



Essex
Safeguarding
Adults
Board

Training Brochure

2017-19

Essex Safeguarding Adults Board





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Introduction

This brochure contains details of training courses, which Essex Safeguarding Adults Board (ESAB) plans to provide during 2017–19.

The brochure provides a progression route from online training to more in-depth courses with a summary and objectives of each course. The [Safeguarding Adult Training Strategy](#) gives a guide to what training different staff groups should have. This can be found on the [ESAB Learning and Development webpage](#).

Essex Safeguarding Adults Board also produces a [newsletter](#), which contains training dates and one off/specialist training sessions, which may not be detailed in this brochure.

Training Course Costs

Essex Safeguarding Adults Board has a charging policy for classroom-based training courses. Generally there is a flat rate of £35 for half day courses and £80 for full day courses, however, there are a few exceptions but these are clearly marked on the course overview. There is no charge for the Safeguarding Adult – ELearning course.

If you book to attend a course and then cancel, the Essex Safeguarding Adults Board requires no less than **seven working days' notice** ahead of the course date.

If places are cancelled less than a week before the course start date a refund will not be possible. Organisations may provide a substitute delegate for a course, but should inform the Board in advance.

All courses will be closed to late arrivals 20 minutes after the course begins. Late arrivals will be charged as non-attendees and will not be refunded.

Any decision to cancel a course is at the sole discretion of the Board. ESAB will not be liable for any costs incurred by any individual or organisation as a result of this cancellation.

How to Apply for a Training Course

To make an application to attend training you should:

- Discuss the relevance of the training and development activity with your line manager
- Once agreement is given from your line manager, go to the [online learning and development page](#), click on your desired course and date and complete the online application form
- You should receive an initial confirmation when we have received enough bookings to enable us to run the course. A further confirmation will be sent one month prior to the course taking place.

Evaluation and Quality Assurance

ESAB welcomes feedback on all of its courses. By applying for a course, you have agreed to complete an evaluation, both on the day of the training and six weeks after it has taken place. Certificates will only be sent to delegates once the post-course evaluation has been completed.

The ESAB Learning and Development Sub-Group is committed to providing quality training. As a result, a course you attend may be observed by an officer of the Board in order to assess the quality of the training. If this is to take place at a course you attend, the trainer will advise you of this at the beginning of the training session.

ESAB Website

Information on multi-agency staff development and training opportunities can be found on the learning and development page of the website: www.essexsab.org.uk

Updates are also provided via our [email bulletin](#).



In-House Training

On occasion, it may be that your training requirements would be better suited to take place within the comfort of your own setting. If this is the case, we can put you in direct contact with the trainer to discuss your requirements and tailor the course for your staff members.

If you would like to discuss this option, please contact ESAB by email: esab.training@essex.gov.uk

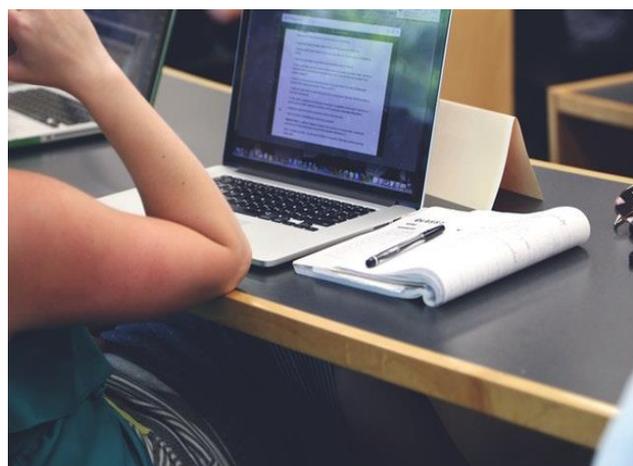


Safeguarding Adults E-Learning

Suitable for everyone working with adults

The Essex Safeguarding Adults Board (ESAB) now offers an online basic awareness training package consisting of approximately two hours of core study material. It can be used as an induction or method of refresher training.

The programme includes links to useful documents, procedures & forms and concludes with an online assessment, which provides a random selection of questions taken from a comprehensive question bank. User results will be recorded for management information and learners will receive a summary of their achievement.



Duration: Approximately two hours

Level*: Induction - Staff with infrequent contact with adults who may become aware of possible abuse or neglect (For health colleagues please note this is equivalent to NHS Level 1)

Learning Objectives:

By the end of the programme, the aim is that participants will understand the:

- Background to adult safeguarding
- Signs and indicators of abuse
- Roles and responsibilities of agencies
- Procedures for reporting abuse

Cost: Free of Charge

* Level as indicated in the Safeguarding Adult Framework, which can be found on the [SET Safeguarding Adults Training Strategy](#)

Safeguarding Adults

Basic Awareness

Suitable for anyone working with adults in any setting

Duration: Half day – 3 hours

Level*: Level 1 – Alerters (Staff group A)
(For health colleagues this is equivalent to Intercollegiate Level 2)

Learning Objectives:

By the end of the training session, participants will:

- Understand the dynamics of domestic abuse and that abusers are solely responsible for the abuse and the harm it causes.
- Understand the impact of abuse on the victims, children and extended family and roles and responsibility to safeguard the children and adults
- Understand why leaving an abusive relationship is difficult and why, including barriers to leaving an abusive relationship
- Be aware of the services available to those experiencing domestic abuse and their families and the role of relevant local agencies (both statutory and voluntary)
- Understand the importance of multi-agency working and Multi Agency Risk Assessment Conferences (MARAC)
- Understand the duty and limits of information sharing

Cost: £35

This fee is non-refundable. Payment must be received no less than 7 days prior to the course date. The price includes all course materials and refreshments.

* Level as indicated in the Safeguarding Adult Framework, which can be found on the [SET Safeguarding Adults Training Strategy](#)

Safeguarding Adults Refresher

Suitable for anyone working with adults in any setting, who has previously attended Safeguarding Adults Basic Awareness

Duration: Half day – 3 hours

Level*: Level 1 – Alerters (Staff group A)
(For health colleagues this is equivalent to Intercollegiate Level 2)

Learning Objectives:

By the end of the programme, the aim is that participants will:

- Recap the signs and symptoms of abuse, including definitions
- Be able to summarise the relevant legislation and policy
- Discuss what is and isn't a safeguarding concern / appropriate concerns
- Describe the reporting procedure for abuse
- Discuss whistleblowing
- Explore case studies in safeguarding within a range of settings



Cost - £35

This fee is non-refundable. Payment must be received no less than 7 days prior to the course date. The price includes all course materials and refreshments.

* Level as indicated in the Safeguarding Adult Framework, which can be found on the [SET Safeguarding Adults Training Strategy](#)

Mental Capacity Act (MCA)

Aimed at increasing knowledge of frontline professionals of the Mental Capacity Act

Duration: Half day – 3 hours

Level*: Level 1 – Alerters (Staff group A)
(For health colleagues this is equivalent to Intercollegiate Level 2)

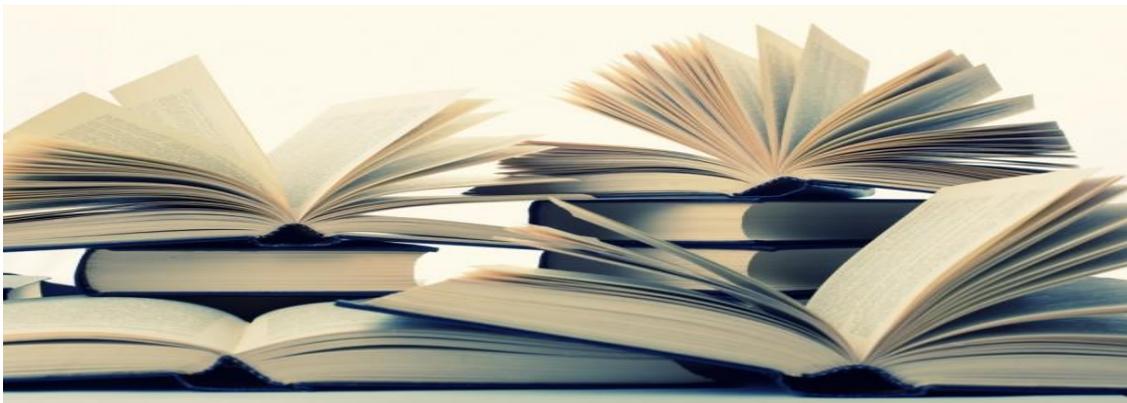
Learning Objectives:

- The background to, and aims of, the Mental Capacity Act
- The 5 key principles underpinning the Mental Capacity Act
- Assessing Capacity and Making Decisions
- The role of the Independent Mental Capacity Advocate Service (IMCA)
- Care and Treatment including Restraint and Deprivation of Liberty Safeguards

Cost: £35

This fee is non-refundable. Payment must be received no less than 7 days prior to the course date. The price includes all course materials and refreshments.

* Level as indicated in the Safeguarding Adult Framework , which can be found on the [SET Safeguarding Adults Training Strategy](#)



Deprivation of Liberty Safeguards (DoLS)

Aimed at those who have previously attended Basic Awareness training but would like to refresh their knowledge

Duration: Half day – 3 hours

Level*: Level 1 – Alerters (Staff group A)
(For health colleagues this is equivalent to Intercollegiate Level 2)

Learning Objectives:

- Recapped the background to DoLS and what they do
- Explored what is a deprivation
- Discussed the change in legislation
- Discussed the impact of the recent court rulings on case studies

Cost: £35

This fee is non-refundable. Payment must be received no less than 7 days prior to the course date. The price includes all course materials and refreshments.

* Level as indicated in the safeguarding Adult Framework, which can be found on the [SET Safeguarding Adults Training Strategy](#)

Designated Safeguarding Adult Lead

Aimed at all professionals who take the lead for safeguarding adults in their organisation



Duration: Full day – 7 hours

Level*: Responders and Specialist Practitioners (Staff group B)
(For health colleagues this is equivalent to Intercollegiate Level 3)

Learning Objectives:

This course will enable participants to:

- Understand the roles and responsibilities of the safeguarding adults champion / designated person
- Understand what to do if a safeguarding concern is raised and how you can support staff to recognise these
- Know what constitutes abuse including the differences between a complaint, referral and alert
- Know how to conduct an investigation should the local authority require it
- Be able to contribute to, and in some cases lead on, the development and refreshing of internal safeguarding policy, procedure and protocols etc.

Cost: £80

This fee is non-refundable. Payment must be received no less than 7 days prior to the course date. The price includes all course materials and refreshments.

* Level as indicated in the Safeguarding Adult Framework, which can be found on [SET Safeguarding Adults Training Strategy](#)

Provider Management Training

Pre-course requirements: delegates must have attended a Safeguarding Adults Basic Awareness course within the last year.

Duration: Full day - 7 hours

Level*: Most appropriate for managers of provider services i.e. care homes, whose responsibilities include having overall responsibility for safeguarding within their organisation.

Learning Objectives:

By the end of the training day, delegates will:

- Understand roles and responsibilities within the multi-agency safeguarding process
- Examine issues regarding staff supervision and management in safeguarding cases
- Explore safeguarding preventative approaches within work settings
- Review the use of the safeguarding procedures as a management tool
- Revisit definitions, categories, signs, symptoms and risk factors to facilitate effective referrals
- Have increased confidence in making decisions on safeguarding matters

Cost - £80

This fee is non-refundable. Payment must be received no less than 7 days prior to the course date. The price includes all course materials, refreshments and lunch.

* Level as indicated in the Safeguarding Adult Framework, which can be found on the [SET Safeguarding Adults Training Strategy](#)

Safeguarding Adults and the Law



This one day course is designed to raise awareness of the laws around safeguarding as well as some of the legal remedies that can be used in safeguarding cases.

Duration: Full day - 7 Hours

Level*: This course is aimed at anyone working with adults in any setting with an interest in laws around safeguarding and some of the legislation that can be used in safeguarding cases.

Learning Objectives:

By the end of the session, participants will:

- Understand criminal and civil law around safeguarding adults
- Be familiar with the key legislative tools in safeguarding interventions
- Be familiar with issues of confidentiality and information sharing in relation to safeguarding
- Understand implications of lack of mental capacity – and questions of duress, undue influence, coercion
- Be able to share experiences of using legal remedies in safeguarding cases
- Understand the importance of recording of information, evidence and reasoning justifying interventions

Cost - £80

This fee is non-refundable. Payment must be received no less than 7 days prior to the course date. The price includes all course materials, refreshments and lunch.

* Level as indicated in the Safeguarding Adult Framework, which can be found on the [SET Safeguarding Adults Training Strategy](#)

Hoarding Training

Duration: Half day – 3 hours

Level*: This is a specialist course aimed at professionals who take the lead in hoarding cases within their organisation.

Course aims:

- Explore what is hoarding (including signs and possible reasons)
- Have an increased confidence in assessing clients' needs accurately
- Have an increased awareness of the Hoarding Protocol
- Discuss how agencies can work together on cases
- Discuss an evidence-based process of recording

Cost: £80

This fee is non-refundable. Payment must be received no less than 7 days prior to the course date. The price includes all course materials and refreshments

* Level as indicated in the Safeguarding Adult Framework, which can be found on the [SET Safeguarding Adults Training Strategy](#)



Training for Trainers in Safeguarding

Designed for those who will be delivering training to staff involved in supporting adults

Duration: Full day - 7 Hours

Entry requirements - The course is aimed at those who already have training experience, such as PTLLS, CTLLS, DTLLS, Cert Ed, Level 3 Award in Education and Training etc.

It is also expected that the participant have completed training in:

- Safeguarding Adults Basic Awareness
- Mental Capacity Act
- Deprivation of Liberty Safeguards

Course aims:

At the end of the course participants will:

- Understand that participants have different ways of learning
- Be able to adapt the training material to meet different participant needs
- Deliver training to cover the following areas:
 - Be aware of legislation relevant to safeguarding,
 - Explore what is abuse including signs and symptoms
 - Be familiar with the procedures for reporting abuse
 - Discuss good practice procedures if someone discloses abuse
 - Explore factors that may lead to abusive situations and or poor practice
 - Know how deal with disclosures, preserve evidence and how to record incidents according to policy requirements

Cost: £150

This fee is non-refundable. Payment must be received no less than 7 days prior to the course date. The price includes all course materials, refreshments and lunch.

* Level as indicated in the Safeguarding Adult Framework, which can be found on [SET Safeguarding Adults Training Strategy](#)



For more information on ESAB's training:

Telephone: 03330 139913

Email: esab.training@essex.gov.uk

Visit our website: www.essexsab.org.uk



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