



Gateshead **Children** and **Young People's** Partnership

Integrated Working Training Directory 2010 - 2011

*Training programmes for all practitioners
and managers working with children and
young people and families*

Integrated Working Training Directory 2010 - 2011

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Introduction

Building Brighter Futures: Next steps for the Children's Workforce sets out a bold vision for 21st century children's services putting the needs of children and young people and their families at the heart of everything we do. In order to deliver those better outcomes practitioners need to work more closely together in order to connect children young people and their families with the services they need.

'In Gateshead we have had a strong tradition of working together cooperatively to ensure the best possible outcomes for our children and young people. Our strengthened Children's Trust arrangements provide an opportunity to embed excellence across the workforce and establish a strong commissioning role in the delivery of services. It is essential for us all to develop our delivery models, working practices and relationships to ensure that services for children, young people and their families are of the highest quality. This Directory will help us all to work together effectively using a common language and common processes towards that end.'



Margaret W. Whellans

Margaret Wellans, Group Director Learning & Children,
and Director of Children Services

This programmes illustrated in this training directory will provide practitioners and their managers with the knowledge, understanding and skills to take forward the integrated working agenda and will provide opportunities for services to come together to develop that shared vision.

We are committed to providing the highest quality training and networking opportunities to enable services and agencies to work together towards common goals to improve the lives of children, young people and families.

How to use this directory

Are You a Manager?

Then the **green** courses are core programmes specifically for you but you should also check out the **blue** courses that are core programmes suitable for the wider workforce and support the Common Core of skills and knowledge for a highly effective integrated workforce.

Are you a Practitioner?

Then the **pink** courses are core programmes specifically designed with you in mind and the **blue** courses are Core programmes suitable for the wider workforce and support the Common Core of skills and knowledge for a highly effective integrated workforce.

Is elearning your thing?

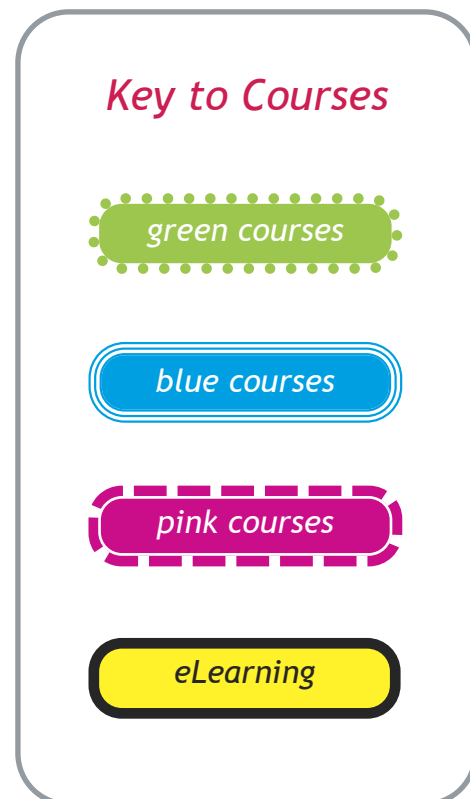
If your role requires a basic awareness and understanding of integrated working then get logged onto our **eLearning Programme** . Find out more on page 15.

Booking

Please see individual course details for booking instructions.

Anything else?

Have we missed anything? This is the first outing for this training offer. If there is anything you would like to see included then let us know via **change4children@gateshead.gov.uk**



Integrated Working For Managers

Course Duration: Half Day

Availability:

2010	
20 April	9.30am - 1.00pm
19 May	1.00pm - 4.30pm
24 June	9.30am - 1.00pm
19 July	1.00pm - 4.30pm
21 September	9.30am - 1.00pm
20 October	1.00pm - 4.30pm
18 November	9.30am - 1.00pm
13 december	1.00pm - 4.30pm
2011	
18 January	9.30am - 1.00pm
16 February	1.00pm - 4.30pm
17 March	9.30am - 1.00pm

Objectives:

- To understand the business case for integrated working
- To understand the integrated tools and processes and how they fit together
- To explore the implications of integrated working for your service
- To explore what will help and hinder implementation in your service
- To consider how to deal with management situations arising from integrated working

Who is this for: Managers working in services or organisations supporting children, young people and families

How to book: Book online @ www.gatesheadcyptrust.co.uk or complete and return the booking form at the back of this directory.

'Involve Me'

Children and young people's engagement training

Involving children and young people is essential to making services fit for the future. Engaging with children and young people is the responsibility of all services across the workforce for children young people and families.

This course will give you a basic understanding and practical ideas of how you can improve the involvement of children and young people, and effectively engage with them in the planning and delivery of services

The course will be delivered by young people, supported by children and young peoples engagement workers

Course Duration: Half day and Full day Courses

Availability: To be arranged

Objectives: Participants will gain:-

- A better understanding of the methods of children and young peoples engagement
- Knowledge of the benefits of engaging children and young people in service planning and delivery

Who is this for: Those involved in service planning across the workforce for children, young people and families

How to book: Book online @ www.gatesheadcyptrust.co.uk or complete and return the booking form at the back of this directory.

Managing Solution Focused Practice

Course Duration: One day
9.30am - 4.30pm

Availability: 2010 - 18 June, 15 October

- Objectives:**
- To Describe the origins and assumptions of Solution Focused Practice
 - To give managers an opportunity to see what Solution Focused Practice is and develop confidence in the approach
 - To try out practice tools which can also be used in Supervision
 - To identify any other steps managers can take to help staff adapt solution Focused Practice to their work

Who is this for: Managers of practitioners working to a solution focused approach

How to book: Book online @ www.gatesheadcytrust.co.uk or complete and return the booking form at the back of this directory.

Common Assessment Framework (CAF), Team Around the Family (TAF) and Lead Practitioner (LP) in Practice

Course Duration: One day
9.30am - 4.30pm

Availability: 2010 - 27 April, 11 May, 10 June, 29 June, 7 July, 15 July,
12 August, 24 August, 10 September,
27 September, 11 October, 26 October,
10 November, 26 November, 7 December

2011 - 11 January, 28 January, 7 February, 23 February,
11 March, 21 March

Objectives:

- To understand the Common Assessment Framework and how it supports children, young people and families
- To understand the local CAF process
- To effectively apply the CAF process in practice
- To understand the Team Around the Family Process
- Raise awareness of Personalised Funding
- To understand the role of the Lead Practitioner
- To encourage multi agency networking

Who is this for: Practitioners working directly with children, young people and families

How to book: Book online @ www.gatesheadcyptrust.co.uk or complete and return the booking form at the back of this directory.

Introduction to Solution Focused Practice

Course Duration: One day
9.30am - 4.30pm

Availability: 2010 - 17 June, 14 October

Objectives:

- To consider the historical development of the Solution Focused Approach
- To explore beliefs about practice which are likely to bring user strengths to the fore
- To explore some of the practice tools

Who is this for: Practitioners who require an introduction into Solution Focused Practice

How to book: Book online @ www.gatesheadcyptrust.co.uk or complete and return the booking form at the back of this directory.

Effective Team Around the Family (TAF) Meetings

Course Duration: Half Day

Availability:

2010	
4 May	1.00pm - 4.00pm
3 June	1.00pm - 4.00pm
2 July	1.00pm - 4.00pm
4 August	9.30am - 12.30pm
1 September	1.00pm - 4.00pm
5 October	9.30am - 12.30pm
4 November	1.00pm - 4.00pm
6 December	9.30am - 12.30pm
2011	
6 January	1.00pm - 4.00pm
4 February	9.30am - 12.30pm
2 March	1.00pm - 4.00pm

Objectives:

- To understand the team around the family process
- To understand the role of TAF members
- To effectively chair meetings and apply decision making skills
- To consider minute taking and record keeping in relation to TAF meetings

Who is this for: Practitioners who require an understanding of effective Team around the Family Meetings

How to book: Book online @ www.gatesheadcyptrust.co.uk or complete and return the booking form at the back of this directory.

ContactPoint

Course Duration: Half day

Availability: You will be invited to attend for this training if you are selected as an appointed person in the use of ContactPoint

Objectives:

- Users understand the importance of security
- Users understand their role in maintaining security of the system
- Users have appropriate skills to access the system according to the access roles permitted
- Users understand the processes for gaining mediated access, sensitive services and shielded records
- Users are able to log on for the first time and gain support for their use of ContactPoint

Who is this for: Managers and practitioners whose role involves making and receiving referrals, carrying out CAF assessments or taking on the role of Lead Practitioner. Any practitioners who are involved in Team Around the Family working should also be considered for training and access to ContactPoint

IMPORTANT NOTICE

All delegates are required to have completed Information Sharing training in Practice course before booking a ContactPoint training session.

All trainees are required to provide valid photographic identity card/document at the training session.

Information Sharing in Practice

Course Duration: One day

Availability: Dates available on the website

- Objectives:**
- To understand the context for and importance of information sharing
 - To understand the powers governing sharing of information
 - To be able to make informed decisions in relation to information sharing and consent
 - To know where to obtain further support and advice

Who is this for: Managers and practitioners whose role involves making and receiving referrals, carrying out CAF assessments. Those who are likely to take on the role of Lead Practitioner and are involved in Team Around the Family working

How to book: Online booking only @ www.gatesheadcytrust.co.uk

IMPORTANT NOTICE

All users of ContactPoint are required to complete the Information Sharing in Practice course in full before receiving ContactPoint training and access

Think family!

Course Duration: Half day

Availability:

2010	
22 April	1.00pm - 4.00pm
21 May	9.30am - 12.30pm
22 June	1.00pm - 4.00pm
23 July	9.30am - 12.30pm
16 August	1.00pm - 4.00pm
23 September	1.00pm - 4.00pm
18 October	1.00pm - 4.00pm
17 November	9.30am - 12.30pm
16 December	1.00pm - 4.00pm
2011	
19 January	9.30am - 12.30pm
15 February	1.00pm - 4.00pm
14 March	9.30am - 12.30pm

Objectives:

- To understand the 'think family' approach and how it will improve outcomes for families
- To consider the main strands of the family pathfinder in Gateshead:
 - Cultural change in how adult and children's services work together
 - Young carers and potential young carers
 - Personalisation
 - Hidden harm and families at risk

Who is this for: Managers and Practitioners working in services or organisations supporting children, young people and families

How to book: Book online @ www.gatesheadcyprtrust.co.uk or complete and return the booking form at the back of this directory.

Early Support

Course Duration: One day

Availability: Dates to be arranged

- Objectives:**
- Develop an understanding of partnership models of working and the helping process
 - Consider and discuss the appropriate use of Early Support materials to promote partnership working
 - Begin to develop an appreciation of the importance of being a self-reflective practitioner
 - Linking Common Assessment Framework, Team around the Family and the Lead Practitioner Guidelines to work together with Early Support approaches

Who is this for: The course is initially aimed at the Children's workforce 0-5 years across Health, Education, Social Care, private, independent and voluntary sectors.

How to book: Please contact:
Gavin Jordan
Tel No: (0191) 4336607
Fax No: (0191) 433 6015
E-mail: gavinjordan@gateshead.gov.uk

Integrated Working in Response to Fuel Poverty

Course Duration: Half day

Availability: 2010
5 May (1.30pm – 4.00pm)
9 July (9.30am – 12 noon)
7 October (1.30pm – 4.00pm)
1 December (9.30am – 12 noon)

2011
3 February 9.30am – 12 noon)

Objectives:

- To examine the links between fuel poverty, housing, ill health and associated family problems
- Consider some of the fuel poverty related policies that impact upon families
- Receive information on how the 3 domains of the CAF have implications on fuel poverty and how the assessment can be a mechanism for referring potentially fuel-poor families
- To understand the methods of identifying families at increased risk from problems such as physical, mental and emotional illness, and education and employment difficulties because of cold damp homes
- To examine household issues such as finances, heating and provision of food and how they link to potential problems with energy efficiency and fuel bills/fuel debt
- Receive information on how to refer vulnerable householders in Gateshead for help and advice

Who is this for: Managers and practitioners working in services or organisations supporting children, young people and their families

How to book: Book online @ www.gatesheadcytrust.co.uk or complete and return the booking form at the back of this directory.

Safeguarding Children and Young People for NON Children's Workforce (Think Family Agenda)

Course Duration: Half day

Availability: 2010
30 June (9.30am – 12.30pm)
16 September (9.30am – 12.30pm)
25 January (9.30am – 12.30pm)

Objectives: To provide a greater understanding of:

- Every Children Matters Agenda
- Safeguarding Children and Young People
- Child protection
- Allegations against Staff
- Common Assessment Framework
- Team Around the Family
- Personalisation Funding

Who is this for: The Adult Workforce, Statutory, Private Voluntary and Independent Sectors
Any practitioners who work with adults with dependant children

How to book: Book online @ www.gatesheadcyptrust.co.uk or complete and return the booking form at the back of this directory.

What's in a Word - Make it Work Development Through Drama

A development through drama event which aims to explore issues of equality and diversity



Course Duration: Half Day

Availability: 2010
26 May (9.30am – 12.30pm)
13 October (1.30pm – 4.30pm)

Objectives:

- Examine personal attitudes and approaches to discrimination, especially in light of new legal duties to 'promote' positive attitudinal change
- To consider the nature of discrimination within public organisations
- To introduce new and existing legal requirements across the seven strands of equality and diversity
- To explore what all this means for individual workers in their partnership working and in relating to those who use their services

Who is this for: Managers and practitioners working in services or organisations supporting children, young people and their families

How to book: Book online @ www.gatesheadcyptrust.co.uk or complete and return the booking form at the back of this directory.

Joining up Services - Make It Work Development Through Drama

A development through drama event to support integrated working putting Common Assessment Framework, Team around the Family and Lead practitioner into Practice

**NOT
TO BE
MISSED**

Course Duration: Half Day

Availability: 2010 - 26 May (1.30pm - 4.30pm)
13 October (9.30am - 12.30pm)

Objectives:

- Understand the value of working together to provide joined up, co-ordinated services to children, young people and families.
- Consider the common tools process we use and how to employ them effectively.
- Embed the Common Assessment Framework, Team around the Family and Lead Practitioner role in your practice.
- Explore good practice.
- Consider the impact of our work on service users.

Who is this for: Practitioners working with children, young people and families across Gateshead who have already attended the Common Assessment Framework, Team around the Family and Lead Practitioner in Practice training.

How to book: Book online @ www.gatesheadcyptrust.co.uk or complete and return the booking form at the back of this directory.

Reducing Children's Exposure to Second Hand Smoke

Second hand smoking means involuntarily breathing in other peoples tobacco smoke. Exposure to second hand smoke imposes serious risks to health, particular to children, who unlike most adults have little choice over such exposure

Course Duration: Half Day (9.00am – 1.00pm or 1.00pm – 5pm)

Availability:

2010	
28 April	9.00am – 1.00pm
25 May	9.00am – 1.00pm
30 June	9.00am – 1.00pm
21 September	9.00am – 1.00pm
27 October	1.00pm – 5pm
25 November	1.00pm – 5pm
16 December	1.00pm – 5pm

Objectives:

- To practitioners working with parents and carers to raise the issue of second hand smoke protection for their children
- To equip practitioners with the knowledge and skills to help them support parents/carers to reduce children's exposure to second hand smoke both in and outside the home

Who is this for: Managers and practitioners working in services or organisations supporting children, young people and their families.

How to book: Book online @ www.gatesheadcyptrust.co.uk or complete and return the booking form at the back of this directory.

Child Protection Basic Awareness

To provide introductory training on how to work together to safeguard and promote the welfare of children who might be at risk of abuse and neglect.

Course Duration: Half day

Availability: 2010
11 May (5pm – 8pm)
19 May (9.30am – 12.30pm)
12 July (1.30pm – 4.30pm)
14 September (9.30am – 12.30pm)
20 September (5pm – 8pm)
11 November (1.30pm – 4.30pm)
20 January (5pm – 8pm)
16 March (1.30pm – 4.30pm)

Objectives:

- To understand what is meant by child abuse and neglect
- To recognise common signs that a child may be being neglected or abused
- To understand the local interagency child protection arrangements
- To know how to act if there are concerns about a child's care and safety

Who is this for: Managers and practitioners working in services or organisations supporting children, young people and their families.

How to book: Book online @ www.gatesheadcyptrust.co.uk or complete and return the booking form at the back of this directory.

Chlamydia Screening Awareness Training

Course Duration: Half day
9.30am – 12.30pm

Availability: 2010
3 June (9.30am – 12.30pm)
23 September (9.30am – 12.30pm)

2011
15 February (9.30am – 12.30pm)

Objectives:

- To introduce and explore Chlamydia, focusing on relevant information relating to the epidemiology of Chlamydia
- To raise awareness of the topical issues pertinent to this important public health issue
- To enable staff to deliver accurate information and intervention to young people accessing Chlamydia screening

Who is this for: Managers and practitioners working in services or organisations supporting children, young people and their families.

How to book: Book online @ www.gatesheadcyptrust.co.uk or complete and return the booking form at the back of this directory.

Young People and Substance Misuse SMART

Course Duration: Half Day

Availability: 2010
10 June (1.00pm - 4.00pm)
9 September (1.00pm - 4.00pm)
9 December (1.00pm - 4.00pm)

Objectives:

- To raise awareness of substance misuse issues
- To understand drug categories and their effects
- To understand the local screening and referral process and how they link with the CAF process
- An opportunity to share and learn about young people's substance misuse in Gateshead, how to identify substance misuse, and how to effectively refer young people into specialist substance misuse services

Who is this for: Managers and practitioners who require a good basic awareness of substance misuse, screening and referral

How to book: Book online @ www.gatesheadcytrust.co.uk or complete and return the booking form at the back of this directory.

Integrated Working in practice eLearning programme

Course Duration: At learners own pace (approximately half a day in total)

Availability: Open availability

Objectives: Modules are:

- Children's Trust arrangements
- Information Sharing and ContactPoint
- Common Assessment Framework, Team Around the Family and Lead Practitioner
- Safeguarding Children
- Service Directory, Children's Centres
- Extended Schools

Each module provides an interactive introduction to its subject

Who is this for: Any member of the children and young people's workforce who's role requires a basic awareness and understanding of integrated working.

How to book: All you need is access to the Internet and an e-mail address. Contact Change4Children@gateshead.gov.uk



Gateshead **Children** and **Young People's** Partnership

Links to Other Directories

Social Care Information and Learning Services

Background to SCILS

SCILS was set up in April 2001 with the aim of providing training materials and information via the Internet to health and social care organisations (both statutory and independent sectors).

What is on the SCILS/EILS website?

SCILS is an independent organisation providing information and learning services to health, social care, education, and the independent sectors with the biggest single area of work being the provision of a subscription website containing:

The image shows a graphic with a dark blue top section and a white bottom section. On the right side, there is a red curved shape. The SCILS logo is in the center, with the text 'Social Care Information & Learning Services' below it. To the right of the logo is a list of services. Below the logo is a thumbs up gesture. On the left side, there is a section titled 'KEY FEATURES' with three bullet points: 'Individual Learning Sessions', 'Group Learning Sessions', and 'Newsdesk'. At the bottom left, there is a line of text: 'Examples of all the services can be seen by visiting www.scils.co.uk or www.eils.co.uk'.

KEY FEATURES

Individual Learning Sessions - a wide range of learning sessions (up to one and a half hours in length) covering a wide variety of topics for individual staff at all levels in the organisation. Two versions of each session are available - one designed to support learning on-line and one plain version that is easy to print out and copy.

Group Learning Sessions - Training sessions designed for managers or those with training responsibilities to download and run with their staff. Most provide an hour-long training session, others are designed to last for up to half a day. All come with handouts ready for copying, guidance about running the session and clear learning objectives.

Newsdesk - Twice weekly we identify key issues relating to changes and developments in policy, legislation and other key social documents and email the new information directly to subscribers. The website provides a summary of the information and a link into the main document / website.

Examples of all the services can be seen by visiting www.scils.co.uk or www.eils.co.uk

Scils

Social Care Information
& Learning Services

High quality training materials and information providing underpinning knowledge for the Health and Social Care National Occupational Standards (Adult Care), Induction/Foundation Standards, Learning Disability Award Framework and the Registered Manager's Award.



Registering To access the SCILS/EILS learning resource log on to:

<http://www.scils.co.uk> or <http://www.eils.co.uk>

You will be asked to register, your registration number: 296TYWE

© Social Care Information and Learning Services

Skills for Life & ESOL

Have you got an
up to date qualification
in Maths and English?

Would you like to achieve a free
qualification that could be
equivalent to GCSE/C grade?



For more information see overleaf...
or contact the Skills for Life Team on 0191 433 8738

Community Learning Family Learning Skills for Jobs Skills for Life Vocational Learning



The new national qualification in English and maths are equivalent to the level of a GCSE.

- **Improve your career prospects**
- **Get a certificate**
- **Boost your confidence**

The FREE test takes only an hour and we will help you prepare for it with mock tests and friendly advice from our tutors.

Drop-in sessions at:-

Gateshead Civic Centre
State of the Art, Dryden Centre
Birtley Hub
Queen Elizabeth Hospital

Tuesday - Friday
Wednesday and Thursday
Tuesday
Wednesday

Once you pass, you will get a National certificate at level 1 or 2* in either maths or English.

For further information or to book an appointment call:

Gateshead Council Adult Learning and Skills
0191 433 8547 or 0191 433 8738
email: testgateshead@gateshead.gov.uk



*Are you ready for
the skills challenge?*

Inter-Agency Child Protection Training

Course programme 2010 - 2011



Safeguarding and protecting children is everyone's business

Gateshead's Local Safeguarding Children Board provides a comprehensive training programme to help develop knowledge about, and increased competence in, safeguarding and protecting children.

There are a wide range of courses offering basic awareness and foundation courses in child protection, alongside more specialist courses to develop skills, knowledge and practice.

All LSCB courses are attended by people from a variety of agencies and workplaces. Such training offers an invaluable opportunity to train together in an inter-agency setting, helping staff from agencies to work together more collaboratively.

How to find out more and apply for LSCB interagency training?

www.gatesheadcyptrust.co.uk

Select the link to the Local Safeguarding children's board.

LSCB courses are open to staff and volunteers from statutory, voluntary and independent sectors in Gateshead:

- who provide a service to children and young people and/or their families.
- who works with adults who have care responsibilities for children and young people
- who comes into contact with children and families in the course of their work, even when working with children is not their primary role.

Government Research findings (DCSF: Nov 2009)

"The opportunity to learn together was very highly valued."

"There were substantial and significant gains in knowledge and in self-confidence regarding safeguarding policies and procedures and promoting the welfare of children."

ORGANISATION, OUTCOMES AND COSTS OF INTER-AGENCY TRAINING FOR SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN

John Carpenter, Dr Eszter Szilassy and Dr Demi Patsios University of Bristol; Professor Simon Hackett, Durham University

Contact

Please contact us direct with any queries or if you wish to discuss which course is most appropriate for you or your workforce.

Victoria Evans,
LSCB Workforce Development Officer
Business Strategy and Support Services,
Council Offices, Prince Consort Road,
Gateshead, NE8 4HJ.

Tel: 433 8365,
Email: victoriaevans@gateshead.gov.uk
Or

Workforce Development

Tel: 0191 433 8355,
Email:
workforcedevelopment@gateshead.gov.uk



Gateshead **Children** and **Young People's** Partnership

Booking Form

Course Title:
Date:
Name:
Organisation:
Position:
Address:
Post code:
Telephone:
e-mail:
Special requirements:

Please return completed booking form to:

**Change for Children, Workforce Development
Council Offices, Prince Consort Road, Gateshead NE8 4HJ**

**Tel: (0191) 433 8259 or 433 8296 Fax: (0191) 433 2299
e-mail: change4children@gateshead.gov.uk**



Gateshead **Children** and **Young People's** Partnership



INVESTOR IN PEOPLE



Produced by Learning and Children, Gateshead Council, March 2010