

## **Mid Sussex District Council Safeguarding Training Plan 2017/18**

Mid Sussex District Council is committed to the safeguarding of Children and Adults who may be at risk of or subject to abuse. In order to meet this commitment Mid Sussex District Council has a duty to ensure all staff (permanent and temporary) and all those working on behalf of the council have a level of training and knowledge in safeguarding appropriate to their role.

Safeguarding Training is divided in to Tiers each of which is matched to the specific job role within the organisation.

Tier	Target group	Frequency	Method
Tier 1 - Basic Awareness	Mandatory for all Staff, Volunteers and Elected Members of the Council.	3 yearly	Online
Tier 2 - Enhanced Awareness	Staff with an enhanced level of engagement with the community	2 Yearly	Direct
Tier 2 - Enhanced Awareness	Elected Member Training	2 Yearly	Direct
Tier 3	Designated Officer Training	2 Yearly	Direct
Supplementary Training	Supplementary training on specific safeguarding or related subjects	As required	Online/ Direct

## **Tier 1 Safeguarding Training - Basic Awareness**

This is mandatory training for all staff working for or on behalf of Mid Sussex District Council. Basic awareness is an online module available to all staff via the Learning Pool. Line Managers and Business Unit Leaders are responsible for ensuring that all staff have the protected time to complete this training. This module is to be taken 3 yearly to ensure continued awareness however updates on significant safeguarding issues will be disseminated via internal communications during this time.

### **Learning Objectives**

- To name the key legislation and organisations that inform safeguarding practice both locally and nationally.
- To be able to identify the categories of abuse which both Children and Adults may be at risk of or subject to.
- To recognise potential indicators of each type of abuse and to recognise factors that increase risk of abuse.
- To demonstrate knowledge of the safeguarding policy and procedures for Mid Sussex District Council including how to respond in the event of an allegation or concern.

## **Tier 2 Safeguarding Training - Enhanced Awareness**

This training is for those staff who have a need for enhanced awareness of safeguarding as a result of their role within Mid Sussex District Council. This may be as a result of direct work with the community or managing staff who have a higher level of community engagement. The enhanced awareness training is also for Elected Members due to their community engagement role.

This module is to be undertaken 2 yearly to ensure continued awareness however updates on significant safeguarding issues will be disseminated via internal communications during this time.

Tier 2 training is an additional direct training session following completion of the Tier 1 online module.

### **Learning Objectives**

Tier 2 training covers the learning objectives detailed in Tier 1 training and additionally;

- To recognise and discuss the types, indicators and effects of abuse at an enhanced level.
- To analyse the role of safeguarding within the services provided by Mid Sussex District Council and apply this knowledge to the development of safe working practice.
- To discuss how personal and societal value base impact on safeguarding practice. To evaluate how our own values impact on our working practice within the community.

## **Tier 3 Designated Safeguarding - Officer Training**

Designated Safeguarding Officer training is for those members of staff who act as a Designated Safeguarding Officer within Mid Sussex District Council. These officers have an enhanced level of safeguarding training to support staff in the identification and responses to safeguarding concerns or allegations. All designated officers will have completed mandatory Tier 1 online training. This module is to be undertaken 2 yearly to ensure continued awareness however updates on significant safeguarding issues will be disseminated via the Safeguarding Working Group and internal communications during this time. This training is a directly delivered session which incorporates Tier 2 learning objectives and additionally;

### **Learning Objectives**

- To recognise the emotional component of safeguarding practice and discuss how this is managed organisationally to support staff and members of the community.
- To identify potential barriers to reporting concerns or allegations and to discuss ways of overcoming these within the organisation.
- To identify how the DSO role operates within the organisation and discuss the responsibilities attached to this role.

### **Supplementary training**

Specific subject based safeguarding training or subjects related to safeguarding may be introduced based on a training needs analysis of an individual or team. This can be facilitated internally by the Lead Safeguarding Officer or via external trainers if required. Examples of this would be; Child Sexual Exploitation, Modern Slavery, Mental Health Awareness. These sessions may be in response to particular issues identified within the Council or the Communities and would provide a detailed session on an area of safeguarding (or related) practice.

### **Training responsibility and register**

Line managers and Business Unit Leaders are responsible for ensuring that all staff complete the Tier of training appropriate for their role.

A training register will be held by the HR department and the LSO. Automated reminders will be sent when updates are required to allow staff to plan protected time to complete training.

