20th July 2022 (13:00pm – 16:00pm)
18th August 2022 (09:30am – 16:30pm)
27th September 2022 (13:00pm – 16:00pm)
24th October 2022 (9:30am – 16:30pm)
22nd November 2022 (13:00pm – 16:00pm)
19th December 2022 (9:30am – 16:30pm)

Domestic Abuse Training (Half Day)

Aims:

- To understand domestic abuse in both a national and local context
- Risk identification and management and the use of risk assessment tools
- Explore the use of the risk identification matrix in relation to the impact of children.

All sessions will be completed via MS Teams

Dates:

26th April 2022 (13.00pm – 17.00pm)
29th June 2022 (9.00am – 13.00pm)
15th September 2022 (13.00pm – 17.00pm)

18th November 2022 (9.00am – 13.00pm)

Level 3 Safeguarding (Full Day)

Aims:

- Understand the importance of capturing the voice of the child and keeping children at the forefront of Safeguarding and Child Protection.
- To be able to know what constitutes maltreatment and understand how to contribute effectively to the identification, assessment and analysis of risk and need to improve the outcomes for children.
- Strengthen awareness of your role and responsibilities and that of others, in safeguarding children and the child protection process.
- Recognise the importance of efficient communication and information sharing in working together to safeguard children.
- Apply knowledge and from legislation, policies, procedures and research to inter-agency practice.

These sessions will be delivered face to face, please see venue details below

Dates:

12th May 2022 (9.30am – 16:00pm), Room 12 Wigan Life Centre (South)
14th September 2022 (9.30am – 16:00pm), Room 12 Wigan Life Centre (South)
24th January 2023 (9.30am – 16:00pm)

Local Authority Designated Officer (LADO) (Half Day)

Aims:

- To provide knowledge of the procedures and practice for dealing with allegations against people who work directly with children, be it in a professional or voluntary capacity

These sessions will be delivered virtually via MS Teams.

Dates:

5th May 2022 (9:30am – 11:00am)
15th September 2022 (9:30am – 11:00am)

Graded Care Profile 2 Training (Full Day)

The GCP2 is a practical tool which supports practitioners in measuring the quality of care delivered to an individual child from an individual carer or carers over a short window of time and is designed to give a representative overview of the current level of care.

Aims:

- To introduce the Graded Care Profile 2 as a means of improving protective and preventive practice across agencies and with families.
- To develop a good understanding of the Graded Care Profile 2 as an evidence-based assessment.
- To understand how to complete a Graded Care Profile 2.

These sessions will be delivered virtually via MS Teams

Dates:

3rd May 2022 (9.30am – 16:30pm)

22nd June 2022 (9.30am – 16:30pm)

18th July 2022 (9.30am – 16:30pm)

16th August 2022 (9.30am – 16:30pm)

12th September 2022 (9.30am – 16:30pm)

12th October 2022 (9.30am – 16:30pm)

10th November 2022 (9.30am – 16:30pm)

19th December 2022 (9.30am – 16:30pm)

18th January 2023 (9.30am – 16:30pm)

13th February 2023 (9.30am – 16:30pm)

17th March 2023 (9.30am – 16:30pm)

MAPPA (Multi-Agency Public Protection Arrangements) (Half Day)

Aims:

- To provide participants with an overview of the Multi-Agency Public Protection Arrangements and the Multi-Agency Public Protection Framework.

Dates:

18th May 2022 (14:00pm – 16:00pm)

27th September 2022 (14:00pm – 16:00pm)

10th February 2023 (14:00pm – 16:00pm)

Parental Mental Health (Half Day)

Aims:

- Describe various common types of mental health problems and the effects and presentation
- Recognise the issues for children whose parent/carer has mental health problems

Dates:

22nd April 2022 (9.30am – 12.30pm)

14th July 2022 (9.30am – 12:30pm)

21st November 2022 (9.30am – 12.30pm)

Private Fostering (Half Day)

Aims:

- To ensure that professionals and the general public have a good awareness of Private Fostering and the need to notify the Local Authority of any arrangements.

These sessions will be delivered virtually via MS Teams

Dates:

23rd June 2022 (14:00pm – 15:00pm)

15th September 2022 (14:00pm – 15:00pm)

7th December 2022 (14:00pm – 15:00pm)

16th February 2023 (14:00pm – 15:00pm)

Modern Slavery and Human Trafficking (Half Day)

Aims:

- To give participants an understanding of Modern Slavery, Human Trafficking and Smuggling and how they can be identified
- To give participants an understanding of the referral mechanism and how this fits into the strategy to reduce exploitation in Wigan

Dates:

24th June 2022 (13:00pm – 16:00pm)
4th October 2022 (9.30am – 12.30pm)
18th January 2023 (13:00pm – 16:00pm)

Professional Curiosity and Challenge (Full Day)

Professional curiosity and challenge are essential elements of safeguarding and working together to keep children, young people and adults safe. Professional Curiosity and professional challenge are a sign of good professional practice, a healthy organisation and effective multi-agency working.

Aims:

- Participants will understand what is meant by Professional Curiosity and Challenge, identify the barriers and feel more confident in applying these concepts into their practice.
- Participants will consider national and local cases, where a lack of awareness of Professional Curiosity and Challenge have been identified as practice issues.
- Participants will be able to identify when to use the Resolution Policy.

These sessions will be delivered virtually via MS Teams

Dates:

13th May 2022 (9.30am – 16.00pm)
8th July 2022 (9.30am – 16.00pm)
9th September 2022 (9.30am – 16.00pm)
11th November 2022 (9.30am – 16.00pm)
13th January 2023 (9.30am – 16.00pm)
10th March 2023 (9.30am – 16.00pm)

Safe Sleeping for Babies - Reducing the Risk of SIDS (Half Day)

Aims:

- To provide teaching and learning that will give professionals the skills, confidence, and underpinning knowledge to advise parents on how to reduce the risk of avoidable sudden infant death syndrome.

These sessions will take place face to face, please see the venues below.

Dates:

15th April 2022 (9:30am – 12:30pm), Douglas Valley Nursery Centre
13th May 2022 (9:30am – 12:30pm), Ince Start Well Centre
15th June 2022 (9:30am – 12:30pm), Westfield Start Well Centre
8th July 2022 (9:30am – 12:30pm), Atherton Start Well Centre
17th August 2022 (9:30am – 12:30pm), Ince Start Well Centre
9th September 2022 (9:30am – 12:30pm), Tyldesley Start Well Centre
12th October 2022 (9:30am – 12:30pm), To be confirmed
17th November 2022 (9:30am – 12:30pm), Platt Bridge Start Well Centre
7th December 2022 (9:30am – 12:30pm), Douglas Valley Nursery Centre
13th January 2023 (9:30am – 12:30pm), Platt Bridge Start Well Centre
15th February 2023 (9:30am – 12:30pm), To be confirmed
10th March 2023 (9:30am – 12:30pm), Platt Bridge Start Well Centre

Signs of Safety: Half Day Briefing

This half day briefing is aimed at all colleagues within partner organisations to give an overview of the Signs of Safety practice model and how this is being embedded in Wigan.

These sessions will be delivered virtually via MS Teams

Dates:

18th May 2022 (13:00pm – 16:00pm)
21st September 2022 (13:00pm – 16:00pm)
13th December 2022 (13:00pm – 16:00pm)
16th February 2023 (13:00pm – 16:00pm)



Signs of Safety: Multi-Agency Assessment and Planning training

This session is a good opportunity for all partner colleagues to enhance their knowledge around the Signs of Safety Framework, focusing on the assessment and planning elements of the framework.

Dates:

Online sessions (1 full day) delivered via MS Teams

19th May 2022 (9:30am – 16:00pm)

5th Oct 2022 (9:30am – 16:00pm)

1st March 2023 (9:30am – 16:00pm)

Face to Face sessions (1 and a half days)

13th June 2022 (9:30am – 16:00pm) & 14th June 2022 (9:30am – 12:30pm)

21st November 2022 (9:30am – 16:00pm) & 22nd November 2022 (9:30am – 12:30pm)

Rooms to be confirmed in due course

E-learning (Virtual College)

Unfortunately, we are still experiencing a high level of wasted licenses when online learning is requested but not being completed. Please ensure you are only requesting learning that you require (one course request at a time) and complete this at the earliest opportunity. Courses that are not completed will be subject to our charging policy.

Please see the range of course that we offer below. Please note that these courses are subject to change at the discretion of Wigan Safeguarding Partnership.

Awareness of Domestic Violence and Abuse

This course covers a wide range of information and guidance for all those working with individuals, both child and adult, who are vulnerable to domestic abuse or suffering from it.

The modules in this product have been created with victims in mind and will inform learners about domestic violence, and how to support those experiencing it.

This wide-ranging course is designed to give the maximum amount of information and guidance to those who are working with victims of domestic abuse or those who may be vulnerable to domestic abuse.

You will learn:

- Types of domestic violence and abuse
- Risk factors for domestic abuse
- Situations which can make domestic abuse more likely
- The power and control wheel
- The domestic abuse intervention project
- Key principles for helping victims
- The impact of domestic abuse on children, young people and vulnerable adults
- Barriers to seeking help
- The MARAC process
- The governments Violence Against Women And Girls Strategy (2010)
- The importance of confidentiality but also effective information sharing

Awareness of Forced Marriage

This online course has been developed with the [Forced Marriage Unit](#) of the Foreign Office and aims to raise awareness, challenge perceptions and inform you of the correct actions to take should you suspect someone is at risk.

Learning Outcomes:

- Recognise the warning signs of forced marriage
- Take the right actions to help protect the potential victim
- Co-operate effectively with other agencies

This course is aimed at all professionals who have a responsibility to safeguard vulnerable children, young people and adults at risk and is aimed specifically at child protection services, health professionals, education professionals, police officers, children's social care, adult social care and housing authorities.

Child Sexual Exploitation

Child sexual exploitation is a form of child abuse that is defined as an individual or group that coerces, manipulates or deceives a child or young person under the age of 18 into sexual activity. This can be for something the victim wants or needs or it can be for a financial advantage to the perpetrator.

This online training has been designed for all those working with vulnerable children and gives both information and guidance on sexual exploitation.

You will learn:

- Definition of child sexual exploitation
- Who are the perpetrators?
- Ways in which children and young people can be sexually exploited
- Up to date information and numbers on child protection and sexual exploitation in UK
- 'Going missing' and other factors of vulnerability
- Indicator behaviours and signs, and the Push Pull Effect
- The impact of sexual exploitation on children and young people
- The cycle of risk
- Risk assessment
- Grooming of children for sexual exploitation
- Human trafficking

Child Poverty

Anyone working with children and families may be exposed to children in poverty. Being able to identify children in poverty is a crucial step to help them and their families out of poverty and support them in future.

The modules in this course provides information on the potential causes of poverty, how to help children and their families, guidance on multi-agency working and the learners roles and responsibilities as a practitioner.

You will learn:

- The difference between relative and absolute poverty
- Statistics for poverty within the UK
- The impact of poverty, both immediate and long term
- The effect of poverty on brain development and other Adverse Childhood Experiences (ACEs)

e-Safety – Guidance for practitioners

This course describes the various forms of abuse and danger caused by the use of technology and the internet, both for adults and children, and gives details information on how to counter its effects.

This online training course will help learners identify adults and children at risk and what forms online abuse takes and how to recognise them. This course will provide learners with the information on how to help and protect adults and children from the dangers of technology.

You will learn:

- Identify key e-Safety practices
- Know how to report abusive online behaviour
- Identify the benefits and risks of children and young people using the internet
- Explain what is meant by cyberbullying, and identify who is at increased risk of cyber bullying
- Define sexting and explain its legal and criminal implications
- Explain different forms of online abuse regarding children, and the process of grooming

This course is for:

- Teachers
- Governors
- Support staff
- Volunteers
- Librarians
- Health and Social Care Staff
- Care Workers

Female Genital Mutilation: Recognising and Preventing FGM

Throughout this course, you will follow a young girl named Hope as she encounters the key issues relating to FGM and see how they affect her throughout her life.

This training will help a wide range of professionals to identify and assist girls who are at risk of FGM.

Gang Related Issues and County Lines

This course covers gang related issues for children and young people, defines and explains county lines and its links to organised criminal networks, defines Child Criminal Exploitation (CCE), and enables learners to spot the signs of those involved with gangs or at risk of being drawn into gangs. It gives details of other organisations that are able to provide help and support and gives guidance on actions to take if you suspect or become aware of gang related issues.

You will learn:

- Child Criminal Exploitation (CCE), its definition and how to recognise it
- Spotting the signs and characteristics of those involved with gangs, and 'pull factors' that could indicate vulnerability of children and young people
- Definition of county lines and its connection to human trafficking, modern slavery, forced labour and how to recognise the signs
- Links between gangs and knife crime
- What to do if you suspect gang involvement
- The national referral mechanism (NRM)

Get Moving, Get Healthy

This course covers the health benefits of physical activity, how much you should be doing, the importance of diet and how you can incorporate exercise into your lifestyle.

You will learn:

- Know why physical activity is important in the promotion of good health.
- Know how physical activity can be used to help reduce the risk of developing diseases including Type 2 diabetes.
- Understand how much physical exercise is recommended.
- Understand how physical activity can be incorporated into today's busy lifestyles.

Who this course is aimed at:

- Anyone who would like to learn more about physical exercise and its health benefits.

Keep The Safe: Protecting Children from Child Sexual Exploitation

Thousands of children in the UK are at risk of being forced or manipulated into sexual activity in a form of abuse called child sexual exploitation.

This abuse can happen to any child, anywhere. Knowing what to look for is an important way you can help to protect your children.

Parents Against Child Sexual Exploitation (Pace) teamed up with Virtual College to provide this course designed for parents and carers.

This course will help you to:

- Understand child sexual exploitation
- Find out how to spot the signs
- Know who to report any concerns to

This course is aimed at:

- Those working with children, but this is not a replacement for a full training course
- Any professional seeking training in Child Sexual Exploitation should complete a full version of online training, or attend the relevant face to face training.

Radicalisation and Extremism

This training course will help learners to understand various forms of radicalisation and extremism and how it can be recognised and countered. This course also looks into further steps and organisations to contact if they suspect someone if being radicalised.

This is a wide-ranging course covering radicalisation and extremism. It explores how some people become vulnerable to it and how this can potentially lead to terrorism, how to counter this and actions you can take. Its also details government initiatives and legislation.

You will learn:

- Extremism, radicalisation and terrorism, and the differences between them
- Sources and types of terrorism threats
- How the radicalisation process happens
- Risk factors and how to identify people vulnerable to radicalisation
- Government strategies including CONTEST, Channel and Prevent

Safeguarding Children Level 1

This course covers the core information for Level 1 Safeguarding Children. It introduces safeguarding as a subject and covers key safeguarding topics, such as the national and local context, jargon and key terms, multi-agency working and best practice.

This training also advises how to identify the signs and symptoms of abuse and what you should do if you suspect a child is being abused or if they disclose information.

As well as covering all these topics, it also focuses on your role and what you can do to recognise and reduce the likelihood of abuse. The final part explores how to deal with suspected and disclosed abuse at level 1.

Safeguarding Children Level 2

This course gives you a deeper understanding of safeguarding issues and how to effectively report them when abuse is suspected.

You will learn:

- The profound impact some well-known cases of child abuse and neglect have had on legislation
- The ability to explain the importance of multi-agency cooperation
- How to define safeguarding in respect to children and young people
- What to do if a child makes a disclose or if you suspect abuse
- What whistleblowing is
- The signs and symptoms of the different types of abuse
- The roles and responsibilities Level 2 early years and young people practitioners may have

Safeguarding Children Level 3

Safeguarding Level 3 is designed for managers who frequently come into contact with children and their families. This online course outlines the core responsibilities of lead workers as well as why safeguarding is important, serious case reviews, key terms, reducing the likelihood of abuse, signs and symptoms of abuse, what to do if you suspect abuse, and the importance of whistleblowing.

You will learn:

- How to apply the changes to practice made over the past three years to your work
- Identify different levels of harm and follow the appropriate safeguarding procedures

- Collect safeguarding children information from both a local and national context

Safeguarding Children in Education

This course has been created with child protection in mind, giving advice and information for schools and college staff using practical, real-life examples. The course is written by safeguarding experts.

You will learn:

- Recognise the legislation and guidance that governs safeguarding children in education
- Identify safe working practices in education settings
- Recognise the importance of early intervention and specific safeguarding issues
- Recognise the signs of abuse and neglect
- Identify what to do if you have concerns about children
- How safeguarding works in practice

Safer Recruitment

Safer Recruitment is designed to help those who are responsible for hiring anyone who works with children, to identify and deter or reject individuals who are deemed to be at risk of abusing children.

This course covers key topics including advertising, application forms, selecting candidates for interview based on the information they have presented, and post interview checks before making an offer of employment.

You will learn:

- Outline what is meant by safer recruitment and the practices involved
- Explain how safer recruitment supports effective safeguarding practice, define pre-employment checks (PEC) and who they apply to
- Identify legislation that underpins safer recruitment, and cases where a safe recruitment process could have prevented abuse
- Understand how to assess the suitability of candidates
- Outline the treatment of ex-offenders when working with individuals at risk
- Know the current NHS employment check standards and their processes
- Understand the guidance that leads to safer recruitment procedures.

This course is aimed at:

- Teachers
- Nurses
- Council Workers

Safer Sleep for Babies

Greater awareness of Sudden Infant Death Syndrome (SIDS) is one of the most effective ways to reduce cases. The course is designed to do just that whilst ensuring learners gain knowledge on practical and effective ways to reduce the risks.

This course gives up to date information on how to make sleeping safer for babies and gives advice on lowering the chance of SUDC (Sudden Unexpected Death in Childhood).

You will learn:

- The definitions of SUDI, SIDS and SUDC and how they differ
- Tackling unexplained deaths, and reducing their number
- The agencies and individuals who can help to reduce the risk
- The triple risk model
- Descriptions of environmental risks and how to avoid or reduce them
- Advice to give parents on how to avoid SIDS
- Strategies for safer sleeping
- SIDS and Smoking
- How to regulate babies' temperature
- The dangers of co-sleeping and bed-sharing

Safer Working Practice

The starting point for this course is to look at why many adults need to undertake training on the protection of children and young people. All of those who come into contact with children in their work have a duty of care to safeguard and promote their welfare.

Practitioners have a key role in shaping the futures of young people. The vast majority of adults working with young children act professionally to provide a safe and supportive environment. However, in this area of work, tensions and misunderstandings can often occur.

You will learn:

- Increase your awareness of issues relating to allegations management
- Identify signs of inappropriate adult behaviour towards children and young people
- Gained confidence in challenging inappropriate behaviour
- Increase your awareness of how to ensure children and young people with whom we work are protected
- Understand the importance of sharing information appropriately and keeping records
- Understand your responsibility to ensure your behaviour is professional at all times.

This course is aimed at:

- Authorised practitioners who work with children, young people and families.

Suicidal Thoughts

Mental health problems among children appear to be on the rise, so self-harm awareness and an understanding of how to support young people reporting suicidal thoughts is vital for anyone who works in a safeguarding position.

This e-learning course is designed to education learners about the warning signs and potential risk factors for self-harm in children, and the steps they should take if they believe a young person is having suicidal thoughts.

You will learn:

- The warning signs that might suggest self-harm or suicidal thought in children and young people
- Explain what you should do if you suspect self-harm
- Outline the risk factors and possible causes of self-harm and suicidal thoughts in children and young people.

This course is aimed at:

Anyone who comes into contact with children and young people as part of their job and may find themselves having to listen to reports of self-harm or suicidal thoughts. NHS Staff, teachers, social workers, your workers and even parents would all benefit from taking the module.

Working with Children with Disabilities

Communication and understanding provide an essential foundation for working with children with disabilities. This includes with the children themselves and with the wider community of teachers, carers and parents.

This course contains an overview of the national and local agenda in relation to children with disabilities, basic knowledge of the range of protection needs of disabled children and information on how you can enable them to communicate about their experiences and provide support.

What you will learn:

- To compare the different views on disability
- Identify disabilities linked to physical development, cognitive development, language development and social development
- Explain the medical and social models of disability
- Describe examples of barriers experienced by children and young people with disabilities, and their families
- Recognise potential barriers to effective communication and how to overcome them
- Explain the importance of working in partnership with parents/carers and professionals

- Describe the roles of other professionals involved in the case of children and young people with disabilities
- Identify factors which may contribute to the vulnerability of a child or young person with disabilities
- Describe setting procedures when there are safeguarding concerns of children and young people with disabilities
- Recognise the organisational, statutory and legal frameworks for protecting young people with disabilities.

This course is aimed at:

- Anyone who works with children, young people and their families
- Teachers
- Carers
- Medical Professionals

Course Information

Choosing a course

It is important that applicants apply for the right course to suit their role and level of experience / knowledge, therefore applicants should check the aims and objectives to help determine that a course meets learning and development needs. For some courses there may be a pre-requisite to complete eLearning before attending the face to face session.

Accessibility

Every effort will be made to ensure that our training is accessible to everyone. Should you have any additional requirements which would enhance your learning and participation on a course, please contact the team on wscbtraining@wigan.gov.uk. We will make every effort to meet these needs, and if this is not possible we will contact you to discuss.

Confirmation

Once a request for face to face training has been approved, delegates will receive a notification email to confirm they have been allocated a place. Places are not guaranteed, and management reserves the right to allocate places to ensure a good multiagency mix of delegates wherever possible.

Signing in

Delegates are required to sign the attendance register provided at the start of a course. Failure to do so may result in a participant not receiving a certificate and / or being charged for non-attendance. If a participant's name does not appear on the register the trainer has the right to request that person does not stay for the course, or that the participant provides a copy of their confirmation email.

Late arrival / early departure

We understand that unavoidable circumstances may mean that a participant is late for a course or needs to leave early. If you know in advance that this may be an issue for you please contact the team on 01942 486 111 or wscbtraining@wigan.gov.uk. The team has the right to refuse a place(s) if a participant(s) may miss a significant section of the session.

Evaluation form

Delegates are required to complete an evaluation form at the beginning and end of the course. The feedback received from these forms helps to refine the content of the programme to meet participant need and continue to fulfil the aims and objectives of the course.

Methods of training

Training events will include a range of delivery methods as appropriate to appeal to a number of different learning styles. These include formal input, group work, SCR and LCR case studies, individual tasks, e-Learning and the use of visual media.

Creating a new account and requesting training

Wigan Safeguarding Partnership have upgraded our training platform in partnership with Virtual College.

You may have had an account on our previous system, this will no longer be available to use. Therefore, you will be required to create a new account to access online learning and face to face sessions. Please see below how to do this.

- To [create a brand new account](#),
- Click on 'Create an account'

The page that appears will ask you for your first name, last name, email address (this must be the email you use for work), your competency level (to determine what level of training you require) and a group.

Groups are determined by your service and job role; please ensure you select the relevant group to you. If you do not know which group to select or if your group is not present in the list please contact the team at wscbtraining@wigan.gov.uk or on 01942 486 111.

- Once you have completed the mandatory fields, click register.
- Once registered, you will receive an email containing your password to your new account. It is important that once you log in, you CHANGE your password to something memorable to you.
- Once you have logged in to your new account
- To request an online learning course, click on the 'Learning' tile.
- Then select 'Available Learning', where you will be presented with a range of courses available to you.
- To request a face to face session, click on the 'Events' tile
- Click on 'Available Events' and you will be presented with a list of face to face training sessions and the dates available.

If you have any questions about this process, or if you require assistance to access an account you already have set up, please contact the team on wscbtraining@wigan.gov.uk or 01942 486 111.

WSCP Key Priorities

- Refresh, improve and strengthen the governance and operation of the WSCB within the wider partnership architecture.
- Advocate for a system wide, consistent approach to early intervention and evaluate its effectiveness.
- Support, challenge and critically evaluate the development of a life course Multi-Agency Safeguarding Hub to ensure it realises its potential.
- Engage with children, individuals' families, communities and professionals to safeguard children and young people in the context of the wider public service reform and the deal for children.
- Continue to develop and inform a confident, committed and competent workforce operating consistently and effectively across partnerships to safeguard children and young people.
- Develop an intelligent approach to assessing and evaluating the work of the Board and partners engaged in safeguarding children and young people.

Learning agreement

Wigan Safeguarding Partnership will:

- Email you with handouts to print off before or after the training course.
- Provide you with up to date training in accordance with learning objectives set.
- Ensure that you are kept informed about your place and any changes which may arise.
- Ensure that special needs are met where possible.
- Discrimination and/or oppressive behaviour or language will be sensitively challenged.
- Listen to comments made through evaluation with a view to making changes to courses where appropriate.
- Will create a safe learning environment where confidentiality will be maintained unless this impacts on the welfare of a child or adult at risk.
- Will raise concerns which may arise during training with regards to practice.
- Will evaluate and review courses on an annual basis.
- Will carry out post training evaluation on some courses to determine the impact of training.

We expect delegates to:

- Print off and bring handouts if circulated prior to the training.
- Notify WSCB training by email (wscbtraining@wigan.gov.uk) if they are unable to attend a course five working days prior to the course date.
- To keep to time and notify the board on 01942 486 111 if you are going to be late.
- To ensure that mobile phones are placed on silent or switched off during training.

- To contribute and be considerate of others in the group.
- To respect each other's differences.
- To be vigilant about the health and safety of others and comply with any evacuation procedures as appropriate.
- Complete evaluation forms at the course as this is required as proof of your attendance.
- Complete follow-up evaluation as requested.

We expect line managers to:

- Discuss and agree to the delegates' application form.
- Spend time with the staff member or volunteer after the course to facilitate learning into practice. Ensure that the staff member or volunteer is freed up from their day to day work to attend pre-arranged training.
- To organise the payment of the cancellation fee if the staff member or volunteer does not attend the course without giving five working days' notice.
- Escalate any concerns to the WSCB Training Manager.

Cost to Schools 2022/2023

Wigan Safeguarding Partnership has a service level agreement in place with schools, where schools can buy training packages at a cost-effective price to cover all statutory training and a lot more!

All services are now available for purchase through the new [Service for Schools Portal](#)

Please see below for training packages and cost. Please note that we are continually adding to training packages throughout the year, all updates to packages will be communicated through the Service for Schools Portal.

Package A

- Access to a comprehensive safeguarding package
- Access to all eLearning and face to face training we offer
- Access to and support for safeguarding eLearning
- Production of progress report for eLearning
- 2 places on Designated Safeguarding Lead Training

Primary School: £728

Secondary School: £1248

Package B

- Access to a comprehensive safeguarding package
- Access to current safeguarding information/key reading and guidance
- Bespoke whole school face to face training
- Training certificates for individual member of staff
- Access to all eLearning and face to face training we offer
- Production of progress reports for eLearning
- 2 places on Designated Safeguarding Lead Training

Primary School: £1040

Secondary School: £1560

The following charges will apply for those schools that choose not to buy into the Service Level Agreement

Whole School training: £400

E-Learning course: £25 per person, per course

Designated Safeguarding Lead Training: £100 per delegate

Face to Face Training courses: £50 per half day, £100 per full day and £200 per 2-day course

Failure to attend a course or late cancellation will result in the Cost Recovery Policy being applied.

Cost Recovery Policy

Non-attendance or cancellation of training courses

Unfortunately, we continue to experience a significant problem with the number of people cancelling training with very little notice, or simply not attending the course without letting us know in advance, which results in wasted training places. As demand for WSCB/WSAB courses is high and some applicants may be unsuccessful in securing a place, early cancellation is important to ensure that the place can be offered to another person.

If you wish to cancel a place you have applied for you must email wscbtraining@wigan.gov.uk

A minimum of 5 working days prior to the course date is essential to avoid charges. Where charges will be applied, we will request that you provide the cost code for your service and your line managers contact details.

Failure to attend a course or late cancellation will result in the following charges (see Table above).

Furthermore, we are still seeing high numbers of requests for eLearning courses that are not being completed. For every course that is not completed the Safeguarding Board incurs a charge for an unused licence. As we do not wish to restrict training courses, a £25 charge will be applied to every course that is not completed within 6 weeks of being requested to cover the cost of wasted licences.

Course duration	Charge
Up to 3 hours	£50
1 Full day	£100
2 Full days	£200

WSP Workforce Development and Engagement Team

Wigan Safeguarding Partnership would like to extend its sincere thanks to those agencies and colleagues who have supported the delivery of our training by providing resources, time and expertise. Without this input we could not offer this training programme.