



Essex Safeguarding Adults Board

Learning and Development Brochure 2020-21

Essex Safeguarding Adults Board



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Introduction

This brochure contains details of learning and development opportunities, which Essex Safeguarding Adults Board (ESAB) plans to provide during 2020–21.

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 Learning and Development Framework¹](#) gives a guide to what training different staff groups should have.

If you have any queries about our learning and development opportunities, you can contact us on 0333 013 9913 or email us on esab.training@essex.gov.uk.

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 page²](#), 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.



¹ <https://www.essexsab.org.uk/media/2582/set-ld-framework-v10-final.pdf>

² <https://www.essexsab.org.uk/learning-development/>

Training course costs

Essex Safeguarding Adults Board has a [charging policy](#)³ for both virtual and classroom-based training courses. Please see website for the charges for each course. Payment is requirement in advance of the course.

There is no charge for the Safeguarding Adult E-learning course.

If you book to attend a course and then cancel, the Essex Safeguarding Adults Board requires no less than **fifteen working days' notice** ahead of the course date. If places are cancelled less than 15 working days 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.

Cancellation of a place on a free course and less than 15 working days' notice or non-attendance on the day of the course will incur a charge.

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.

Evaluation and quality assurance

ESAB welcomes feedback on all 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-Committee is committed to providing quality training. As a result, a course you attend may be observed by an officer of the Board 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.

³ <https://www.essexsab.org.uk/learning-development/training-documents/>

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.

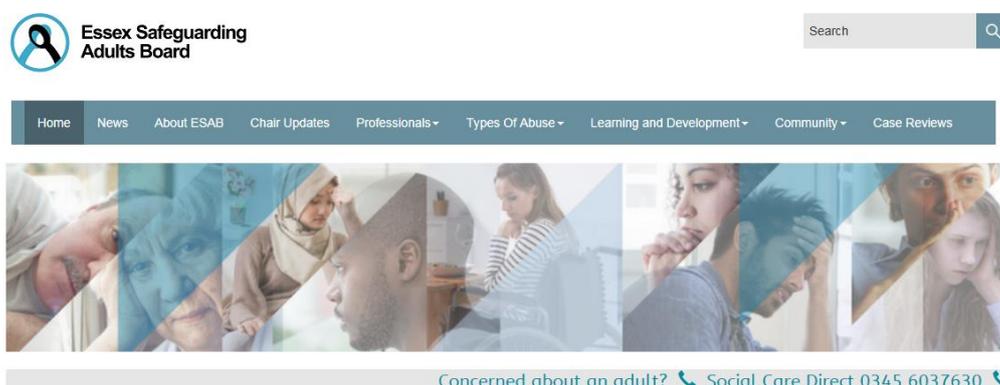
If you commission your own training, please see [Monitoring and Evaluation Toolkit](#)⁴. Monitoring, evaluating and measuring the impact of learning and development opportunities should be part of an organisation's performance framework. The monitoring and evaluation toolkit will outline the benefits of having a robust monitoring and evaluation process in place.

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

ESAB website

Essex Safeguarding Adults Board also produces [email bulletins](#)⁵, which contains training dates and one off/specialist training sessions, which are not be detailed in this brochure.

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.



⁴ <https://www.essexsab.org.uk/media/2581/monitoring-and-evaluating-learning-and-developing-toolkit.pdf>

⁵ <https://www.essexsab.org.uk/learning-development/training-documents/>

Safeguarding adults E-learning

Suitable for everyone working with adults

This updated online basic awareness training package consists of approximately one hour of study material. It can be used as an induction or method of refresher training. It includes links to useful documents, procedures & forms and includes an online assessment. User results will be recorded for management information and learners will receive a summary of their achievement.



Duration: Approximately 1 hour 15 mins.

Learning objectives:

By the end of the training, participants will:

- Be aware of the background to adult safeguarding
- Know signs and indicators of abuse
- Understand roles and responsibilities of agencies
- Be familiar with the procedures for reporting abuse.

Cost: Free of charge



Safeguarding adult basic awareness

Aimed at anyone supporting/ working with adults in any setting

Duration: Half day

Learning objectives:

By the end of the training, participants will:

- 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.



Designated safeguarding adult lead

Aimed at the lead for safeguarding adults in the organisation

Duration: Total of 1 day

Learning objectives:

By the end of the training, participants will:

- Be aware of the safeguarding duties and responsibilities in the Care Act;
- Understand how to respond to safeguarding concerns, including
 - What is and isn't a safeguarding concern,
 - Managing allegations against staff
 - Supporting staff when dealing with safeguarding issues and
 - what is the difference between a complaint and a safeguarding concern;
- Explore the difficult balance between safety and choice and control for individuals;
- Know about Making Safeguarding Personal and be able to apply this to real life practice
- Know about the law around information sharing.



Risk taking, unwise decisions and safeguarding



Aimed at anyone who would like more information about unwise decisions v's mental capacity

Duration: Half day

Learning objectives:

By the end of the training, participants will:

- Have an overview of the Care Act duties to protect from abuse and neglect
- Have an overview of the Care Act duties to promote autonomy, choice, control
- Be familiar with Article 8 of the European Convention on Human Rights: the right to respect for private life and when it can legitimately be interfered with by the State (of which local authorities are one manifestation)
- Cover unwise decision-making by people with mental capacity, involving risk
- Review best interests decisions, involving people lacking mental capacity, containing risk
- Discuss the concept of the 'vulnerable' adult, with capacity, but subject to undue influence, exploitation etc – and the relevance to safeguarding of other law (including the inherent jurisdiction, the law of equity, financial criminal offences, sexual offences).

Train the Trainer in safeguarding adults

Aimed at those who will be delivering training to staff working with adults

Duration: A day

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 has completed training in:

- Safeguarding Adults Basic Awareness
- Mental Capacity Act.

Learning objectives:

By the end of the training, 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.



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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