



Multi Agency Training Programme

Sep 2011 – May 2012

Glasgow Child Protection Committee Training

Who is this training for?

Glasgow CPC training is aimed at all staff that work with children across Glasgow, whether as their main contact or indirectly, though contact with another family member. The training is free of charge.

How is the training delivered?

Training courses are delivered through a mixture of presentations, small group discussions and case studies. The courses are taught by the CP Training Co-ordinator as well as several practitioner trainers from across the city.

All training is delivered on a multi agency basis. This means you are training alongside people who work in a range of different roles. You will have the chance to share experiences and learn from each other.

Which course should I go on?

Before you attend any of the CPC training, you should have completed your own organisation's Awareness Raising training, or completed the CPC Awareness Raising CD ROM.

The CPC training is organised in line with the Scottish Government Training Framework (see next page) which should help you decide which course to attend. You should discuss with your line manager which course is most suitable – some agencies have a training pathway in relation to Child Protection, which will also help you.

What if I have any special learning or other needs?

All venues are accessible, and catering includes a vegetarian option. If you have any other needs (for example you require a wheat free diet, or you would like the materials in a particular format) please get in touch with the CP Training Co-ordinator on 0141 420 5862 or sw_cpc@sw.glasgow.gov.uk

How do I book a place?

Each agency in Glasgow has a different booking system. Please go to page 16 which will tell you how to book a place on a course.

Scottish Government Training Framework

The purpose of training and education is to equip people with the skills, knowledge and attitudes they need to take timely and effective action to get children the help they need, when they need it.

The training framework is a statement of the knowledge and skills required by those working with children and young people in order to help protect them. Training is set at four levels, depending on your role in Child Protection.

LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4
Awareness Raising	Foundation	Investigation, Assessment, Prevention & Recovery	Advanced & Specialist, Managing Child Protection
This training is suitable for those who have direct or indirect contact with children, young people and their families. This is essential training for all staff.	Learning at this level is for those who work directly with children and young people and need to know about the child protection process and how it impacts on daily practice.	Should be accessed by skilled practitioners working in complex situations who have progressed through previous levels, and have a direct role within the child protection process.	Specifically aimed at more experienced staff and their managers working within child protection, including those who manage / assess risk.

You can find out more information about your own agency's Child Protection training by [following the links on our website](#). This will also give you the name of the key contact from your agency for the inter agency training.

The CPC does not deliver any awareness raising training. We do, however, have materials you can use to develop your own awareness raising training, [which you will find on our website](#).

Courses Level One

Introduction to Assessment

Course Aims

To understand the processes of assessment with vulnerable families, particularly in relation to the Integrated Assessment Framework.

Learning Outcomes

Participants will:

- Understand the key principles of assessment.
- Understand how the Integrated Assessment Framework is being implemented across Glasgow.
- Be able to contribute to assessment of vulnerable families.

Introduction to Attachment Theory

Course Aims

To provide an understanding of Attachment theory

Learning Outcomes

Participants will:

- Understand the concept of attachment
- Recognise difficulties in parent-child relationships
- Understand how to engage with families to promote good attachment

Seeing the Signs

Course Aims

To provide a greater understanding of the signs and indicators of abuse, and enable participants to become more confident in their ability to assess these.

Learning Outcomes

Participants will:

- Understand the definitions of the five categories of child abuse
- Be aware of the concepts of significant harm and thresholds of risk
- Recognise common indicators of abuse
- Be confident in how to respond to indicators of abuse

Level Two

Child Protection Case Conference Attendance

Course Aims

To provide an understanding of the Case Conference process, and each agency's role in this.

Learning Outcomes

Participants will:

- Understand the CP Case Conference process.
- Understand the roles and responsibilities of each agency at a case conference.
- Be able to participate in a case conference and core group.

Communication and Support

Course Aims

To provide an understanding of how children communicate; and how to engage effectively with children and their families and provide ongoing support.

Learning Outcomes

Participants will:

- Identify the different stages of language and reasoning skills that children progress through.
- Recognise different methods of communicating with children.
- Demonstrate the need for effective and positive listening skills.
- Be able to provide support to families where abuse has taken place.

Child Sexual Abuse

Course Aims

To raise participant's knowledge of, and confidence in dealing with, issues in relation to sexual abuse of children

Learning Outcomes

- Provide basic information about child sexual abuse
- Explore workers feelings, values and attitudes
- Increase workers confidence in this area
- Raise awareness and knowledge levels

Child Trafficking

Course Aims

To raise participant's knowledge of the CPC Child Trafficking Procedures in order to enable them to respond appropriately to victims of trafficking

Learning Outcomes

Participants will be able to:

- Identify key indicators of child trafficking
- State CPC procedures in relation to Child Trafficking
- Recognise a range of responses to victims of trafficking

Impact of Parental Substance Misuse

Course Aims

To identify the impact of problem parental substance use on children, in order to support families effectively.

Learning outcomes

Participants will be able to:

- Recognise their own values in relation to problem parental substance use
- State key messages from policy documents
- Identify risk and protective factors for children affected by parental substance use

Neglect

Course Aims

To recognise the impact neglect has on children, in order to identify and work with neglect.

Learning outcomes

Participants will be able to:

- Identify signs and indicators of neglect
- Recognise their own values and the impact of these on practice
- Describe methods of intervention in neglect cases
- State their role in relation to working with children where neglect is an issue

Process of Joint Investigation

Course Aims

To provide an understanding of the Joint Investigation Process and each agency's role in the process.

Learning Outcomes

Participants will:

- Recognise when a joint investigation should take place.
- Know how a joint investigation is planned and carried out.
- Understand the purposes of joint investigative interviews and medical examinations
- Understand the tasks of the Case Conference and Core Group
- Be able to contribute to an investigation in a manner appropriate to their role

Risk Assessment

Course Aims

To outline the process of assessing and managing risk with vulnerable families.

Learning Outcomes

Participants will:

- Understand their role and contribution to the risk assessment process.
- Recognise relevant risk and protective factors relevant to the child protection process.
- Be able to construct a child protection plan.
- Recognise their responsibilities in relation to a child protection plan.

Roles and Responsibilities

Course Aims

To provide a greater understanding of the different roles of professionals and agencies in the CP process and how they fit together to protect children.

Learning Outcomes

Participants will:

- Have an awareness of current issues within the area of Child Protection at a national level.
- Understand the roles of different agencies in the Child Protection process, within the overall framework of interagency co-operation.
- Recognise the different tasks to be carried out by each agency

ThinkUKnow

Course Aims

To enable participants to deliver CEOP's Thinkuknow programme for 11 - 16 year olds directly to young people.

Learning Outcomes

Participants will:

- Be aware of online and mobile applications used by young people
- Identify issues faced by young people online
- Identify initiatives and organisations that can help and support young people

Vulnerable young people and sexual exploitation

Course Aims

To raise awareness of how children and young people become involved in sexual exploitation and the impact of their involvement, and how staff can respond to protect and support children and young people in this situation

Learning Outcomes

Participants will:

- Be aware of Inter Agency Procedure for Vulnerable Children and Young People at Risk of Significant Harm
- Understand key issues in relation to sexual exploitation
- Be able to respond to children and young people at risk of or involved in sexual exploitation

Vulnerable young people, Young Runaways and Alcohol Misuse

Course Aims

To raise awareness of issues in relation to vulnerable young people who run away or misuse alcohol

Learning outcomes

Participants will:

- Be aware of Inter Agency Procedure for Vulnerable Children and Young People at Risk of Significant Harm
- Identify and respond to key risk factors for young people who are at risk of running away
- Identify and respond to key risk factors for young people who are misusing alcohol

Working with Non Engaging Families

Course Aims

To help participants consider how to engage with families who are not co-operating, either through violence and aggression, or non-engagement.

Learning Outcomes

Participants will:

- Be aware of the Inter Agency Guidance on working with hostile and unco-operative families
- Recognise the different ways families can avoid co-operating with agencies.
- Be aware of strategies to manage work with non-engaging families

Level Three

Court Witness Skills

Course Aims

To address the requirements of both civil and criminal court hearings and cover the various roles of court personnel e.g. Reporter, Procurator Fiscal, Defence Agent as well as witnesses etc. The course will afford practitioners an opportunity to consider how they themselves can best prepare to attend court and to understand their role within the court setting.

Learning Outcomes

- To familiarise the participants with the Court System in Scotland.
- To familiarise the participants with the roles played by the various professionals within the court system.
- For professionals to be familiar with the preparations they should reasonably make when called to give evidence at court.
- To familiarise participants with the challenges of giving evidence as professional witnesses within a variety of court systems.

Graded Care Profile

Course Aims

To introduce participants to the Graded Care Profile, as a tool to assess the care provision of children across all areas of need.

Learning Outcomes

Participants will:

- Understand key concepts in relation to child neglect,
- Be aware of the factors that can impact on care of children
- Be confident to contribute to an assessment using the Graded Care Profile, to assess the quality of care experienced by a child

Joint Investigative Interview Training – Refresher

This course is a required course for all staff who have completed the Joint Investigative Interviewing Training over a year ago, and are still regularly involved in conducting joint interviews.

Course aims

- Consolidate practice skills in relation to the joint investigative interviewing of children
- Be informed of current developments in JII policy and practice

Learning Outcomes

By the end of the course students will be able to:

- Demonstrate refreshed knowledge of the investigative interview model
- Evaluate individual practice
- Describe recent policy developments

Level Four

Child Protection for Managers in the Voluntary Sector

Course Aims

To provide an overview of the statutory and professional responsibilities of agencies in relation to Child Protection, and the manager's role within this.

Learning Outcomes

Participants will:

- Be aware of relevant legal and policy frameworks
- Be able to implement these within their organisation, including staff recruitment and development/training

Joint Investigative Interviews with children with communication impairments

Course Aims

To provide an overview of the Joint Investigative Interview process to staff who may be involved in supporting children with communication impairments during interviews.

Learning Outcomes

Participants will

- Be aware of the process of joint investigation
- Understand the process of planning and conducting a joint investigative interview
- Be able to support children who are being interviewed

Training for Trainers

Course Aims

To introduce participants to the CPC Awareness Raising training session, so that they are able to deliver this within their agency

Learning Outcomes

Participants will:

- Understand principles of adult learning theory
- Recognise skills in managing and facilitating groups
- Be familiar with the content of the CPC awareness raising training session

Timetable – North East

Course	Date	Venue
Roles and Responsibilities	7 September 2011 9.15 – 12.30	The Bridge
Introduction to Assessment	19 September 2011 9.15 – 3.30	Cordia
Impact of Parental Substance Misuse	6 October 2011 9.15 – 12.30	The Bridge
Introduction to Attachment Theory	11 October 2011 9.15 – 12.30	Glasgow Community and Safety Services
Vulnerable Young People and Sexual Exploitation	25 October 2011 9.15 – 3.30	The Bridge
Neglect	2 November 2011 9.15 – 3.30	The Bridge
Graded Care Profile	3 November 2011 9.15 – 12.30	The Bridge
Seeing the Signs	22 November 2011 9.15 – 12.30	The Bridge
Child Trafficking	1 December 2011 9.15 – 12.30	The Bridge
Child Sexual Abuse	8 December 2011 9.15 – 3.30	The Bridge
Communication and Support	18 January 2012 9.15 – 3.30	Cordia
Risk Assessment	24 January 2012 9.15 – 3.30	The Bridge
Joint Investigative Interviews with Children with Communication Impairments	7 February 2012 9.15 – 12.30	Glasgow Community and Safety Services
Court Witness Skills	17 February 2012 9.15 – 3.30	The Bridge
Working with Non-Engaging Families	12 March 2012 9.15 – 3.30	The Bridge
ThinkUKnow	28 March 2012 9.15 – 12.30	The Bridge
Process of Joint Investigation	30 April 2012 9.15 – 3.30	The Bridge
Case Conference Attendance	16 May 2012 9.15 – 12.30	The Bridge
Vulnerable Young People, Young Runaways and Alcohol Misuse	29 May 2012 9.15 – 3.30	The Bridge

Timetable - North West

Course	Date	Venue
Impact of Parental Substance Misuse	14 September 2011 9.15 – 12.30	Drumchapel Community Centre
Court Witness Skills	16 September 2011 9.15 – 3.30	Drumchapel Community Centre
Introduction to Assessment	19 September 2011 9.15 – 3.30	Cordia
Introduction to Attachment Theory	11 October 2011 9.15 – 12.30	Glasgow Community and Safety Services
Vulnerable Young People, Young Runaways and Alcohol Misuse	13 October 2011 9.15 – 3.30	Drumchapel Community Centre
Process of Joint Investigation	27 October 2011 9.15 – 3.30	Drumchapel Community Centre
Working with Non-engaging Families	9 November 2011 9.15 – 3.30	Drumchapel Community Centre
ThinkUKnow	24 November 2011 9.15 – 12.30	Drumchapel Community Centre
Vulnerable Young People and Sexual Exploitation	30 November 2011 9.15 – 3.30	Drumchapel Community Centre
Neglect	5 December 2011 9.15 – 3.30	Drumchapel Community Centre
Graded Care Profile	6 December 2011 9.15 – 12.30	Drumchapel Community Centre
Communication and Support	18 January 2012 9.15 – 3.30	Cordia
Seeing the Signs	26 January 2012 9.15 – 12.30	Drumchapel Community Centre
Joint Investigative Interviews with Children with Communication Impairments	7 February 2012 9.15 – 12.30	Glasgow Community and Safety Services
Case Conference Attendance	23 February 2012 9.15 – 12.30	Drumchapel Community Centre
Risk Assessment	7 March 2012 9.15 – 3.30	Drumchapel Community Centre
Roles and Responsibilities	14 March 2012 9.15 – 12.30	Drumchapel Community Centre
Child Sexual Abuse	25 April 2012 9.15 – 3.30	Drumchapel Community Centre
Child Trafficking	24 May 2012 9.15 – 12.30	Drumchapel Community Centre

Timetable- South

Course	Date	Venue
Process of Joint Investigation	6 September 2011 9.15 – 3.30	Adelphi Centre
Risk Assessment	28 September 2011 9.15 – 3.30	Adelphi Centre
Introduction to Attachment Theory	3 October 2011 9.15 – 12.30	Glasgow Community and Safety Services
Court Witness Skills	7 October 2011 9.15 – 3.30	Glasgow South West Regeneration Agency
Introduction to Assessment	15 November 2011 9.15 – 3.30	Adelphi Centre
Impact of Parental Substance Misuse	17 November 2011 9.15 – 12.30	Adelphi Centre
Case Conference Attendance	28 November 2011 9.15 – 12.30	Adelphi Centre
Child Sexual Abuse	20 January 2012 9.15 – 3.30	Adelphi Centre
Child Trafficking	1 February 2012 9.15 – 12.30	Adelphi Centre
Joint Investigative Interviews with Children with Communication Impairments	7 February 2012 9.15 – 12.30	Glasgow Community and Safety Services
Vulnerable Young People, Young Runaways and Alcohol Misuse	28 February 2012 9.15 – 3.30	Adelphi Centre
Communication and Support	5 March 2012 9.15 – 3.30	Adelphi Centre
Neglect	19 March 2012 9.15 – 3.30	Adelphi Centre
Graded Care Profile	20 March 2012 9.15 – 12.30	Adelphi Centre
Vulnerable Young People and Sexual Exploitation	19 April 2012 9.15 – 3.30	Adelphi Centre
ThinkUKnow	23 April 2012 9.15 – 12.30	Adelphi Centre
Seeing the Signs	2 May 2012 9.15 – 12.30	Adelphi Centre
Working with Non Engaging Families	14 May 2012 9.15 – 3.30	Adelphi Centre
Roles and Responsibilities	21 May 2012 9.15 – 12.30	Adelphi Centre

Timetable

The following courses are aimed at specific staff groups:

Course	Date	Venue
These courses are aimed at staff and volunteers who are only available to attend training in the evening.		
Seeing the Signs	15 September 2011 6.00 – 9.00	Glasgow Community and Safety Services
Roles and Responsibilities	4 October 2011 6.00 – 9.00	Glasgow Community and Safety Services
Roles and Responsibilities	16 February 2012 6.00 – 9.00	Glasgow Community and Safety Services
Seeing the Signs	13 March 2012 6.00 – 9.00	Glasgow Community and Safety Services
These courses are aimed at staff working in the voluntary or independent sector, who are responsible for managing staff or for delivering child protection awareness raising training		
Child Protection for Managers in the Voluntary Sector	13 December 2011 9.15 – 3.30	Cordia
Training for Trainers	14 December 2011 9.15 – 3.30	Cordia
Child Protection for Managers in the Voluntary Sector	9 May 2012 9.15 – 3.30	Adelphi Centre
Training for Trainers	10 May 2012 9.15 – 3.30	Adelphi Centre
These courses are aimed at police and social work staff who have completed the 5 day Joint Investigative Interview Training. All JII trained staff are expected to complete an annual refresher course.		
JII Refresher (South/G Div)	31 January 2012 9.15 – 3.30	Adelphi Centre
JII Refresher (North West/A Div)	9 February 2012 9.15 – 3.30	Drumchapel Community Centre
JII Refresher (Sergeants/TLs)	21 February 2012 9.15 – 3.30	Adelphi Centre
JII Refresher (North East/B Div)	1 March 2012 9.15 – 3.30	The Bridge
JII Refresher (Citywide)	27 March 2012 9.15 – 3.30	Adelphi Centre

Venue Addresses

You will find a [link to a map of each venue on our website](#).

The Adelphi Centre 12 Commercial Road Gorbals GLASGOW G5 0PQ	Drumchapel Community Centre 320 Kinfauns Drive Drumchapel GLASGOW G15 7HA
The Bridge 1000 Westerhouse Road Easterhouse GLASGOW G34 9JW	Glasgow South West Regeneration Agency Festival Business Centre 150 Brand Street Govan GLASGOW G51 1DH
Glasgow Community and Safety Services Nye Bevan House 2 20 India Street 4 th Floor GLASGOW G2 4PF	Govanhill Housing Association Samaritan House 79 Coplaw Street GLASGOW G42 7JG
Cordia LDC Atlas Industrial Estate 12 Edgefauld Avenue GLASGOW G21 4BB	

Booking instructions

Applying for places

Every agency has a separate process for applying for places on courses. You should book your place through the contact person for your agency - see below for relevant contact for each agency.

Nominations open approx. 6 weeks before the course date. Each agency is allocated a set number of places on each course to ensure fair participation. Any spare places available 2 weeks before the course date will be available to other agencies.

You can find more information about booking, including course opening dates, [on the CPC Website](#).

Most courses are delivered on a CHCP basis, and priority is given to staff who work within that CHCP. Where staff work across CHCP boundaries, they can attend whichever course is most convenient.

Confirmation of places

The contact person for your agency will confirm if you have been allocated a place. You will **NOT** receive any further information from the CPC prior to the course.

Attendance on the day

- Course venue addresses are listed in the training calendar (above). Maps to the venues are available on the CPC website.
- All courses start at **9.15am prompt**. Half day sessions will end at **12.30pm** and full day sessions will end at **3.30pm**.
- Tea and coffee will be provided at the midmorning break, and lunch will be provided for full day courses. There will be a vegetarian option; if you have any other dietary requirements please contact the CP Training Co-ordinator 2 weeks before the course.

Cancellation of attendance

If you are not able to attend, please contact the CP Training Co-ordinator as soon as possible before the course. If you do not attend and do not give apologies, this information will be passed back to your agency representative.

Glasgow Life	Contact Pauline Timoney on 0141 276 9917
Education	Access to courses is co-ordinated by Education HQ. Places will be allocated by the QIO in each CHCP. Please contact Loretta Scott on 0141 287 3959 for further information
Health	Email SW_GlasgowCPC@sw.glasgow.gov.uk
Glasgow Community and Safety Services	Contact the Training Officer on 0141 276 7731
Police	Contact Fil Capaldi on 0141 532 3085
Social Work	Access to courses is co-ordinated by Service Managers, please contact your local Manager
Voluntary Sector	Complete the Voluntary Sector nomination form (on the CPC website) or email SW_GlasgowCPC@sw.glasgow.gov.uk
Scottish Children's Reporter Administration	Contact Gordon Bell on 0141 567 7947
Other agencies	Email SW_GlasgowCPC@sw.glasgow.gov.uk