HULL CITY COUNCIL
FOSTERING & ADOPTION SERVICES
& SUPPORTED LODGINGS PROVIDERS

LEARNING PROGRAMME
2014-15
Version 1
Introduction
Welcome to the Learning Programme 2014 – 2015 for Fostering, Adoption Services & Supported Lodgings Providers.

Many of the induction sessions have material that can be worked through at home to offer flexibility to carers who find it difficult to attend training. These can be accessed via the Partnership Learning Centre or via your FSW. All Induction training needs to be completed to meet Training Support and Development Standards (TSDS).

If you notice that a session does not have dates but simply says “EXPRESSIONS OF INTEREST,” this means that a course will run as soon as sufficient applications have been received. All you need to include on your application form under “date” is whether you would need a weekday, a weekend or evening option. If you can attend any, please mention this as it is very helpful to the admin team.

As always, if you are aware of any learning or development need which doesn’t seem to be provided for in this diary, please do not hesitate to discuss this with your placement supervisor and the Training & Development Officer.

The following courses are available to be worked through at home.

- Child Development
- Supporting Transitions
- Effective Recording
- Introduction to attachment
- Role of Foster Carer
- Children’s Rights
- Introduction to Caring for Disabled Children
- Equality & Diversity
- Understanding Adolescence
- Effective Communication
- Working in Partnership
- Health & Safety

Non Attendance
Every effort must be made to attend training, however if you find you can not attend please inform Learning and Development by;
Phone: 01482 318949 or
Email: learninganddevelopment@hullcc.gov.uk
# Contents

**Introduction** 2

**Pre Approval Sessions – For Information** 5

<table>
<thead>
<tr>
<th>Section One – Level 1</th>
<th>Induction (Within 12 months of approval)</th>
<th>6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Child Development - Understanding the Development of C&amp;YP (The Theory)</td>
<td>7</td>
<td></td>
</tr>
<tr>
<td>Effective Recording for Foster Carers</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Foster Carers First Aid</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Introduction to Attachment</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Introduction to Supporting Transitions – Over 5’s</td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>Moving Children on and Introductions</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Training Support and Development Standards Induction Standards Workshop</td>
<td>13</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Section Two – Level 2</th>
<th>14</th>
</tr>
</thead>
<tbody>
<tr>
<td>Achieving Education in LAC</td>
<td>15</td>
</tr>
<tr>
<td>Attachment, Trauma &amp; Brain Development (2 Days)</td>
<td>16</td>
</tr>
<tr>
<td>Children &amp; Young People's Development 0-10 (Day 1) 10+ (Day 2)</td>
<td>17</td>
</tr>
<tr>
<td>Fostering Excellence Portfolio (Level 2)</td>
<td>18</td>
</tr>
<tr>
<td>Therapeutic Crisis Intervention (Fostering) TCI (F)</td>
<td>19</td>
</tr>
<tr>
<td>Therapeutic Crisis Intervention (Fostering) TCI (F) Refresher</td>
<td>20</td>
</tr>
<tr>
<td>Working with Parents Promoting Positive Contact</td>
<td>21</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Section Three – Level 3</th>
<th>22</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restorative Principles and Practices (Level 1)</td>
<td>23</td>
</tr>
<tr>
<td>Restorative Practices - Effective Use of Circles (Level 2)</td>
<td>24</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Section Four - Continuous Professional Development (12 months +)</th>
<th>25</th>
</tr>
</thead>
<tbody>
<tr>
<td>Caring for Children with Neonatal Abstinence Syndrome</td>
<td>26</td>
</tr>
<tr>
<td>Caring for Children Who Have Been Sexually Abused</td>
<td>27</td>
</tr>
<tr>
<td>Courtcraft</td>
<td>28</td>
</tr>
<tr>
<td>Foetal Alcohol Spectrum Disorder (FASD) Identifying and Supporting</td>
<td>29</td>
</tr>
<tr>
<td>Foster Carers as Mentors</td>
<td>30</td>
</tr>
<tr>
<td>Fostering Excellence Portfolio (Level 3)</td>
<td>31</td>
</tr>
<tr>
<td>Introduction to Sexual Health</td>
<td>32</td>
</tr>
<tr>
<td>Let's Talk Sex – Supporting Parents</td>
<td>33</td>
</tr>
<tr>
<td>Lost for Words</td>
<td>34</td>
</tr>
<tr>
<td>Makaton Beginners Workshop</td>
<td>35</td>
</tr>
<tr>
<td>Makaton Foundation Workshop</td>
<td>36</td>
</tr>
<tr>
<td>Making the Links</td>
<td>37</td>
</tr>
<tr>
<td>Managing Stress</td>
<td>38</td>
</tr>
<tr>
<td>Medication for Foster Carers</td>
<td>39</td>
</tr>
<tr>
<td>Memory Boxes</td>
<td>40</td>
</tr>
</tbody>
</table>
Protecting Children, Supporting Foster Carers – Dealing with Allegations 41
Systemic Briefing Fostering 42
Supporting Young People: Sexual Wellbeing 43
TCI (F) – Disabilities Module 44
Youth Mental Health First Aid 45
Pre-Approval Sessions – For Information

Programme 1: 17, 21, 22, 24, 28, 29 May & 7 June 2014
Programme 2: 6, 10, 11, 13, 16 & 20 September 2014 (20 September = session 6 & 7)
Programme 3: 6, 10, 11, 13, 17, 18 & 20 December 2014
Programme 4: 7, 11, 12, 14, 18, 19, 21 February 2015

SEE BELOW FOR TIMES

Course Details

In order to make the important decision to provide foster care, it is necessary to understand the relationship between the foster carer and the Local Authority. This includes an understanding of roles and responsibilities according to legislation, policy and procedure.

Information aims to highlight training and development needs and provide provisional information around subjects promoting the safety, welfare and development of children and young people of all ages.

The prospective carer needs support and information to evaluate their strengths and motivation to fulfil the fostering role and recognise good practice based on national agendas to improve life chances for looked after children.

The pre-approval programme covers the following areas:

Session 1:  The Role of the Local Authority & The Role of the Foster Carer
Saturday, 10:00am-2:30pm

Session 2:  Health, Safety & Welfare of the Child; Safer Caring; Protecting Children, Supporting Foster Carers (3 hours)
Weekday Evening, 6:00pm – 9:00pm

Session 3:  Approaches to Difficult Behaviour (3 hours)
Weekday Evening, 6:00pm – 9:00pm

Session 4:  Safeguarding Children – A Shared Responsibility – Awareness, Recognition and Responses
Saturday, 9:30 – 4.30pm

Session 5:  Promoting Positive Contact (3 hours)
Weekday Evening, 6:00pm – 9:00pm

Session 6:  Administering Medication
Weekday Evening, 6:00pm-9:00pm

Session 7:  The Role of Children who Foster (3 hours)
10:00am – 1:00pm

The combined duration sessions are 16 hours and each is accompanied by written literature and an assessment task which aims to assist in the assessment process.

All prospective carers are encouraged at the pre-approval stage to make a personal commitment to ongoing learning and development and are advised to attend the Training, Support & Development Standards once approved – see appropriate section of this diary.

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<td>6.1, 6.2, 6.3</td>
<td>7.1, 7.2, 7.3, 7.4, 7.5</td>
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</table>

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Section One

Level 1

(Within 12 Months of approval)
Child Development
Understanding the Development of Children & Young People
(The Theory) (Level 1)
(1 day)

9 May or 29 September or 18 December 2014 or 10 March 2015

Also available to be undertaken at home via workbook
or evening or weekend courses

Target Group: All staff, volunteers and private providers entering the children and young people's workforce in Hull.

Course Details
This course offers participants an opportunity to consider their practice with children and young people. The course content reflects themes within the Children's Workforce Development Council (CWDC) induction standard five and focuses on:

- Human need, learning and development.
- Theoretical perspective of child development.
- The importance of child development in working with children and young people in all settings.

Learning Outcomes
By the end of the course participants will have:

- Considered the development of children and young people in terms of social, emotional, behavioural, physical, intellectual and moral development.
- Been introduced to a range of theories relating to the development of children and young people.
- Considered the spectrum of human need.
- Considered models and strategies that can be used to support change and development.
- Gained an understanding of their role in supporting the development of self-esteem, self-worth and motivation in children and young people.

Times: 10:00am-2:30pm

Facilitators: Vicky Race

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Effective Recording for Foster Carers

4 June or 6 November 2014 or 25 February 2015
Evening: 17 April 2014

Also available to be undertaken at home via workbook
or evening or weekend courses

Course Details
Foster carers are required to maintain written records for a range of reasons. It is important that records comply with legal and organisational requirements. The foster carer plays a valuable role in gathering information about a child to ensure assessments and plans which are developed, accurately and reflect the child’s needs and wishes.

The Children Act 1989 places a duty on fostering agencies to keep detailed records including progress the child is making.

In order to safeguard and promote the welfare of the child or young person, information must be recorded and shared in accordance with The Data Protection Act 1998.

This training has been developed to support carers to record and store information effectively in a clear and concise manner.

Learning Outcomes:
- Identify legal and organisational requirements.
- Describe elements of good practice in recording.
- Discuss ways of summarising information.
- Explain reasons records are kept.
- Explain and discuss the value of contact records.
- Demonstrate effective completion of a) diary sheets b) accident forms c) incident forms.

Times:  
Daytime: 10:00am – 2:30pm  
Evening: 6:00 – 9:00pm

Facilitator: Vicky Race

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Foster Carers First Aid
(2 Days)

8 & 9 May or 25 & 26 June or 15 & 16 July or 4 & 5 September or
10 & 11 November 2014 or 19 & 20 January or 23 & 24 February 2015

Target Group:
Foster Carers

Course Details:
This course focuses on emergency scenarios that are faced by professionals, including
teachers, au pairs and playgroup leaders, looking after young children. This course meets
Ofsted requirements for registered childminders and Early Years Practitioners.

- Incident Management (appropriate to Home and general environment)
- Communication & Casualty Care
- Primary Survey
- Unconscious Casualty – all ages
- Resuscitation – all ages
- Choking – all ages
- Shock
- Bleeding – minor and severe
- Burns & Scalds
- Simple Fracture Management/Sprains & Strains
- Asthma
- Anaphylaxis
- Fainting
- Poisons
- Bites and Stings
- Seizures
- Childhood Conditions

Times: 10.00am – 1.30pm
Venue: Partnership Learning Centre

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Introduction to Attachment

23 June or 3 November 2014 or 2 February 2015.

Also available to be undertaken at home via workbook or evening or weekend courses

Target Group: Foster Carers

Course Details: This course has been identified as a key component in caring for children in the care of local authority. The course content reflects themes within the CWDC induction standard 5. How do children form attachments?

Learning Outcomes: By the end of the course participant will have:
- Gained an understanding of how attachment bonds are created and maintained
- Identified skills and behaviours which promote attachments
- Understood the importance of working as a team
- Looked at possible development delays and the use of play to enable children to grow.

Facilitator: Julia Tarbotton

Times: 10:00am-2:30pm

Please return all application forms to: Partnership Learning Centre, Henswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Introduction to Supporting Transitions – Over 5’s

22 May or 8 September 2014 or 5 January 2015

Also available to be undertaken at home via workbook or evening or weekend courses

Course Details

This session examines the effects of transition upon a child and young person’s identity. There will also be an evaluation of the effects of transition upon the child/young person’s family and friends and the foster carer and their family. Participants will develop a greater awareness of methods of supporting positive transitions.

Learning Outcomes

By the end of the session, the learner will be able to:
- list key transitions;
- identify the effect of transition on identity;
- recognise the effect of change;
- describe patterns of transition;
- discuss methods of promoting positive transition;

Times: 10:00am-2:30pm

Facilitator: Julia Tarbotton

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Moving Children On and Introductions to Adoption

Weekday: 7 October 2014

Evening: 11 June 2014 or 10 February 2015

Target Group: Foster Carers who care for children where the plan is adoption.

Course Details:
This course offers foster carers an opportunity to explore and discuss the impact of moving children on into adoptive families and identify the tasks foster carers, social workers and managers have in supporting children through the process.

The course content reflects themes within the Children’s Training Support Development Standards (TSDS)

Learning Outcomes:
By the end of this course, foster carers will have:

- An increased understanding of the potential impact on themselves and children they care for who move on into adoptive families.
- Understand the process of how adoptive families are identified and their role and responsibilities within this.
- Explored how foster carers can prepare children to move from foster care to adoption.

Times: 10:00am – 1:00pm or 6:00pm – 9:00pm

Facilitators: Hull Adoption Team / Julia Tarbottan

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
TSDS Induction Standards Workshop
(3 Hours)

Mainstream Carers: 6 June or 17 October 2014 or 30 January 2015
Family and Friends: 17 July or 7 November 2014 or 5 February 2015

Target Group: Foster Carers

Course Details:
All foster carers are required to complete a portfolio regarding the 7 Training, Support, and Development standards, within 1 year of being approved. The workshops will help carer's identify evidence and explain requirements.

Learning Outcomes:
By the end of the course participants will:
- Recognise how to build a portfolio
- Discuss ways of collecting evidence

Facilitator: Julia Tarbottin
Times: 9:30am – 12:30pm

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Section Two

Level 2
Achieving in Education LAC
(1 Day)

20 November 2014 or 23 March 2015

Target Group:
Foster Carers

Course Details:
Foster carers have a responsibility to ensure looked after children reach their full potential. This one-day course will give participants the chance to consider how they can support young people achieve in education.

Course Objectives:
By the end of the course participants will have
- Looked at how to raise expectations for LAC
- Identified skills, behaviours and activities to promote educational achievement
- Discussed the importance of stability
- Identified key professionals to support young people in education
- Identified resources available to support young people to achieve
- Discussed guidance on improving behaviour, attendance and exclusions
- Become familiar with using EPEPS

Times: 10:00am-2:30pm

Facilitators: Julia Tarbotton, Hazel Hughes and Adam Palmer

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@ hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Attachment, Trauma & Brain Development  
(2 Days)  

Weekdays: 7 & 8 May or 20 & 21 October 2014 or 9 & 10 February 2015 (9:30am-4:30pm)  
Or: 13, 16, 20 June or 15, 16, 17 December 2014 (10:00am-2:30pm)  
Saturdays: 4 & 11 October 2014 (9:30am-4:30pm)  

Target Group: All staff who undertake direct work with children.  

Course Details:  
This course offers participants the opportunity to reflect on and develop their knowledge and awareness of issues of attachment, separation and loss in relation to the lives of children and young people.  

Learning Outcomes:  

Day 1  
During day one participants:  
- Will have considered theoretical perspectives of attachment theories, and how these will apply in practice  
- Explored a range of attachment styles and the impact of these on personality development and ongoing relationships  
- Develop an understanding of brain development and the impact of trauma.  

Day 2  
During day two participants:  
- Will have considered internal working models and how these might impact on a child’s behaviour across a range of developmental stages  
- Considered attachment in relation to children and young people’s ability to reach their full potential in terms of the Every Child Matters six outcomes  
- Developed an understanding of the relevance of attachment styles and how these either support or hinder coping strategies when/where there are separation loss issues.  
- Had the opportunity to reflect on how their own practice and responses can impact on how children and young people manage issues of separation and loss  
- Become aware of what resources, support and services are available locally and nationally for children, young people and their carers.  

Times: See above  
Facilitator: Julia Tarbottton  

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk  
Alternatively you can fax your application to: 01482 318947
Children & Young People's Development
(Level 2)

9 & 10 April or 2 & 3 October 2014 or 13 & 14 January 2015

Target Group: Foster Carers

Course Details
To develop an understanding of child development within the context of day to day work with children, young people and their families.

Learning Outcomes
By the end of the course participants will have:
- Considered the developmental stages and tasks and explored various aspects of child development.
- Explored your role in supporting the development of children and young people.
- Considered the role of parenting and the nature of parental relationships within the context of child development.
- Examined factors effecting development and supportive strategies.
- Considered the role of the environment on development.
- Embedded child development theory into day to day work with children and young people.

Times: 10.00am – 2.30pm

Facilitators: Victoria Race

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Alternatively you can fax your application to: 01482 318947
Fostering Excellence:
Portfolio Building (Level 2)
(3 hours)

17 July 2014 or 30 January 2015

Course Details

Foster carers have the opportunity through the Training, Support and Development Standards and the Fostering Excellence scheme to use their growing knowledge and skills to make a valuable contribution to the Fostering service. The development of the Fostering service relies on the support of the foster carers and the Fostering Excellence scheme provides a framework which carers can use to underpin their decisions regarding their own learning and development whilst making the best use of their existing skills.

Carers may value the opportunity to learn how to structure their portfolio and present evidence in a way which is accessible to both their assessing officer and the verifier.

In these sessions, carers will be helped to make the best use of peer support to put their portfolios together.

Learning Outcomes:
- recognise how to build a portfolio
- discuss ways of collecting evidence
- identify ways of making your evidence accessible

Facilitator: Julia Tarbottin
Times: 1:00pm – 2:30pm

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
TCI (F)
Therapeutic Crisis Intervention
(Fostering)

Evenings (6:00pm – 9:00pm): 21, 22 May, 4, 5, 11, 12, 18, 19, 25, 26 June 2014 or
12, 13, 19, 20, 26, 27 November, 3, 4, 10 & 11 December 2014

Weekdays (10:00am-2:30pm): 15, 16, 19, 20 May, 4, 5, 11, 12 & 19 June 2014 or
18, 19, 22, 23, 29 September, 1, 8, 9 & 16 October 2014 or
21, 22, 26, 27 January, 4, 11, 12, 18 & 19 February 2015

TCI (F) is a training package for foster carers which aims to provide the skills and knowledge
to prevent or de-escalate crises and enable children & young people to change old habits,
destructive responses and problem behaviours.

The techniques presented in this training package are designed to provide the skills,
knowledge and confidence foster carers need to manage children and young people in crisis
safely and to be in control of the situation in order to bring about change and growth.

The training package covers nine sessions of approximately 3½ hours duration (foster carers
will be expected to attend all 9 sessions.) and covers areas including:
- What happens in a crisis?
- Adults as role models
- Limit setting
- Choices and consequences
- How to respond to crisis
- Active listening skills
- Attention-seeking behaviour
- Power and control
- Revenge
- Avoiding failure
- Behaviour management techniques
- Temper tantrums

Learning Outcomes
At the end of the sessions foster carers will:
- Be able to proactively prevent and/or de-escalate a potential crisis situation with children
  and young people
- Be able to safely and therapeutically manage a crisis situation
- Be able to work through the crisis situation with children and young people to help
  improve young people’s coping skills and strategies

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9
5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
TCI (F)
Therapeutic Crisis Intervention
(Fostering)

REFRESHER

**Weekdays:** 28 April or 4 September 2014 or 17 February 2015

**Weekends:** 15 November 2014

**Target Group:**
Foster Carers who have attended the full TCI(F) must do a refresher every year.

**Pre-Requisites:**
You must have completed a TCI (F) Quiz prior to applying for this refresher and you will be tested on LSI (Life Space Interview)

**Course Details:**
The aim of the course is to provide carers with the opportunity to refresh their knowledge and understanding of TCI(F).

**Learning Outcomes:**
By the end of the course Foster Carers will:
- Be reminded and updated with the knowledge and skills required to continue to implement TCI(F) effectively.
- Have an opportunity to learn and develop new skills in relation to TCI(F)
- Have an opportunity to discuss issues in the implementation of TCI(F)

**Facilitator:** Kerri Dean & Julia Tarbotton

**Time:** 10:00am – 2:30pm

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Working with Parents
Promoting Positive Contact
(2 Days)

24 & 25 September or 11 & 12 December 2014 or 16 & 17 March 2014
(Evening and Weekend Courses are available on request)

Target Group: Foster carers who are supervising contact

Course Aims:
To enable Foster Carers to consider the importance of contact and their role in promoting contact and building professional relationships with parents.

Course Objectives:
- Participants will have looked at the importance of contact in relation to improving outcomes for LAC
- Discussed factors which impact on placement stability
- Gained a better understanding of different cultures and identified how to promote diversity
- Looked at decision making and power imbalances
- Considered difficulties that may arise and strategies to manage these
- Understand their responsibilities in relation to supervising contact

Times: 10:00am-2:30pm
Facilitator: Julia Tarbott

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Alternatively you can fax your application to: 01482 318947
Section Three

Level 3
Restorative Principles and Practice (Level 1)
(1 Day)

12 May or 10 September 2014 or 7 January 2015

Target Group: Foster Carers

Course Details
A one day course to introduce foster carers to the principles and practice of Restorative Practice and its uses in working with children and young people.

Learning Outcomes
By the end of the course participants will:

- Have an understanding of the principles and framework that support Restorative Practice
- Have an understanding of Restorative practices in the context of building and strengthening relationships and communities, improve behaviour and attitudes and challenge unacceptable behaviour, resolve conflict and repair harm.

Times: 10.00 am – 2.30 pm

Facilitators: Kerri Dean

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Restorative Practices: Effective Use of Circles (Level 2)
(1 Day)

22 May or 18 September 2014 or 15 January 2015

Target Group: Foster Carers who have attended the Restorative Principles and Practice Level 1 course

Pre-requisites: Restorative Principles and Practice course must be attended prior to Circles Training.

Course Details
A one day course to enhance foster carers understanding of Restorative Practices through the use of circles to build and strengthen relationships and communities.

Learning Outcomes
By the end of the course participants will:

- Have an understanding of practical tools used in Restorative Practice
- Have an understanding of how to undertake circles within a foster carers home.

Times: 10:00 am – 2:30 pm

Facilitators: Kerri Dean

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<tr>
<th>Every Child Matters Outcomes</th>
<th>Basic, Intermediate, Specialist</th>
<th>Common Core of Skills &amp; Knowledge</th>
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Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Section 4

Continuous Professional Development
(12 months +)
Caring for Children with Neonatal Abstinence Syndrome
(1 Day)

11 September 2014 or 13 February 2015

Target Audience: Foster Carers & Fostering Social Workers

Course Details:
This session aims to raise participants awareness of neonatal abstinence syndrome and increase carer’s confidence in caring for children who are born with this condition.

Learning Outcomes:
By the end of the session participants will be able to:
- Explain the reasons for this condition
- Recognise the effects of this condition on the infant
- Explore methods of meeting the needs of the infant with neonatal abstinence syndrome
- Discuss the challenges for the foster carer and sources of support

Facilitators: Julia Tarbottan & Helen Pearson

Times: 10:00am – 2:30pm

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Caring for Children Who Have Been Sexually Abused
(8 Hours)

29 April & 9 May or 4 & 5 December 2014

Course Details

A challenging aspect of the foster carer’s role is in caring for children who have been sexually abused. Carers will need sensitivity and understanding around the issues involved. They will also need to acknowledge the potential impact on themselves and the all members of the household - providing safe care and support to protect children from further harm.

Learning Outcomes:

- recognise signs and symptoms of abuse.
- identify skills of working with children who have been abused.
- contribute to protecting children from further harm.
- describe the roles of child protection agencies.

Facilitators: Julia Tarbottton

Times: 10:00am-2:30pm

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Courtcraft
(1 Day)

10 November 2014 or 6 February 2015

Target Group:
Family Practitioners, Contact Officers, Family Support Workers, Early Help workers, Foster carers,

Course Aims:
The course aims to increase confidence and competence of workers and carers who may be required to appear as a witness during the Family Proceedings

The workshop is structured around a simulation of a court setting. Within this structure are opportunities for all participants to experience aspects of the court process. At appropriate points teaching expands and develops aspects of court process and issues relating to evidence

In the simulated setting participants give evidence taken from their own practice. Care is taken to ensure that witnesses are not "coached" in relation to a case currently before the court (which is not permissible), but the use of real cases of concern in current practice gives a realistic experience. Feedback is given.

All participants are cross examined and also benefit from watching others. It is a safe place to make mistakes and to learn how to deliver evidence effectively.

Learning Outcomes:
By the end of the course, the participants will:

- The court setting and personnel are explained
- Participants learn how to best present their qualifications and experience
- Court etiquette and dress are discussed
- Participants will be cross examined at a level of challenge commensurate with experience.

Times: 9.30am – 4.30pm

Venue: Partnership Learning Centre

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Foetal Alcohol Spectrum Disorder (FASD)
Identifying and Supporting
(2 Days)

16 & 26 September 2014 or 9 & 10 December 2014

Target Group:
All carers who work with children and families

Course Aims:
To enable professionals and carers to support and consider the needs of children and young people with FASD

Course Objectives:
- Considered characteristics of FAS
- Understand the impact of syndrome on behaviour
- Discussed ways to support children and young people with FAS
- Gained an insight into life with sensory overload difficulties
- Identified websites with useful resources

Time: 10:00am – 1:30pm

Facilitator: Julia Tarbotton

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Foster Carers as Mentors
(8 Hours)

Mainstream Carers: 12 & 13 June or 10 & 11 December 2014

Family & Friends Carers: 20 & 21 May 2014

Course details
Fostering Excellence Level 3 criteria 11 requires that carers:

‘Offer support, consultation and mentoring to other foster carers, and children and young people.’

Carers may access this course to develop the necessary knowledge and skills to undertake the valuable role of mentor. Please note that this course is relevant not only to carers undertaking or working toward their Fostering Excellence Level 3 but all carers in their capacity as mentor for the young people in their care.

This two day course will cover:
- The role of the mentor
- Ways of supporting the development of others
- Making agreements
- Promoting reflective practice

For carers hoping to progress to The Health & Social Care Level 3 award, there will be pieces of work undertaken as part of this course which can be used as evidence for a range of units including HSC 33, HSC 38, HSC 39 and HSC 310

Facilitator: Victoria Race

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk Alternatively you can fax your application to: 01482 318947
Fostering Excellence: Portfolio Building (Level 3)
(3 hours)

17 October 2014 or 5 February 2015

Course Details

Foster carers have the opportunity through the Training, Support and Development Standards and the Fostering Excellence scheme to use their growing knowledge and skills to make a valuable contribution to the Fostering service. The development of the Fostering service relies on the support of the foster carers and the Fostering Excellence scheme provides a framework which carers can use to underpin their decisions regarding their own learning and development whilst making the best use of their existing skills.

Carers may value the opportunity to learn how to structure their portfolio and present evidence in a way which is accessible to both their assessing officer and the verifier.

In these sessions, carers will be helped to make the best use of peer support to put their portfolios together.

Learning Outcomes:
- recognise how to build a portfolio
- discuss ways of collecting evidence
- identify ways of making your evidence accessible

Facilitator: Julia Tarbotton

Time: 1:00pm – 4:00pm

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Introduction to Sexual Health (Level 1)  
(½ Day)

23 April (AM) or 18 June (AM) or 5 August (PM) or 16 October (AM) or 18 December 2014 (AM) or 20 February 2015 (AM)

Target Group: Everyone providing support, information and services in sexual health; for example: family support workers, youth workers, PHSE teachers, connexions staff, school nurses, health visitors.

Course Aims
This half day training session is designed as the first step for anyone looking to gain the knowledge and confidence to support young people around sexual health issues.

Learning Outcomes
By the end of the course participants will have:

- Knowledge of up to date and accurate information to promote safer sex and contraception.
- An understanding of the nature and transmission risk of STIs (Sexually Transmitted Infections including HIV and AIDS)
- An awareness of where to access and sign post to local sexual health services
- A practical overview of sex and the law

Times: AM 9:30am – 1:00pm  
PM 1:00pm – 4:30pm

Facilitator: Corner House

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<th>Every Child Matters Outcomes</th>
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Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk  
Alternatively you can fax your application to: 01482 318947
Let's Talk Sex – Supporting Parents
(2 Days)

1 & 2 July 2014

Target Group: Anyone who works with families and/or parents.

Course Details:
To increase worker confidence and skills so that they can engage with parents to promote talking to children about issues of sexual health and wellbeing.

In November 2007 the Department for Education and Skills released a strategy entitled "Every Parent Matters" and within it there were a number of references to parents discussing sexual health with their children.

"Frank and unembarrassed discussion about risk taking also helps young people develop skills to make safe and informed choices for example, "Teenagers who can discuss sex and relationships with their parents openly, and without embarrassment, start having sex later in life and are more likely to use contraception."

Learning Outcomes
The course is designed to develop worker skills and knowledge around sexual health. This will include exploring:
- What are the barriers for parents in talking to their children about sexual health?
- How the worker can help the parent find solutions to these barriers.
- Information about sexual health and services available.
- What is appropriate?
- Confidence raising.

Times: 9:30am-4:30pm

Facilitator: Cornerhouse (Yorkshire)

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Lost for Words
(1 Day)

17 June or 23 October 2014 or 19 March 2015

Target Group:
All staff and carers who undertake direct work with children and young people

Course Aims:
To enable individuals who work and care for children to support young people through the process of loss and bereavement

Learning Outcomes:
By the end of the course participants will have:
- Gained an awareness of different types of loss
- Considered different models of loss
- Looked at a continuum of responses
- Gained an insight into children and young people’s experiences of bereavement and how to support them
- Looked at a range of behaviours associated with loss
- Considered children and young peoples understanding of death at different developmental stages
- Gained an awareness of resources available locally and nationally to support work in this area

Times: 9.30am – 4.30pm

Facilitator: Julia Tarbottone, Kerri Dean or Vicky Race

Venue: Partnership Learning Centre

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Makaton Beginners Workshop
(3 Days)

Dates to follow

**Target Group:** Family members, carers and workers who need to use Makaton at home and in their work.

**Course Details**
Based on the Foundation Workshop, this provides an introductory workshop for parents and carers who need to use Makaton in Everyday situations, but with less theory and technical information. Signing instruction is given for Stages 1-4, plus some Additional signs to help in practical situations. Makaton symbols are included and examples of their use are given. Teaching methods are discussed and developed.

**Learning Outcomes**
On completion of the course participants should:

- Know about the history, design and structure of the Makaton Core and Resource Vocabularies.
- Be able to use signs and symbols from Stages 1,2,3,4 and the Additional Vocabulary in their daily environment and use techniques for placement, directionality and movement
- Know how the signs used with the Makaton Vocabulary are derived
- Understand the Makaton symbol themes and begin to feel confident to draw them by hand and to use them in a variety of ways with or without signs to suit users needs
- Understand how to start introducing Makaton in a practical way at home or work settings

**Times:** 10:00am-2:00pm

**Facilitators:** Tracy Clark (Makaton Tutor)

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Makaton Foundation Workshop
(2 Days)

Dates to follow

Target Group: Staff who need to use Makaton in their work as well as for others who wish a more in depth training

Course Details
The foundation workshop provides a more detailed introduction to the Makaton vocabulary than the Beginners Workshop for Parents and Carers. Signs and symbols from stages 1-4 and additional are taught during practical sessions. The workshop will cover current research into sign use, symbols design themes. The use and purpose of Makaton, and an overview of alternative systems of communication.

Learning Outcomes
On completion of the course participants should:

- Know about the history, design and structure of the Makaton Core and Resource vocabularies.
- Be able to use signs and symbols from Stages 1,2,3,4 and the Additional Vocabulary in their daily environment.
- Have an understanding of how signs have derived and supporting research.
- Understand the design of Makaton symbols, developing confidence to draw by hand and use them in a variety of ways to suit users’ needs.
- Have a knowledge of the different approaches available to develop the communication skills of a wide range of Makaton users.

Times: 9.15am-4.30pm

Facilitators: Tracy Clark

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Making the Links

9 April or 8 December 2014 or 4 March 2015

Target Group: All professionals, carers who have undertaken the attachment, restorative practices and TCI course

Course Aims
The course offers participants the opportunity to reflect on and develop their knowledge and awareness of attachment, restorative practices and therapeutic crisis intervention and how these can support children and young people's ability to reach their full potential in terms of the Every Child Matters six outcomes.

Learning Outcomes
By the end of the course participants will have:

- Considered the use attachment, restorative practices and TCI principles to safety and therapeutically manage a crisis situation.
- Understood the importance of relationships to the ‘Looked After Child’ so workers can bring about positive change
- Gained an understanding of the issues stemming from early trauma that children take with them to maturity

Facilitator: Julia Tarbotten and Kerri Dean

Times: 9:30am – 4:30pm

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Managing Stress
(4 hours)

EXPRESSIONS OF INTEREST

Course Details
Stress affects everyone in different ways. The effects of stress can impact on an individual's ability to manage every day issues and maintain positive relationships. This course aims to promote the participants ability to develop a personal profile which will highlight their own 'stressors', how they react to stress and ways of reducing stress in a helpful way.

Learning Outcomes:
By the end of the course participants will be able to:

- identify potential sources of stress.
- describe the effects of stress.
- develop understanding and skills to successfully reduce stress.

Facilitator: Julia Tarbotton

Times: 10:00am – 2:30pm

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Medication for Foster Carers
(3 Hours)

Daytime: 1 May or 13 November 2014 or 5 February 2015
Evening: 17 April or 9 July or 1 October 2014

Target Group:
Foster Carers

Course Aims
- Medication and Foster Caring
- Introduction to Medicines and their Uses
- Child Development in relation to Medicines
- Managing long term conditions in Children
- How to administer medication to Children
- Topics commonly encountered in Children and Young Adults
- Sources of Information

Course Objectives
- Standards relating to Medication
- Policies regarding Medication
- Different between Prescribe and Prescriptions
- Consent
- What is a Medicine
- Difference between a Medicine and a Drug
- Classes of Medicines: GSL, P, POM
- Forms of Medication
- Routes of Administration
- Stages of Development
- Body Changes
- Concordance
- Compliance
  - Age
  - Palatability
  - Length of Therapy and Frequency of Dosing
- Adherence
- Gastrointestinal Conditions
- Respiratory Conditions
- Common Childhood Infections
- Conditions affecting the Skin
- Sexual Health
- Other Conditions

Facilitator: Andre Amaral

Venue: Partnership Learning Centre

Times: 
Evening: 6:00pm – 9:00pm
Daytime: 10.00am – 1.00pm

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Memory Boxes

4 April or 2 October 2014 or 2 March 2015

Course Details
Memory boxes can help to provide children and young people with an enduring account of their lives. This can aid them in developing a positive sense of identity and gain an understanding of the transitions they will experience. The course will enable carers to help young people identify positive experiences and happy memories. The course will provide evidence for the CWDC standards 4 and 5. The course will enable carers to promote young people and family participation which is an underlying philosophy of the Children's Act 1989.

N.B. This course does not attempt to cover the subject of life story work which is complex and sensitive and likely to be carried out by a qualified practitioner who has received advanced training in the area. However, the session will prepare foster carers for the role they may have in this in terms of supporting the process of life story work by developing an ability to produce life story books in order that vital information which may be useful in future work with the child is not lost . . .

Learning Outcomes
By the end of the course participants will:
- Identify the importance of memory boxes.
- Establish what is to be included in a memory box and look at ways to encourage young people to engage in the activity.
- Identify sources for gathering information.
- Look at how identity is constructed and the role they can play in promoting a positive sense of identity.
- Identify why self esteem is important in this area.
- Look at different examples of memory boxes.

Times: 10:00am-2:30pm

Facilitator: Julia Tarbott

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Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Protecting Children, Supporting Foster Carers
- Dealing with Allegations
(1 day)

EXPRESSIONS OF INTEREST

Target Group:  Post-approval foster carers, foster team members, Sessional Workers

Course Details
This training session has been developed by the Fostering Network following a request from the DfES and is designed to help participants develop their understanding about allegations of abuse against foster carers, and the procedures for managing them. The topic is presented from the perspective of foster carers and the impact of allegations on them. The differing responsibilities of fostering services and child protection social workers are discussed as well as the possible involvement of the police.

This is an excellent opportunity to re-visit their Safer Caring policies and refresh their awareness of key issues.

Learning Outcomes
- To describe the process for managing allegation's and serious concerns about foster carers' practice/standards of care.
- To explain the help and support available to carers.
- To increase awareness of approaches to minimising the risk of allegations and strategies for coping if they occur.
- Refresh awareness of principles of Safer Caring

Facilitator:  Julia Tarbotton

Times:  10:00 – 14:30

Please return all application forms to: Partnership Learning Centre, Henswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Systemic Briefing Fostering
(1 hour)

12 May (3 – 4pm) or 13 May (2 – 3pm) or 22 May (6 – 7pm) 2014

Target Group: Fostering

Course Aims: A briefing to introduce the concept of systemic practice

Course Objectives:
- To examine the systemic model and think about its application

Facilitator: Vicky Race

Times: see above

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
Supporting Young People: Sexual Health
(1 Day)

27 May or 22 July or 10 September or 19 November 2014 or 15 January 2015

Target Group: Anyone within the statutory or voluntary sectors providing support, information and guidance to young people; For example, foster carers, teachers, family support workers, youth workers, volunteers, social workers.

Pre-requisites: All participants must have completed the Introduction to Sexual Health ½ day course prior to applying for this course.

Course Details
To offer participants the opportunity to explore and acquire tools to integrate sensitive topics relating to sexual wellbeing; promoting positive sexual health messages within their current practice.

Learning Outcomes
The training will allow participants to:

- Examine the appropriate use of sexual language and terminology.
- Explore how to engage and challenge young people about sensitive and/or problematic sexual health topics.
- Gain an understanding of the issues that can be faced by young people relating to sexuality.
- Apply learning to assess how issues relating to sexual wellbeing can be promoted and integrated into their practice.

Times: 9:30am – 4:30pm
Facilitator: Corner House (Yorkshire)

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
TCI (F) Disabilities Module

9 June or 30 September 2014 or 10 February 2015

Target Group: Foster carers who have completed the TCI(F) course.

Course Aims:
To provide foster carers who live and work with children and young people with disabilities and challenging behaviour, with additional skills, knowledge and attitudes to prevent and de-escalate potential crisis situations.

Course Objectives:
By the end of the course participants will be able to:

- Describe the range of challenging behaviours presented by young people with disabilities.
- Identify environment and personal setting conditions for challenging behaviour by young people with disabilities.
- Identify which behaviour management techniques are most effective with young people with disabilities.
- Demonstrate the shortened and advocates Life Space Interview.

Times: 10:00am-2:30pm
Facilitator: Kerri Dean

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk. Alternatively you can fax your application to: 01482 318947
Youth Mental Health First Aid (YMHFA)

Two Day Training course (both days must be attended)

Dates to follow

Target Group: This course is suitable for any front line staff who work with children, young people and their families, in particular staff from integrated youth services, community support teams, children's centre's etc who have completed the MECC training.

Course Details:
This training course provides non clinical staff with the knowledge and skills to enable them to promote positive mental health and work effectively with children and young people who are experiencing poor mental health.

Course Aims:
By the end of the course participants will have knowledge, information, tools and techniques to address the following:
- Promoting emotional, mental, social and psychological well-being
- Eating Disorders
- Self Harm
- Diversity and equality issues
- Suicide
- Child, adolescent and family psychosocial development
- Depression / anxiety / psychosis
- Bullying and cyber bullying
- Promoting protective factors and good parenting

Times: 9:30am-4.30pm

Facilitators: Various (all nationally qualified trainers)

Please return all application forms to: Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LD or email to: learninganddevelopment@hullcc.gov.uk
Alternatively you can fax your application to: 01482 318947
## Training Application Form

Please **Print** all Information

### Name of Course
(Only one course per application)

### Date Preferred

### Alternative Date

### Pre-requisites Attended:
- Yes
- No
- N/A

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<thead>
<tr>
<th>Applicant's Signature</th>
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<tr>
<th>Date</th>
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We will use your information to provide appropriate training data when requested. By signing this application you **agree** to our sharing your information within the Local Authority.

All cancellations must be made in writing either by e-mail to **learninganddevelopment@hullcc.gov.uk** or by fax on (01482) 318947. For most courses there are waiting lists and we may be able to re-allocate your place if given adequate advance notice.

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**Once completed, please return this form to:**
Learning & Development, Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LB
Or you can email this application to: **learninganddevelopment@hullcc.gov.uk**
Or you can fax this application to: (01482) 318947
TO BE COMPLETED ONLY FOR EXTERNAL COURSES/CONFERENCES
Part B – LINE MANAGER NOMINATION FORM FOR A PLACE ON AN EXTERNAL COURSE/CONFERENCE

<table>
<thead>
<tr>
<th>NAME OF COURSE/CONFERENCE (Only one course per application)</th>
<th>ORGANISING AGENCY</th>
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<tbody>
<tr>
<td>COURSE/CONFERENCE DATE(S):</td>
<td></td>
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<tr>
<td>Cost of external course or conference/post qualification course (delete as appropriate); (plus estimated expenses)</td>
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<tr>
<td>Course fees: £_</td>
<td></td>
</tr>
<tr>
<td>Travel: £_</td>
<td></td>
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<tr>
<td>Subsistence: £_</td>
<td></td>
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<tr>
<td>Accommodation: £_</td>
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<tr>
<td>TOTAL : £_</td>
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Relevance of event to job/task:

Arrangement to be made for feedback to colleagues – please outline:

Line Manager’s comments and approval: (to include more than 'yes agreed')

Signed: ____________________________________________

Name: ____________________________________________ Date: __________________

(PLEASE PRINT)

APPROVAL IS GIVEN FOR THE FUNDING IN RESPECT OF THIS COURSE TO BE PAID FROM THE APPROPRIATE BUDGET.
Please complete all sections of this form and attach a course programme, booking forms and any other relevant details.

YOU SHOULD NOT BOOK DIRECTLY YOURSELF – ARRANGEMENTS WILL BE MADE BY THE TRAINING & DEVELOPMENT SECTION

Please return this form to:
Learning & Development, Partnership Learning Centre, Hemswell Avenue, Hull, HU9 5LB
Tel: (01482) 318949  Fax: (01482) 318947