

# **Blaenau Gwent County Borough Council**

## **Corporate Safeguarding Training Framework**

## **Introduction**

Blaenau Gwent County Borough Council is committed to ensuring that everyone living within the Borough is safe and protected and that the statutory responsibilities to safeguard and protect children, young people and adults at risk are effectively met.

The following framework sets out Blaenau Gwent County Borough Council's (BGCBC) requirements in respect of safeguarding training for all Council employees, elected Members and volunteers (practitioners). Safeguarding training is mandatory and means all staff should at least receive Tier 1 training every 3 years. The framework is based on a tiered approach, which links to the role of the practitioner and the contact that they may or may not have with children, young people and adults at risk.

The Council's Corporate Safeguarding Policy states that all education and council practitioners, elected members and contractors who come into contact with children or adults at risk in the course of their duties are expected to understand their responsibility and wherever necessary, to take action to safeguard and promote their welfare.

All practitioners working for, or on behalf of the Council have a 'duty to report' any concerns they may have for the welfare and/or protection of children and adults at risk. The duty to report is a legal requirement under the Social Services and Wellbeing Act (Wales) 2014.

It is the responsibility of the service area to identify the tier of training the individual employee/volunteer is required to undertake and this should be clearly defined and recorded within the Service area.

The training tiers are dependent upon whether a practitioner's role brings them into contact with children or adults when carrying out their duties. There is no single definition of what constitutes contact with children and professional judgement must be exercised. As a guide, any practitioner who is regularly and directly communicating and/or interacting with children and adults would be considered as meeting this criterion. The safeguarding course titles can be found at Appendix 1.

## **TIER ONE**

On commencing employment with Blaenau Gwent County Borough Council, all practitioners are required to have 'Basic Safeguarding Awareness' training. This is an hour briefing which is delivered by accessing the electronic Tier 1 training developed by Social Care Wales online through the All Wales Platform and will be centrally recorded. If you are unable to access electronic

training then please ask your manager/supervisor who can refer you to 'face to face' training if required.. The Manager will be responsible for ensuring that this is completed as part of induction.

If the role of the practitioner means they do not come into contact with children, young people or adults when carrying out their duties, they are required to undertake a refresher of this briefing every 3 years.

For such employees, there will be no requirement to undertake Tier 2 or 3 training.

The All Wales platform should enable staff to be notified when refresher training is required and will record when refresher training has been undertaken. Attendance sheets for the refresher training will be completed by the relevant manager should 'face to face' training be required.

The refresher briefing can be delivered as part of team meetings, supervision or via groups as agreed within the individual service area.

Attendance sheets for training should clearly identify the name of the course and whether it is the practitioners initial or refresher training and include-

- Service area
- Employee Number
- Name
- Course title
- Date of the training

### **Induction**

#### **Basic Safeguarding Awareness**

**1-hour briefing**

**RERESHER EVERY 3 YEARS**

- 
- Understand the importance of safeguarding
- Be able to identify different forms of abuse and recognise possible indicators
- Know what to do if you have a concern regarding abuse
- Be aware of the Blaenau Gwent Corporate Safeguarding Policy

## TIER TWO

Within 6 months of commencing employment and completion of Tier 1 Basic Safeguarding Awareness, those practitioners whose role will bring them into contact with children, young people and adults must complete the half day 'Understanding Safeguarding: Children and Adults' training. This Tier 2 half day course should be repeated every 3 years. There is no need to repeat Tier 1.

Each Service area will facilitate 'Understanding Safeguarding Children and Adults' course on a regular basis, the frequency of which will be determined by the Service area, but must be at least every 3 years. Social Care Wales are currently reviewing Tier 2 and Tier 3 training and will be releasing updates later in 2022.

### Understanding Safeguarding Children and Adults

1/2 day

**REFRESHER EVERY 3 YEARS**

- Know own role in relation to safeguarding adults, children and young people from harm, abuse and neglect
- Understand how individuals are protected from harm, abuse and neglect
- Know how to recognise different types of harm, abuse and neglect
- Understand the safeguarding requirements of the Social Services and Well Being (Wales) Act 2014

### TIER 3

Practitioners employed by Education and Social Services will have specific training requirements due to their professional roles and responsibilities. There will also be staff in service areas who have responsibility for making reports due to safeguarding matters being raised with them by employees in their teams. These are likely to be Team Managers and Designated Safeguarding Persons (DSP's) who require a higher level of training in order to support them in respect of making safeguarding reports and offering safeguarding advice. For such employees, after completing Tier 1 as part of the Induction process, Tier 3 courses should be completed within 6 months, with no requirement to repeat Tier 1 or complete Tier 2.

If an existing employee is promoted to a Team Manager role where they would be required to offer Safeguarding advice and/or make reports, they should then complete Tier 3 training as part of their induction to the new role. Further, if an employee is identified as a DSP, they must complete Tier 3 training within 3 months of taking on board this responsibility.

For employees identified by service areas who fit this criteria, the requirement is to undertake the following training:

- 1 Day training course 'Safeguarding Children: Recognition, Referral and the Child Protection Process' which is facilitated by the Gwent Safeguarding Board and
- 1 Day training course 'Safeguarding Adults at Risk: Awareness Raising' which is facilitated by Workforce Development.

Both training courses should be repeated every 3 years.

#### Children specific- via Gwent Safeguarding Board

**Safeguarding Children: Recognition,  
Referral and the Child Protection  
Process**

**1 day**

**REFRESHER EVERY 3 YEARS**

- To be aware of the key legislation and policies for working together to safeguard children
- To have an awareness of what is meant by child abuse, neglect and learn about possible signs, symptoms and indicators
- To demonstrate an understanding of your safeguarding roles and responsibilities
- Know how to report concerns

**Link to Gwent Safeguarding training-** <https://www.gwentsafeguarding.org.uk/en/Home.aspx>

### **Adult specific- Via Workforce Development**

#### **Safeguarding Adults at Risk Awareness Raising**

**1 day**

**REFRESHER EVERY 3 YEARS**

- To raise awareness of: The Wales Protection of Vulnerable Adults Policy and Procedures. The types and indicators of abuse. The responsibility to report adult abuse.
- Participants to be able to: Identify who may be an adult at risk. Describe types of abuse and ways of recognising types of abuse. Understand roles and responsibilities in reporting abuse. Understand how to respond to disclosures or concerns of abuse.

### **Compliance with Safeguarding Training**

Designated Safeguarding Persons (DSP's) have responsibility for ensuring that service areas are compliant with the requirements of training. Key activity data on the compliance of safeguarding training in each Service area will be reported to the Corporate Safeguarding Leads Group.

Individual service areas should make an informed decision based on the workforce within their area to determine which tier of training is relevant to which practitioner. The rationale for this decision should be clearly recorded. Support in making these decisions can be offered by the safeguarding managers in Social Services.

### **Education Practitioners - School based practitioners**

There is a requirement for all school based practitioners to undertake training on a 3 yearly basis. Practitioners include head teachers, teachers, teaching assistants, lunch time supervisors, caretakers, crossing patrol, breakfast club staff and Governors.

The model of training delivery will be a whole school approach. A 'train the trainer' safeguarding package will be delivered to all head teachers, who will then facilitate safeguarding training within their school on a 3 yearly rolling programme.

The safeguarding in education manager will support and monitor the completion of this training.

In addition, head teachers must ensure that all practitioners are made fully aware of the School's Safeguarding Policy and how to access it and that safeguarding is on the agenda for staff meetings on a regular basis. Head teachers must ensure that all school staff are aware of the Designated Safeguarding Persons (DSPs) within the school and how to report any concerns regarding pupils or practitioners.

DSP meetings are held on a regular basis to provide additional and updated information on aspects of safeguarding.

### **Social Services- Children and Adults**

Those staff employed within Social Services will have specific training requirements due to their professional registration requirements for Social Care Wales.

Specific training for Children's and Adults Social Workers is as follows:

#### **Safeguarding Adults (workforce development courses):**

- Safeguarding Adults at Risk - Awareness Raising: aimed at all staff that have direct contact with adults.

- Safeguarding Adults at Risk - Awareness Raising - Half Day Refresher. It is recommended that those working with adults attend refresher training every three years.
- Safeguarding Adults at Risk – Advanced: designed to aid social workers, registered managers and staff from partner organisations.

### **Safeguarding Children (Gwent Safeguarding)**

- Basic Awareness to Safeguarding Children – Everybody's Business <https://www.youtube.com/watch?v=sQ8djE-yadA>
- Introduction to Safeguarding (Adults and Children)
- Safeguarding Children: Recognition, Referral and the Child Protection Process
- Other specialist courses are available via Gwent Safeguarding

In addition, Newly Qualified Social Workers (NQSWS) have a clear framework which sets out the requirements of training within the first 3 years of practice.

The framework consists of:

- Induction to professional social work
- Growing in competence and confidence
- Mentoring and training
- 'Consolidation of Practice' Programme and renewal of registration

Prior to commencing the 'Consolidation of Practice', Social Workers must complete 4 mandatory full day courses on the following:

- Adult Safeguarding
- Children's Safeguarding.
- Domestic Abuse
- Substance Misuse

The Continuing Professional Education and Learning (CPEL) framework for experienced Social Workers is as follows:

- Experienced Practitioner Programme
- Senior Practitioner Programme
- Consultant Social Worker Programme



Other leadership courses for Social Workers include:

Team Manager Development Programme – TMDP

Middle Management Development Programme – MMDP

**Other Training is available via:**

- Social Services internal training
- Social Services, Workforce Development Services - <http://socialservicesblaenau-gwent.caerphilly.gov.uk/index.aspx>
- Gwent Safeguarding - <https://www.gwentsafeguarding.org.uk/en/Home.aspx>
- Gwent Safeguarding Media Clips - <https://www.gwentsafeguarding.org.uk/en/Children/Resource-Hub/Media-Clips/Gwent-Safeguarding-Media-Clips/Gwent-Safeguarding-Media-Clips.aspx>
- Resources from Social Care Wales - <https://socialcare.wales/learning-and-development/safeguarding>

## **Appendix 1**

### **Safeguarding course titles**

The safeguarding course titles are as follows:

Tier 1 – Induction- Basic Safeguarding Awareness

Tier 1 - Refresher- Basic Safeguarding Awareness

Tier 2 – Half Day Understanding Safeguarding- Children and Adults

Tier 2 - Half Day Refresher- Understanding Safeguarding- Children and Adults

Tier 3- 1 Day Safeguarding Adults at Risk

Tier 3- 1 Day refresher- Safeguarding Adults at risk

Tier 3- 1 Day Safeguarding children- Recognition, referral and child protection process

## Tier 3 -1 Day Refresher Safeguarding children- Recognition, referral and child protection process

### **Safeguarding Training**



Tier 1 SWAY  
Corporate safeguarding



Tier 2  
Understanding Safe