

Kensington and Chelsea

LSCB

Local Safeguarding
Children Board



E-Learning Training Courses

November 2010 – November 2012

www.rbkc.gov.uk/lscb



THE ROYAL BOROUGH OF
KENSINGTON
AND CHELSEA

Welcome

The Royal Borough of Kensington and Chelsea's Local Safeguarding Children Board (LSCB) are pleased to offer a range of e-learning safeguarding courses for professionals working in the borough for whom the welfare and protection of children and young people is paramount. These courses are available to access by members of Council staff and our voluntary and community sector partners until 2012.

Courses that we are providing are:

- Abuse of Children with Disabilities
- Background to Safeguarding
- Bullying
- Child Abuse Introduction
- Child in Need and Child Protection
- Diversity
- Domestic Abuse
- Emotional Abuse
- Information Sharing
- Neglect
- Physical Abuse
- Sexual Abuse

Once users have been enrolled onto the system, they will be able to access any of the 12 courses listed above and undertake them at their own convenience.

The nature of the content of these courses is sensitive. Should you need to speak to anyone about personal or child protection concerns, please in the first instance speak to your manager.

For further information about safeguarding children please visit www.rbkc.gov.uk/lscb

Information



Audience

These courses are intended for all children's workforce practitioners, i.e. all staff who work with children, young people and their families.

Although these courses form part of an induction programme for new starters, it is also intended for all practitioners who want to improve their knowledge and continue their professional development.



Accreditation

All courses have been independently certified as conforming to universally accepted Continuous Professional Development (CPD) guidelines



Certification

At the end of the courses is a quiz which contains questions based on the course content.

The pass mark is set at 80%.

Upon successful completion of the quiz the course will be marked as Complete and you will be automatically awarded and instantly emailed a personalised Certificate of Completion.

You can retake the quiz at any time.



CWDC Induction Standards

The CWDC induction standards set out what new workers should know, understand and be able to do within six months of starting work.

They are now mandatory for the children's social care workforce and can be used successfully for other roles too. All courses in this programme are linked to the induction standards set by the CWDC.



Duration

Course timings vary and range from 25 – 85 minutes. Please ensure you set aside enough time to complete the courses by agreeing times with your manager.

Managers, please encourage staff to complete courses with uninterrupted access.

Abuse of Children with Disabilities

Many of us find it hard to understand how anyone could abuse any child, let alone a child with disabilities.

Yet this refusal to accept the abuse of disabled children often means that practitioners disregard the signs of abuse, therefore allowing the abuse to continue.

Upon successful completion of this training course, you will:

- Be aware of possible signs and indicators of abuse of children with disabilities.

Objectives

This course will enable you to:

- Learn the definition of disability.
- Know why disabled children are more vulnerable to abuse.
- Understand the challenges faced where abuse of a disabled child is suspected.

Duration

This course takes approximately 25 to 35 minutes to complete.

CWDC Induction Standards

This course enables you to work towards the following CWDC Induction Standards:

6.2a	Understand what children and young people want and need to feel safe
6.2b	Have an awareness of what contributes to a safe environment for the children and young people you work with
6.3a	Understand the different ways in which children and young people can be harmed by adults, other children and young people, or through the internet
6.3c	Describe the signs and indicators of possible abuse and neglect
6.3e	Understand that parental problems (for example, domestic violence, or drug and alcohol abuse) can increase the risk of harm to a child
Level 3-4	Module Handbook

Background to Safeguarding

All those who come into contact with children and families in their everyday work, including practitioners who do not have a specific role in relation to safeguarding children, have a duty to safeguard and promote the welfare of children.

All practitioners have a role to play in supporting children to achieve the five Every Child Matters outcomes – which includes ‘stay safe’.

Upon successful completion of this training course, you will:

- Be aware of the laws and national guidance relating to protecting and safeguarding children and young people.

Objectives

This course will enable you to:

- Learn the background and legal basis for Safeguarding.
- Understand the origins and core functions of Local Safeguarding Children’s Boards (LSCB).
- Know what is meant by Safeguarding.

Duration

This course takes approximately 20 to 30 minutes to complete.

CWDC Induction Standards

This course enables you to work towards the following CWDC Induction Standards:

6.1a	Know about laws and national guidance relating to protecting (safeguarding) children
Level 1-4	Module 4 Handbook

Bullying

Children and young people who are being bullied need positive strategies to empower them to cope, to develop constructive ways of frustrating the efforts of the young person who bullies them, or even to help them change the bully's behaviour.

Upon successful completion of this training course, you will:

- Be aware of possible signs and indicators of bullying.

Objectives:

This course will enable you to:

- Learn the definition of bullying and cyber bullying.
- Understand the different types of bullying.
- Learn the signs of bullying.
- Learn about the technologies used by cyber bullies.
- Know what to do if you suspect a child is being bullied or cyber bullied.

Duration :

This course takes approximately 50 to 70 minutes to complete.

CWDC Induction Standards

This course enables you to work towards the following CWDC Induction Standards:

6.3a	Understand the different ways in which children and young people can be harmed by adults, other children and young people, or through the internet
6.3b	Understand what is meant by: bullying
6.3e	Understand that parental problems (for example, domestic violence, or drug and alcohol abuse) can increase the risk of harm to a child
6.3c	Describe the signs and indicators of possible abuse and neglect
6.3e	Know when and how to refer a concern you have about child protection
Level 3-4	Module 4 Handbook

Child Abuse Introduction

There are different forms of abuse and practitioners need to be able to recognise the possible signs and indicators that a child or young person is suffering or is at risk of abuse and understand the effects that abuse can have on children and young people.

Child abuse occurs when a person in a position of trust and/or authority misuses this power over a child and causes him or her emotional and/or physical harm. This person could be a family member, a babysitter, a stranger or a community caregiver.

Upon successful completion of this training course, you will:

- Be aware of different forms of abuse.

Objectives:

This course will enable you to:

- Learn the definition of Child Protection and Child Abuse.
- Understand the concept of Significant Harm.
- Learn the key principles of Child Protection.
- Know what to do if Child Abuse is suspected.

Duration :

This course takes approximately 25 to 35 minutes to complete.

CWDC Induction Standards

This course enables you to work towards the following CWDC Induction Standards:

6.3a	Understand the different ways in which children and young people can be harmed by adults, other children and young people, or through the internet
6.3b	Understand what is meant by: physical abuse, sexual abuse, emotional abuse, domestic abuse, faltering growth, institutional abuse, bullying and self-harm
6.3e	Understand that parental problems (for example, domestic violence, or drug and alcohol abuse) can increase the risk of harm to a child
6.3c	Describe the signs and indicators of possible abuse and neglect
6.3e	Know when and how to refer a concern you have about child protection
Level 1-4	Module 4 Handbook

Child in Need and Child Protection

Social Services operations can be seen as a strand of processes beginning with a child's first contact with social care and ending in case closure through assessment, planning, intervention and review.

Upon successful completion of this training course, you will:

- Be aware of the laws and national guidance relating to protecting and safeguarding children and young people.

Objectives:

This course will enable you to:

- The Child in Need and Child Protection processes.
- The Child in Need and Child Protection Timescales.

Duration :

This course takes approximately 25 to 35 minutes to complete.

CWDC Induction Standards

This course enables you to work towards the following CWDC Induction Standards:

6.1a	Know about laws and national guidance relating to protecting (safeguarding) children
6.5a	Know when and how to refer a concern you have about child protection
6.3e	Understand that parental problems (for example, domestic violence, or drug and alcohol abuse) can increase the risk of harm to a child
Level 3-4	Module 4 Handbook

Domestic Abuse

To stop domestic abuse, the perpetrator needs to stop abusing. For this reason, any person who may come into contact with people who abuse in a domestic setting need to understand why it happens and how to help prevent it from happening.

Upon successful completion of this training course, you will:

- Be aware of the laws and national guidance relating to protecting and safeguarding children and young people.

Objectives:

The 'problem' course will enable you to:

- The nature of domestic abuse
- Who is affected
- How the law can help
- And, what the police can do.

The 'perpetrator' course will:

- Help you understand the issues relating to the abuser or perpetrator of domestic abuse

The 'victim' course will enable you to understand:

- The range of situations victims might experience
- The effect the abuse can have
- How victims think about their abuse and the abuser
- The effect it can have on the children living in abusive households
- Why victims sometimes don't leave
- What victims need to feel they can leave abusive relationships
- How you should deal with victims of domestic abuse

Duration :

This course takes approximately 65 to 85 minutes to complete.

CWDC Induction Standards

This course enables you to work towards the following CWDC Induction Standards:

6.2.b	Have an awareness of what contributes to a safe environment for the children and young people you work with
6.3.e	Understand that parental problems (for example, domestic violence, or drug and alcohol abuse) can increase the risk of harm to a child
Level 3-4	Module 4 Handbook

Emotional Abuse

Sustained abuse is likely to have a deep impact on the child's self-image and self-esteem and on their future life as an adult.

The effects of ongoing child abuse are dynamic and interact with each other and can have major long-term effects on all aspects of a child's health, development and well-being.

Upon successful completion of this training course, you will:

- Be aware of possible signs and indicators of emotional abuse

Objectives

This course will enable you to:

- Learn the definition of Emotional Abuse
- Know who emotionally abuses children
- Know the signs and symptoms of Emotional Abuse
- Learn the points to consider where Emotional Abuse is suspected

Duration :

This course takes approximately 35 to 45 minutes to complete.

CWDC Induction Standards

This course enables you to work towards the following CWDC Induction Standards:

6.3.a	Understand the different ways in which children and young people can be harmed by adults, other children and young people, or through the internet
6.3.e	Understand that parental problems (for example, domestic violence, or drug and alcohol abuse) can increase the risk of harm to a child
6.3.b	Understand what is meant by: emotional abuse – induction standard
6.3.c	Describe the signs and indicators of possible abuse and neglect
6.5.a	Know when and how to refer a concern you have about child protection
Level 3-4	Module 4 Handbook

Inclusion and Diversity

Inclusive working is built on promoting equal opportunities and therefore anti-discriminatory practice.

All practitioners need to be aware of and work to overcome any barriers to inclusion.

Upon successful completion of this training course, you will understand:

- Inclusion and inclusive practices and the importance of promoting equality and diversity

Objectives

This course will enable you to:

- Define what inclusion means in terms of equality and diversity
- Recognise how to promote an inclusive approach in every aspect of your work
- Identify why it is important to challenge discrimination and prejudice
- Explore the Index for Inclusion

Duration :

This course takes approximately 35 to 45 minutes to complete.

CWDC Induction Standards

This course enables you to work towards the following CWDC Induction Standards:

1.2.a	Show how you include people and act fairly
1.2.c	Understand different types of prejudice and discrimination and how they can be challenged
2.2a	Know about important laws relating to children and young people and where you can get further information
5.6.a	Know what the social model of disability means in relation to your work
Level 1-4	Module 4 Handbook

Information Sharing

Information sharing is key to delivering better, more efficient services that are coordinated around the needs of children, young people and families.

It is essential to enable early intervention and preventative work, for safeguarding and promoting welfare and for wider public protection. Information sharing is a vital element in improving outcomes for all.

Upon successful completion of this training course, you will:

- Understand how information sharing applies to your work

Objectives

This course will enable you to:

- Understand why information sharing and obtaining consent is important
- Know the seven golden rules for information sharing
- Know who can give consent and when to share information without consent
- Know the questions they should ask themselves when they are asked to or wish to share information
- Know how to share information using a variety of communication methods e.g. by post and email

Duration :

This course takes approximately 35 to 45 minutes to complete.

CWDC Induction Standards

This course enables you to work towards the following CWDC Induction Standards:

1.4.a	Understand the importance of confidentiality
1.4.b	Understand the limits of confidentiality
1.4.c	Know how to apply policies and procedures about sharing information
2.2a	Know about important laws relating to children and young people, and where you can get further information
2.2b	Understand why it is important for you to follow policies and procedures
Level 1-4	Module 4 Handbook

Neglect

There are some general indicators that a child or young person may be suffering from some kind of harm. Non-specific signs such as a sudden withdrawal from others, or extreme anger or sadness may indicate something is wrong.

These indicators do not conclusively mean that a child or young person is being abused; however they are reason for some concern.

Upon successful completion of this training course, you will:

- Be aware of possible signs and indicators of neglect

Objectives

This course will enable you to:

- Learn the definition of Neglect
- Know who neglects children
- Know the signs and symptoms of Neglect
- Learn the points to consider where Neglect is suspected

Duration :

This course takes approximately 35 to 45 minutes to complete.

CWDC Induction Standards

This course enables you to work towards the following CWDC Induction Standards:

6.3.a	Understand the different ways in which children and young people can be harmed by adults, other children and young people, or through the internet
6.3.e	Understand that parental problems (for example, domestic violence, or drug and alcohol abuse) can increase the risk of harm to a child
6.3.b	Understand what is meant by: neglect
6.3.c	Describe the signs and indicators of possible abuse and neglect
6.5.a	Know when and how to refer a concern you have about child protection
Level 3-4	Module 4 Handbook

Physical Abuse

Physical abuse can cause physical injury, brain damage or disability and may lead to children developing emotional, behavioural or educational problems.

Physical abuse has been linked to aggressive behaviour in children and educational difficulties.

Upon successful completion of this training course, you will:

- Be aware of possible signs and indicators of physical abuse

Objectives

This course will enable you to:

- Learn the definition of physical abuse
- Know who physically abuses children
- Know the signs and symptoms of physical abuse
- Learn the points to consider where physical abuse is suspected

Duration :

This course takes approximately 35 to 45 minutes to complete.

CWDC Induction Standards

This course enables you to work towards the following CWDC Induction Standards:

6.3.a	Understand the different ways in which children and young people can be harmed by adults, other children and young people, or through the internet
6.3.e	Understand that parental problems (for example, domestic violence, or drug and alcohol abuse) can increase the risk of harm to a child
6.3.b	Understand what is meant by: neglect
6.3.c	Describe the signs and indicators of possible abuse and neglect
6.5.a	Know when and how to refer a concern you have about child protection
Level 3-4	Module 4 Handbook

Sexual Abuse

It is important that all practitioners are aware of and recognise the different forms of abuse.

It is also important to note that types of abuse are more often found in combination than alone.

For example, a physically abused child is often emotionally abused as well, and a sexually abused child may also be neglected.

Upon successful completion of this training course, you will:

- Be aware of possible signs and indicators of sexual abuse

Objectives

This course will enable you to:

- Know who sexually abuses children
- Understand how Sexual Abuse can start
- Know the signs and symptoms of Sexual Abuse
- Recognise the points to consider where Sexual Abuse is suspected

Duration :

This course takes approximately 40 to 60 minutes to complete.

CWDC Induction Standards

This course enables you to work towards the following CWDC Induction Standards:

6.3.a	Understand the different ways in which children and young people can be harmed by adults, other children and young people, or through the internet
6.3.e	Understand that parental problems (for example, domestic violence, or drug and alcohol abuse) can increase the risk of harm to a child
6.3.b	Understand what is meant by: neglect
6.3.c	Describe the signs and indicators of possible abuse and neglect
6.5.a	Know when and how to refer a concern you have about child protection
Level 3-4	Module 4 Handbook

Booking Instructions

Step 1:

Book via the student centre on KCNet under 'Courses open to Families and Children's Services (FCS) staff'. The courses will be listed under 'LSCB E-Learning Courses' at the bottom of the page. For those that don't have access to the internal system complete the booking form attached and fax back to 0207 361 3761.

Step 2:

Once you have been booked on, you will receive an email confirming your booking with a username and password. You will need to use these details every time you want to access the courses so please don't lose this information.

Step 3:

Go to <http://www.integratedworking.co.uk/melearning/dmz/> and enter your user name and password. You will be taken to a welcome page where you will see the courses you can access on the right of the screen as well as the certificates you have been awarded for any courses you may have already completed.

Step 4:

Click on the course you wish to access. You will see a screen specific to that course where you will see the course objectives, your score, your progress and a link to where you can leave feedback.

Step 5:

Click on 'e-learning course' and the course will begin.

Courses can be accessed at any time from a computer with internet access. If you have problems accessing the courses please click the help section on the home screen. For technical assistance please contact helpdesk@melearning.co.uk

For booking queries please contact **Annette Russell** on **0207 361 2888**

LSCB Interagency Safeguarding and Child Protection Training. E-Learning Courses.

Application form November 2010 – November 2012

Please complete this form (boxes marked * are mandatory, without which your application will not be processed) and return it to:

HSC Learning and Development (Information and Support), Room B153,
Kensington Town Hall, London, W8 7NX. Or fax to 020 7361 3761.

Please indicate any personal requirements and/or access needs that you may have (e.g. physical, sensory or learning requirements).

Personal details:

*Delegate name:

*Job Title:

*Email Address:

*Agency name, address & telephone number:

Agency type (Please select)

- | | | |
|--|--|------------------------------------|
| <input type="checkbox"/> Community Learning –
Connexions / Youth / Play | <input type="checkbox"/> CLCH | <input type="checkbox"/> Police |
| <input type="checkbox"/> Family Services | <input type="checkbox"/> Independent / Private | <input type="checkbox"/> Probation |
| <input type="checkbox"/> Health - PCT | <input type="checkbox"/> Schools / Education / Early Years | <input type="checkbox"/> Voluntary |
| | | <input type="checkbox"/> Other |

Ethnicity (Please select)

Black or Black British	Asian or Asian British	White	Mixed	Other Ethnic Groups
<input type="checkbox"/> Caribbean	<input type="checkbox"/> Indian	<input type="checkbox"/> White British	<input type="checkbox"/> White & Black Caribbean	<input type="checkbox"/> Chinese
<input type="checkbox"/> African	<input type="checkbox"/> Pakistani	<input type="checkbox"/> White Irish	<input type="checkbox"/> White & Black African	<input type="checkbox"/> Not specified
<input type="checkbox"/> Any other Black Background	<input type="checkbox"/> Bangladeshi <input type="checkbox"/> Any other Asian Background	<input type="checkbox"/> Any other White Background	<input type="checkbox"/> White & Asian <input type="checkbox"/> Any other mixed Background	<input type="checkbox"/> Any other Ethnic Group

*Additional Requirements:

*Manager's name:

*Manager's email address and telephone number: