

HALTON

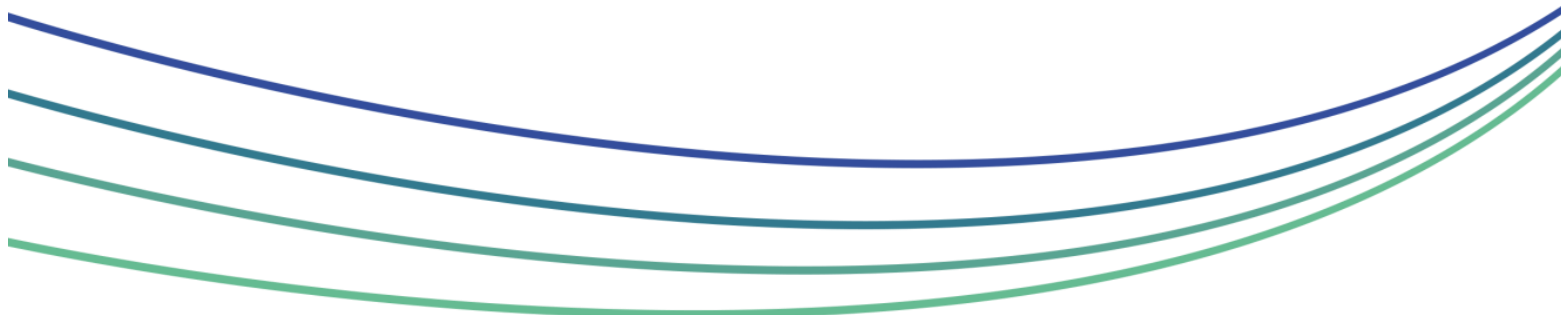
SAFEGUARDING

ADULTS

BOARD

2022/23 Training Programme

(September 2022 to
March 2023)



Halton Safeguarding Adults Board – Training Programme 2022/23

Halton Safeguarding Adults Board (HSAB) subsidises a small programme of training to enhance opportunity and access to learning across Halton.

For this second half of the year, as promised, we have managed to book some of these sessions as face-to-face training. Obviously, as we head into winter months, there may be changes to national or local measures to contain infection rises related to Covid, and/or other flu outbreaks. We will ensure these are communicated as soon as we have details.

Please look carefully when booking as some sessions for this period are still running as online learning. Once a booking had been made please ensure you are in the right place at the right time to participate.

This training is offered free of charge to those living and working in Halton and who have a direct involvement in the care and support of adults with additional needs. This includes volunteers, carers, those employed through a personal budget and those who use services. Courses covers local process, policy and protocol and are not relevant to those out of area.

The small print:

The programme primarily to enable those who currently have little or no access to development opportunities to participate in learning. It may also be used as a top-up option for organisations that do run training but where scheduled dates do not match current staff needs. HSAB appreciates the ongoing difficulties in sourcing and financing training and thank you for your cooperation in the appropriate use of this programme. As such we kindly request that organisations request no more than three places per training session.

To keep costs to a minimum all bookings are to be taken through Eventbrite. Booking on Eventbrite will constitute a secured place on the course. Contact details given through your Eventbrite booking will be used for the purposes of setting up and delivering the course. They will be used internally to the Council and shared with the commissioned provider who has been instructed by HSAB to deliver the training. This is so that any course materials can be shared but please rest assured that training providers will not be used for any other purpose. HSAB will retain a record of training attendance and may use contact details to promote future training programmes.

Please note that Eventbrite is a third-party company and is not held to the same information governance requirements as the HSAB or Halton Borough Council. For more information on their data protection please visit:

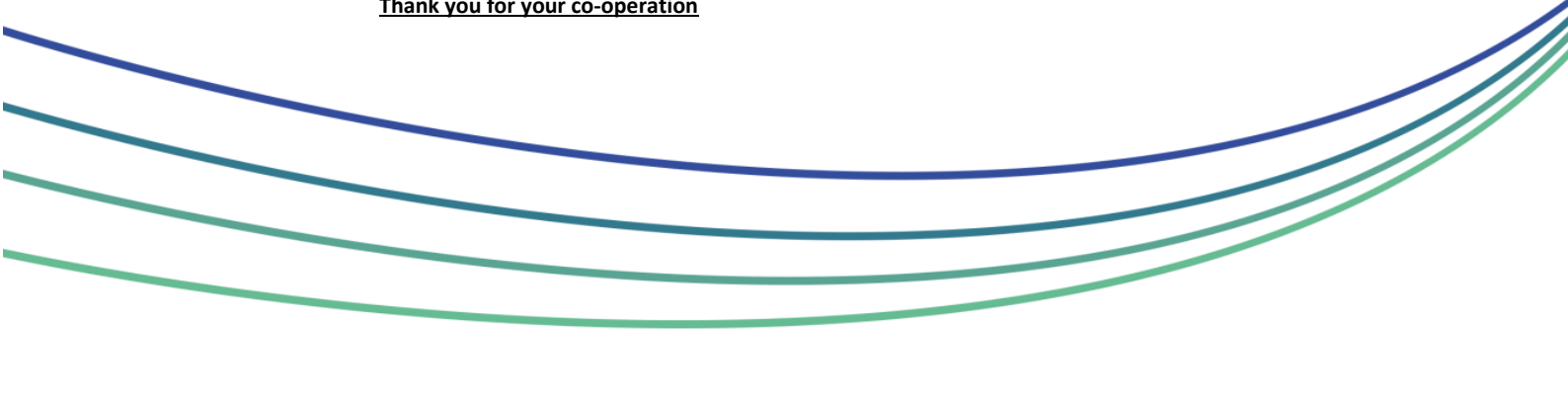
https://www.eventbrite.co.uk/support/articles/en_US/Troubleshooting/eventbrite-privacy-policy?lg=en_GB

Where places are booked and there is a failure to attend (or to send a substitute delegate where there is a genuine reason for being unable to attend) a charge will be made to cover the cost of the course. **The amount charged for a non-attended place will be £30.** Any cancellation made within seven working days of the course will not be chargeable. Early cancellations should be made through Eventbrite. If you have any problems with this system please contact the HSAB training co-ordinator via the Safeguarding Unit on 0151 907 8306.

Please note that course attendance is recorded. It may impact on your organisation in the future, if you need to evidence of attendance at training, so please ensure that all attendees give relevant (and legible) details requested for this process.

HSAB reserve the right to change or alter this programme should the need arise. Where possible, notice will be given of any changes.

Thank you for your co-operation



Safeguarding Adults – Awareness and Responsibilities

Aims:

A range of people may be involved in supporting adults with additional needs to live their day-to-day lives. This session will provide staff, volunteers and carers (paid or unpaid) with the knowledge and understanding of adult safeguarding requirements and enable them to recognise their own responsibilities within this process.

Safeguarding is everyone's business and this course looks at how and why safeguarding adults is important, what constitutes abuse and harm and when and how to raise an alert.

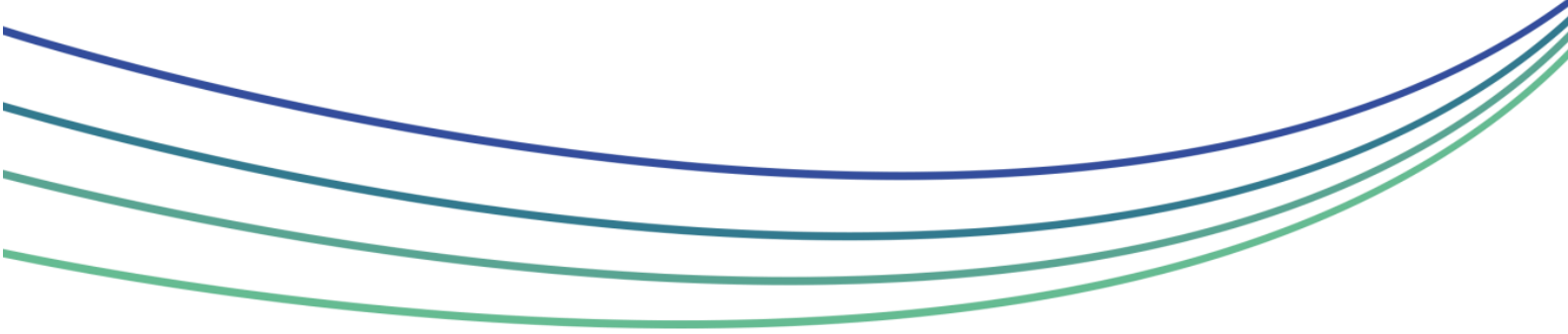
It is aimed at ensuring participants can respond to concerns effectively and take appropriate action where there is an identified risk of harm.

Learning Outcomes:

By the end of the session attendees to this training will be able to:

- Define what safeguarding adults means and what constitutes an 'adult at risk'
- Understand the context of safeguarding adults – national policy, guidance and legislation
- Identify types and categories of abuse
- Recognise the signs, symptoms and indicators of abuse/ potential abuse
- Consider the difference between a care concern and a safeguarding alert and know when to report a concern
- Recognise relevant roles and responsibilities in the safeguarding process and appropriate responses to an alert
- Becomes familiar with the policy and practice in Halton (as specified by the Halton Safeguarding Adults Board and its wider partnerships)
- Ensure adults are at the centre of any safeguarding enquiries
- Acknowledge the features of safe practice and the procedures

Topics Covered:

- Safeguarding and the Care Act 2014
 - The six statutory principles of safeguarding adults
 - An awareness of Whistleblowing
 - The concepts of Making Safeguarding Personal and Making Every Adult Matter
 - How to report a concern – do's and don'ts
 - Recording, reporting and information sharing
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Target Audience

This course is aimed primarily at those working in social care, health and support roles within Halton for those with additional needs which arise as part of a disability, impairment or illness.

Delivery method and details

This is a three-hour learning session which involves group discussion, participatory exercises and interactive activity.

It is expected that the knowledge and skills gained will be taken away and embedded into practice. The learner’s organisation will be accountable for measuring competence following training.

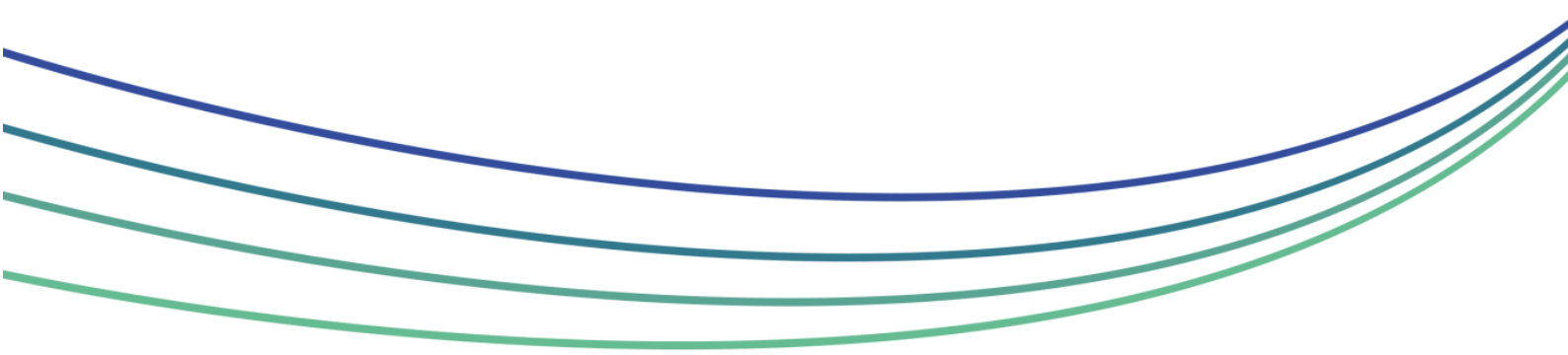
There is no preparatory learning associated with this course. Participants who access the Council’s Enable e-learning site may wish to undertake the Safeguarding Adult Awareness module for background knowledge or as an alternative learning option. Details of how to access this are at the end of this programme.

Learners are expected to refresh their knowledge and understanding of adults safeguarding at least every three years.

Safeguarding Adults – Awareness and Responsibilities – 2022-23 Courses

| Date | Times | Delivery Method |
|--------------------------|-------------|--|
| Thursday 13 October 2022 | 13.30-16.30 | This is face-to-face training delivered at Grangeway Community Centre in Runcorn. Full joining instructions will be sent out to booked delegates prior to the training date. |
| Friday 13 Jan 2023 | 09.30-12.30 | |
| Tuesday 14 March 2023 | 17.00-20.00 | |

Bookings can be made through: <http://haltonsafeguardingadultsboard.eventbrite.com/>



Provider-led concerns and enquiries – local policy and procedure

Aims:

This session has been designed to widen awareness and understanding of the processes in Halton for raising concerns about adult social care practice that fall short of constituting a safeguarding alert.

The Provider-led Concerns and Enquiries model (implemented in 2020) replaces the previous Care Concerns process, placing emphasis on those delivering services to scrutinise their own practice, learn from the experience and make positive changes.

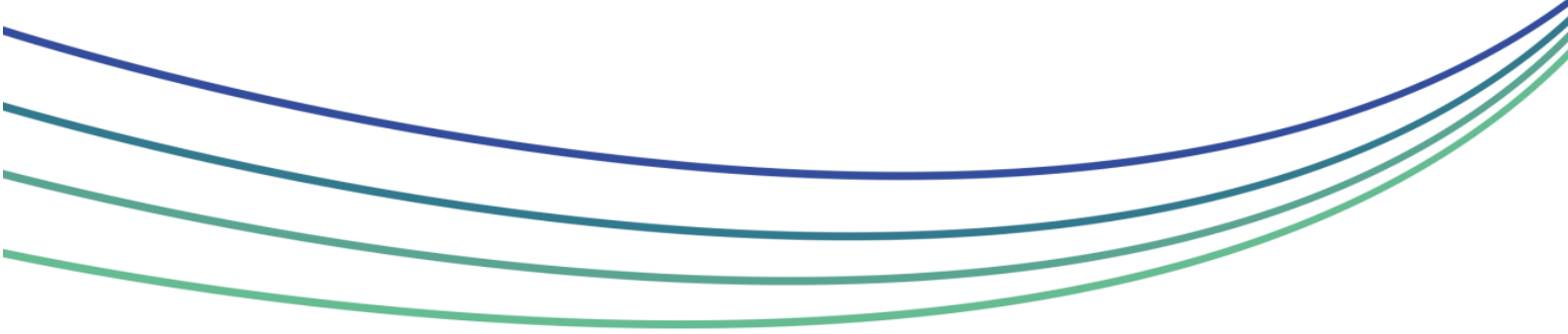
By taking a look at the journey to this point the session will explain what provider-led concerns and enquiries are and why a new system has been implemented. It will equip those delivering adult social care with a clear understanding of safeguarding thresholds and the process to follow where there is a low level safeguarding incident.

Learning Outcomes:

By the end of the session attendees to this training will be able to:

- Understand the background to implementing the new model of provider-led concerns and enquiries
- Become familiar with the policy, process and procedure for implementing provider-led concerns and enquiries
- Identify the expectations, timeframes and recording requirements of the process
- Consider when a provider-led concern or enquiry is needed
- Recognise what good looks like in completed paperwork
- Know where to go for additional support

Topics Covered:

- Safeguarding thresholds – what is safeguarding and what is provider-led
 - Guidance and template forms
 - The different reporting categories
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Target Audience

This course is aimed primarily at those working in social care, health and support settings within Halton which provide place-based services to those with additional needs which arise as part of a disability, impairment or illness.

Delivery method and details

This is a three-hour learning session which involves group discussion, participatory exercises and interactive activity.

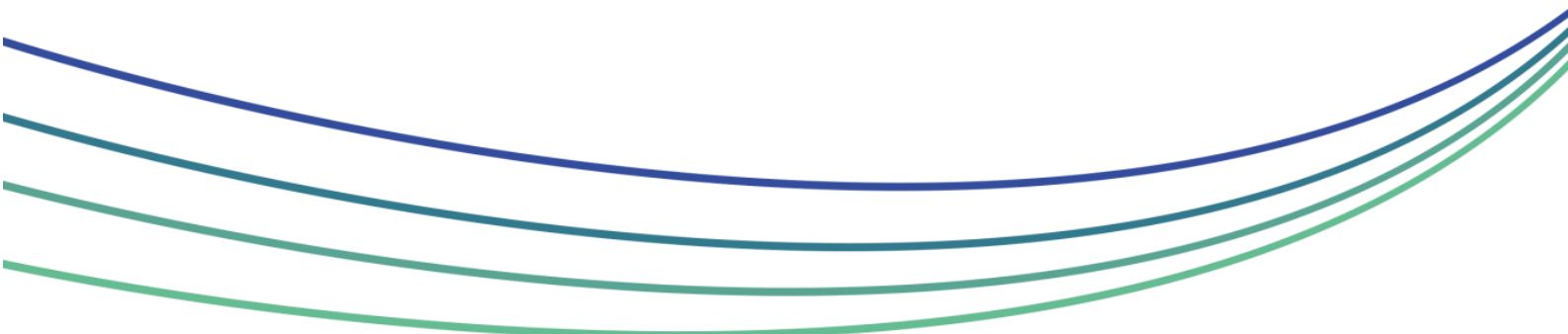
It is expected that the knowledge and skills gained will be taken away and embedded into practice. The learner’s organisation will be accountable for measuring competence following training.

Learners are expected to refresh their knowledge and understanding of adults safeguarding at least every three years.

Provider-led concerns and enquiries – local policy and procedure - 2022-23 Courses

| Date | Times | Venue |
|---------------------------|-------------|--|
| Thursday 17 November 2022 | 09.30-12.30 | This is face-to-face training delivered at Grangeway Community Centre in Runcorn. |
| Thursday 16 February 2023 | 13.30-16.30 | Full joining instructions will be sent out to booked delegates prior to the training date. |

Bookings can be made through: <http://haltonsafeguardingadultsboard.eventbrite.com/>



Mental Capacity Act – Working with capacity assessments

Aims:

The Mental Capacity Act 2005 is fundamental in supporting people with their decision making and should be applied throughout all services areas across adult social care

The CQC specifically focus on this area as part of their regulation of services.

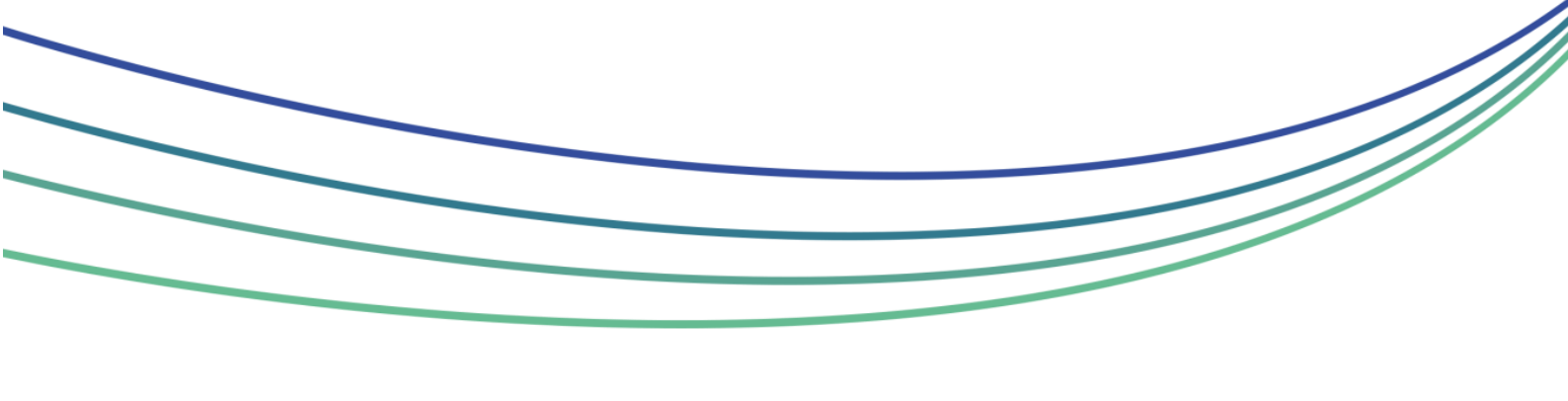
This session will provide information and give confidence around the application of the MCA within the participant's specific service area.

Learning Outcomes:

By the end of the session attendees to this training will be able to:

- Have an overview of the Act, why it was required and the guiding principles which underpin it
- Understand what constitutes breaches to people's Human Rights
- Better develop strategies and skills in assessing capacity, and develop confidence in making and recording best interests decisions which are legally defensible
- Be aware of the interface between the Mental Capacity Act 2005 and the more recent Mental Health Act 2007
- Know where to seek further support and advice locally

Topics Covered:

- Care planning and application of the MCA
 - Upholding Article 8 of the Human Rights Act: the importance of maintaining family contact
 - Decisions that aren't covered within the MCA
 - Relevant case law
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Target Audience

This course is aimed primarily at those working in social care, health and support settings within Halton which provide place-based services to those with additional needs which arise as part of a disability, impairment or illness.

Delivery method and details

This is a three-hour learning session which involves group discussion, participatory exercises and interactive activity.

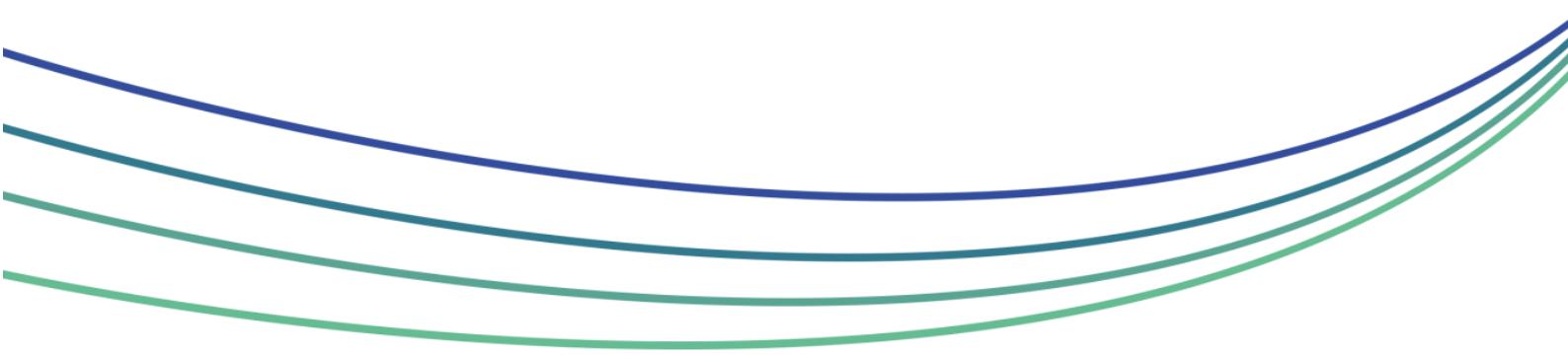
It is expected that the knowledge and skills gained will be taken away and embedded into practice. The learner’s organisation will be accountable for measuring competence following training.

Learners are expected to refresh their knowledge and understanding of adults safeguarding at least every three years.

Mental Capacity Act – Working with Capacity - 2022-23 Courses

| Date | Times | Venue |
|---------------------------|-------------|--|
| Tuesday 13 September 2022 | 17.00-20.00 | This is face-to-face training delivered at Grangeway Community Centre in Runcorn. Full joining instructions will be sent out to booked delegates prior to the training date. |
| Thursday 6 October 2022 | 13.30-16.30 | |
| Tuesday 7 March 2023 | 09.30-12.30 | |

Bookings can be made through: <http://haltonsafeguardingadultsboard.eventbrite.com/>



Maintaining your own Mental Health and Wellbeing
(Adult Social Care Workforce)

Aims:

The pandemic has had a devastating impact on people's emotional resilience and mental health. The workforce across Adult Social Care have worked tirelessly to maintain services for some of the most vulnerable members of our community; sometimes to the detriment of their own wellbeing.

This session explores the positive support which can be accessed to maintain good mental health and emotional wellbeing. We will take a practical look at mental health, and understand how we can help ourselves and each other. We will also discuss a number of tools, resources and services that are available to support us when it is needed.

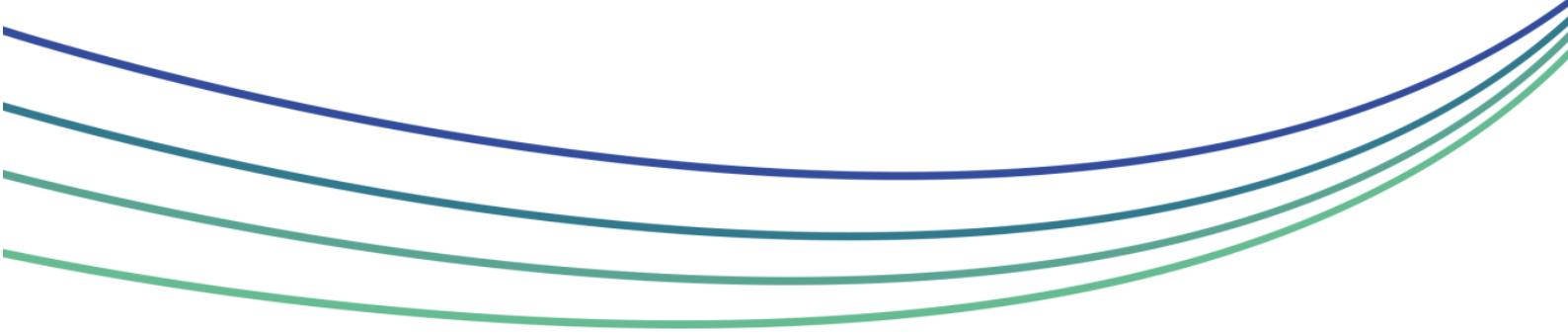
We understand the need to prioritise wellbeing as a workplace issue and create environments where people feel they can talk about how they are feeling, feel they have been heard and know where to go to seek help.

Learning Outcomes

By the end of the session attendees to this training will be able to:

- Better understand how to look after yourself and others in the workplace
- Recognise the signs our body is sending when it is starting to struggle and needs our help.
- Feel confident enough to talk about mental health – and have open and honest conversations with others in the workplace about it
- Consider the local support on offer across Halton and the resources available to help maintain personal and professional resilience

Topics Covered

- How we can look after our own and each other's mental health
 - Practical Resources we can use ourselves.
 - Further support and help when it is needed.
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Target Audience

This session is aimed at people across Halton who work in the adult social care sector. This includes those employed in health and social care services, corporate and independent providers, the voluntary sector and self-employed PAs.

Delivery method and details

This is a three-hour learning session which involves group activities and discussion. With lots of real life examples and analogies – no role play!

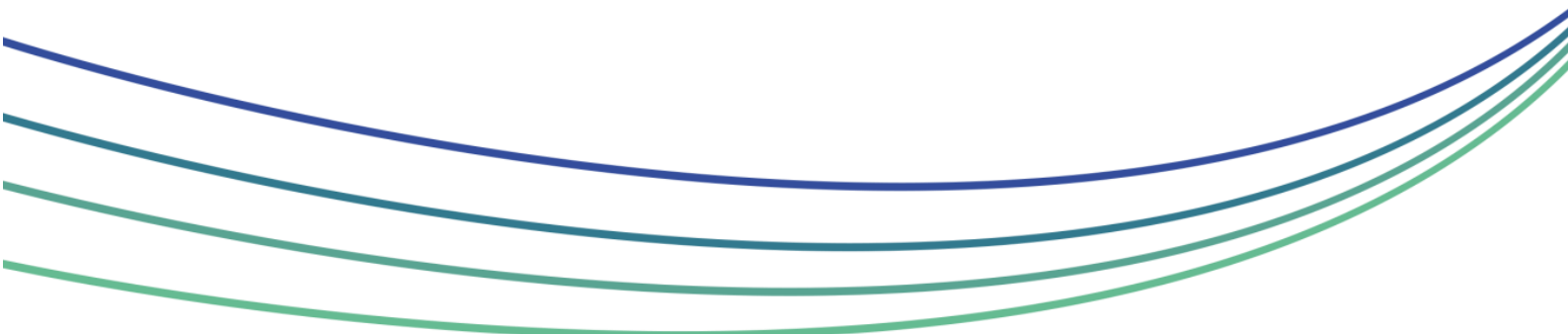
It is intended that the knowledge and skills gained will be taken away and embedded into practice.

There is no preparatory learning associated with this course.

Maintaining your own Mental Health and Wellbeing (Adult Social Care Workforce)

| Date | Times | Delivery Method |
|---------------------------------------|---------------|---|
| Wednesday 5 October 2022 | 09.30 – 12.30 | Virtual learning – details of Microsoft Teams meetings will be sent out prior to the training date. Please note that these are not published on Eventbrite but send via a separate email. |
| Thursday 10 November 2022 | 13.30 – 16.30 | |
| Thursday 19 January 2023 | 09.30 – 12.30 | |
| Tuesday 7 th February 2023 | 13.30 – 16.30 | |

Bookings can be made through: <http://haltonsafeguardingadultsboard.eventbrite.com/>





Further training opportunities are available through the [Halton Children and Young People Safeguarding Partnership](#), including:

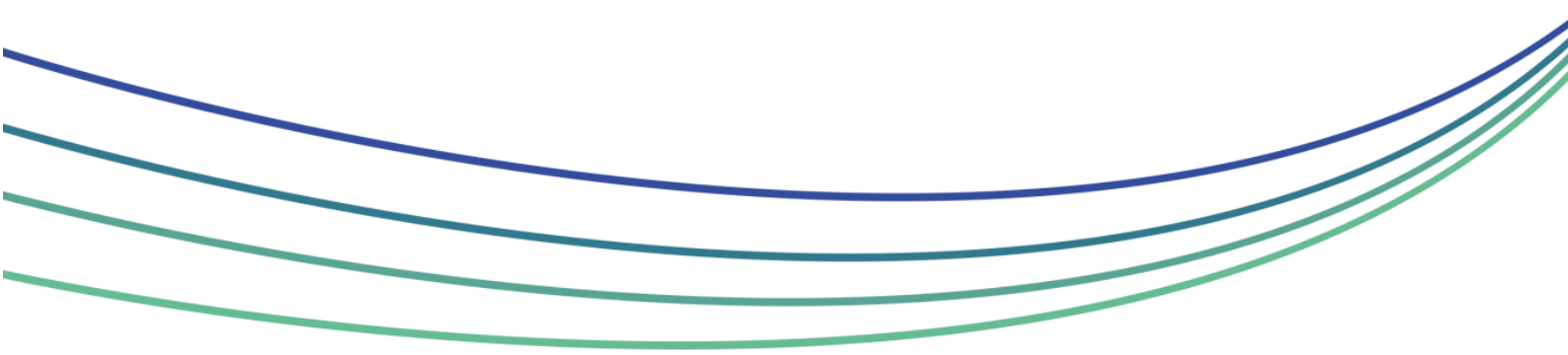
- Domestic Abuse Awareness
- Sexual Violence Awareness
- Working together to Safeguard Children – Level 3
- Mental Disorder and Parenting Capacity

HCYPSP are currently delivering their training online

Bookings can be taken online through the [Halton CYPSP Portal Log in](#) portal or by contacting the HCYPSP Training Administrator:

- Email: Safeguarding.Training@halton.gov.uk
- Tel: 0151 511 7909

Their webpages also feature a host of online learning opportunities through external websites.



Halton Borough Council's Adult Social Care eLearning platform

Halton Borough Council's Organisational Development have developed a suite of eLearning courses specifically designed to support the Adult Social Care setting. There are over 40 courses available to registered learners, including:

- CARE CERTIFICATE
- MOVING AND HANDLING
 - MEDICATION
 - SAFEGUARDING
 - SELF HARM
- SUPPORTING PEOPLE WITH DEMENTIA
- UNDERSTANDING STROKES

If you would like to take advantage of our eLearning package at £50 per person or to request the full course catalogue, contact: training.reception@halton.gov.uk

