



Dear Foster Carers

Welcome to the 2008 – 09 Learning and Development programme for Family Placement from Norfolk Children's Services.

It has been a busy year, with the introduction of the Children's' Workforce Development Council's new Standards for the Training, Support and Development of Foster Carers. Many of you have been able to come along to one of the briefing sessions held earlier this year, and will know that information and support is available from your supervisor, and from the training team.

The introduction of the Standards has allowed the Learning and Development Team to rethink and renew all our courses. This year sees the introduction of a new modular system – Fostering 1, Fostering 2 and Fostering 3 modules made up of a number of units. Fostering 1 and 2 are core, required learning units which all carers need to complete within their first year post approval – and existing carers will need to think about taking these courses if they have not yet done so.

Fostering 3 consists of a range of further courses aimed at carers' own personal continuing development, and these courses are optional for you to plan into your learning according to your own personal development plan needs and interests.

The Learning and Development Team is here to support your learning and assist where we can. To this end we have expanded the Carer Coach group, who will now develop their role to become Training Coaches. A Training Coach will be placed with every new carer in their first year of approval, to support their learning and development and the achievement of Standards. Training Coaches are also working with existing carers to support their achievement of standards, and other particular areas of learning and development. If you have not already got a Training Coach and would like to speak to one – please contact the Training Team.

In addition to extending the coaching, this year sees the introduction of general course e-learning units for those who absolutely cannot get to our face to face training days, and the introduction of local small learning groups (see Living with Your Looked After Child or Young Person) which will provide much greater access to learning for carers than we have been able to achieve before.

We hope that this plan fits your needs. This will be an interesting year being the first year of the new Training, Support and Development Standards. We particularly welcome all your feedback, issues, ideas or contributions as we are continually evaluating and reviewing and will use this to help plan next year's programme. We need to know from you what's worked and what's not working!

Please complete the **Green form** in the folder and return in the envelop provided; there is also a Your Copy form for you to keep as reference. You will receive confirmation details approximately two week before the course start date.

With many thanks

Ali Judy

Ali Lamont & Judy Hipperson

Learning and Development Team, Norfolk Children's Services

Introduction

The new Training, Support and Development Standards for Foster Carers (2008) has allowed us to renew and develop many of our courses.

The Foster Carer Training programme is now separated into 3 Modules with a variety of units within those modules.

All new Foster Carers post approval have 12 months to complete Fostering Modules 1 and 2, to support their core learning for the Achievement of Standards. Certificates of successful completion of each unit within each module should go into the Carer's Achievement of Standards portfolio, with your evaluation and your reflection of learning in practice.

Evaluation of courses:

At the end of every course, you will be asked to complete an evaluation form, on which you can think about what you gained from the course, and what you want to think about trying out in practice looking after children.

Reflection of Learning in Practice:

These forms will be given to you by your Supervisor, Training Coach or Training Team. You use these forms to reflect on how your practice is developing using the knowledge you are gaining from your learning. Your Supervisor and/or Training Coach will be very happy to give you suggestions or examples of how these forms can be used.

The Personal Development Plan

The new Standards require every carer to keep a Personal Development Plan. This is a plan which you maintain throughout your fostering career, outlining the learning and development you have taken part in and what you want to do next. Again, keep the Certificates of any courses attended, plus your evaluations and reflections.

But learning is not just about going on Courses!

Remember, that we all learn in different ways – and your Achievement of Standards portfolio and Personal Development Plan is not just about courses you have been on – it can be about any type of learning you have undertaken – you might write a reflection on a really excellent book you found helpful, or an article on a website, or a discussion you had in supervision or attending a support group, or feedback you were given by a child you are looking after. All these are excellent examples that you can reflect on and put in your portfolio or plan, to demonstrate to your supervisor that throughout your career as a Norfolk County Council Foster Carer, you are continuing to learn and develop.

Modules for Foster Carers

FOSTERING 1

Unit	Core Knowledge (required for Achievement of Standards) / Advanced continuing Learning	To be completed by:	Relevant Training, Support and Development Standards
Working with Children and Young People in Care	Core Knowledge, required course	<u>All</u> Foster Carers in their first year post approval; any other Foster Carer not yet completed this course	1,2,4,5,7
Safeguarding	Core Knowledge, required course	<u>All</u> Foster Carers in their first year post approval; Any other Foster Carer not yet completed this course. Renewal recommended every 5 years	1,2,6,7
Diversity and Effects of Racism	Core Knowledge, required course	<u>All</u> Foster Carers in their first year post approval; any other Foster Carer not yet completed this course	1,3,4
AKAMAS e-Learning opportunities	Core Knowledge for anyone who is unable to undertake Fostering 1 units	Any first year Foster Carer, to replace or supplement Fostering 1 Units, by agreement with their supervisor and training team.	1,2,3,4,5,6,7

FOSTERING 2

Promoting Successful Learning for Children In Care	Core Knowledge, required course	<u>All</u> Foster Carers in their first year post approval; any other Foster Carer not yet completed this course	1,2,4,5,7
Healthy Care for Looked After Children	Core Knowledge, required course	<u>All</u> Foster Carers in their first year post approval; any other Foster Carer not yet completed this course	1,2,3,4,5,6,7
Managing Relationships	Core Knowledge, required course	<u>All</u> Foster Carers in their first year post approval; any other Foster Carer not yet completed this course	1,2,4,5,7
AKAMAS e-Learning opportunities	Core Knowledge for anyone who is unable to undertake Fostering 2 units	Any first year Foster Carer, to replace or supplement Fostering 2 Units, by agreement with their supervisor and training team.	1,2,3,4,5,6,7

FOSTERING 3

Unit	Core Knowledge (required for Achievement of Standards) / Advanced Continuing Learning	Completed by/ suitable for	Training, Support and Development Standards
Living with Your Looked After Child	Advanced Continuing Learning	All Carers continuing development	Maintenance of all Standards and Personal Development Plan
Bridging to Adoption	Advanced Continuing Learning	All Carers continuing development	Personal Development Plan
Sensitive Caregiving	Advanced Continuing Learning	All Carers continuing development	Personal Development Plan
Making the Most of the Supervision Relationship	Advanced continuing Learning	All Carers continuing development	Personal Development Plan
Caring for Children and Young People who have been Sexually Abused	Advanced Continuing Learning	All Carers continuing development	Personal Development Plan
Emergency Aid	Core requirement prior to Approval; then every Carer, every three years	All Carers continuing development	Personal Development Plan
Working with Children and Families of Offenders in Prison	Advanced Continuing Learning	All Carers continuing development	Personal Development Plan
Lets Talk about Sex and Relationships	Advanced Continuing Learning, Essential for anyone looking after ages 11+	All Carers continuing development	Personal Development Plan
Life Story Work	Advanced Continuing Learning	All Carers continuing development	Personal Development Plan
Looking Ahead, developing positive skills for adulthood	Advanced Continuing Learning, Essential for anyone looking after ages 11+	All Carers continuing development	Personal Development Plan

Understanding Loss and Bereavement	Advanced Continuing Learning	All Carers continuing development	Personal Development Plan
Making the Most of Reviews	Advanced Continuing Learning	All Carers continuing development	Personal Development Plan
Working with Traveller and Migrant Worker Families, Young People and Children	Advanced Continuing Learning	All Carers continuing development	Personal Development Plan
Promoting and Maintaining Positive Relationships with Birth Families	Advanced Continuing Learning	All Carers continuing development	Personal Development Plan
Substance Misuse	Advanced Continuing Learning	All Carers continuing development	Personal Development Plan
Understanding Autistic Spectrum Disorders	Advanced Continuing Learning	All Carers continuing development	Personal Development Plan
Attachment: helping Children with Unmet Needs Recover and Adapt	Advanced Continuing Learning	Recommended for all new Carers, and all existing Carers continuing development	Personal Development Plan
Introduction to Court	Advanced Continuing Learning	All Carers continuing development	Personal Development Plan

DATES and TIMES

Where possible, the teaching on the training courses will run from 10.00am until 3.00pm. This is to allow carers, adopters, and part-time staff to be able to attend with as little difficulty as possible.

Trainers are aware that in some circumstances, those who look after children may have to leave to collect children slightly earlier, and if this is the case, please let the Trainer or Coach know, and every effort will be made to accommodate this. However, there is usually a lot of information to get into a short space of time, and you will miss important aspects of the course if you have to leave early.

It is expected therefore that all participants will make every attempt to make proper arrangements for children so that they can stay until the end of the course.

A typical training day will look like this:

9.45am	Arrival
10.00am	Course begins – Session 1
11.15am	Coffee break
11.30am	Session 2
12.45pm	Lunch
1.15pm	Session 3
2.00pm	Session 4
3.00pm	Course Ends

In some exceptional cases the training day needs to go on until 4.00, because of the depth of the issues or information, and these are notified on the course information, so please check.

Travel Fees

The allowance towards paying for travel whilst carers are on training courses has increased to £0.36.5p per mile.

Childminding Fees

From 1st April 2007, the allowance towards paying for childminding whilst carers are on training courses will be increased to £2.75 per hour per child.

Lunches

This year we are going to try to use a number of new venues, some of which are not able to provide lunches. Also, some of our usual venues have cafes on the premises, and carers and staff have commented that they would prefer to make their own choice either to bring their lunch or to buy at the café. Therefore, this year, some courses will provide lunch as usual, and others will not. The joining instructions will clearly state if lunch is provided, or if there is a café available for you to buy your own lunch, or if you need to bring your own.

Additional Needs

Please make known any additional needs you may have, to Judy Hipperson when you apply for courses and every effort will be made to support your needs so that you can make the most of the learning opportunities presented.

Groundrules

All training courses need to have groundrules for the group to operate positively, to feel safe in and to help everyone make the most out of the learning opportunity on the day. It is essential that groundrules are respected and kept by everyone, otherwise the course will not be able to function.

However, as most of our courses are quite short, we have decided to publish the groundrules with the Training Programme this year, so that on the day of the training course, trainers don't have to spend very much time going through the detail with everyone as this takes up valuable time.

These groundrules published here have been written from the usual groundrules which trainers have developed with Foster Carers on the courses over the past year.

Please read and agree these groundrules before applying for a place on a course. Please indicate your agreement in the box provided on the green booking form.

Groundrules to make the most of working together on Family Placement Training programmes:

- 1 **Timekeeping:** your trainer will make every effort to be on time and prepared, and it is courteous for participants as far as possible, to be similarly prepared and ready.

If you know you can't make a course which you have booked on, please let Judy Hipperson know immediately, as your place could be offered to someone else. It is polite to let the trainer know, and we will do that on your behalf.
- 2 **Mobile Phones: can be left on!** We are aware that there is a life outside, and as a Foster Carer you may be needed in an emergency. However, please ask people not to contact you unless it is urgent, and if your phone goes off, please could you discretely leave the room to speak. Most trainers hate texting during their sessions, so please refrain from doing this.
- 3 **One person speaks at a time please:** It is polite, mannerly and respectful and we can all hear what is being said or asked.
- 4 **Your work, life and fostering experiences are valid and pertinent to the training.** It is up to individuals to participate and share as much as they wish, and give others time to share for themselves too.
- 5 **This is not a disclosure group:** people will have experienced or be aware of others who have experienced abuse. Whilst it may be helpful to share those experiences, we cannot provide the level of discussion or debriefing some people need. People make their own decision to share or not to share information.

- 6 **This is not the forum for personal grievances or complaints.** Whilst we accept that in large organisations there's always room for improvement, this is not the arena to share your individual issues. If there are issues which are relevant to the subject and relevant to the whole group, we will use some of the discussion time to listen, and the trainers will pass on the issue to the appropriate person on the first working day after the training. Other issues which are not directly related to the training or the whole group should be written on the 'issues' sheet and will be passed on to the appropriate managers after the training. The programme for the day is created to get through the topics we need to, with time allowance for discussion, but when the trainer indicates that it is time to move on, please do so, otherwise the whole plan goes astray.
- 7 **Confidentiality** of our service users: please use the first name of the child if that is easier for you, but don't list or describe any other defining names or identification of the child or family.
- 8 **This is your Learning!** there is no such thing as a simple or stupid question! Feel free to ask whatever you want to. We'll provide the best learning opportunity we possibly can for you, and we ask you to please come ready to learn and to take part positively.

The Common Core of Skills and Knowledge **And** **The Training, Support and Development Standards for Foster Carers**

Below each course broadsheet, you will see two tables which indicate which element of the Common Core, or the Training, Support and Development Standards for Foster Carers can be achieved by the learning delivered on the course.

The Common Core was published by the DfES in 2005, stemming directly from the Every Child Matters Green Paper which strongly supported the proposition that everyone working with children, young people, families and carers should have a common set of skills and knowledge.

The Common Core reflects a set of common values for all Children's Services workers that promote equality, respect diversity and challenge stereotypes, helping to improve the life chances of all children and young people and to provide more effective and integrated services. It also acknowledges the rights of children and young people and the role parents, carers and families play in helping children achieve the outcomes identified in Every Child Matters.

The required knowledge and skills to practice are in the following 6 areas of expertise:

- Effective communication and engagement
- Child and young person development
- Safeguarding and promoting the welfare of the child
- Supporting transitions
- Multi-agency working
- Sharing information

Both the CWDC Induction Standards and the Common Core aim to underpin and develop the workforce able to improve the 5 primary outcomes for children in Britain set out in Every Child Matters:

Be Healthy
Stay Safe
Enjoy and Achieve

Make a positive contribution
Achieve economic well-being

All our courses are now mapped against the Common Core. Where a course discusses elements of the Common Core, it will be indicated by a ✓ in the relevant box at the end of each course outline.

The Training, Support and Development Standards for Foster Carers, (TSDS), published by the Children's Workforce Development Council (CWDC), and came into effect on 1st April 2008. Every new Carer is required to achieve the Standards within their first year of approval, and every existing carer within 3 years of 1st April 2008.

The Standards to be achieved are as follows:

- 1 Understand the principle and values essential for Fostering children and young people
- 2 Understand your role as a Foster Carer
- 3 Understand health and safety and healthy caring
- 4 Know how to communicate effectively
- 5 Understand the development of children and young people
- 6 Safeguard children and young people (keep them safe from harm)
- 7 Develop yourself

As you can see, there is a lot of fundamental similarity between the Common Core and the TSDS.

In the same way as the Common Core, each element of learning applicable to the Standards is indicated on the course broadsheet.

Family Placement Supervisors will guide, oversee, monitor, and sign off each carer's progress towards the achievement of Standards, and there is lots of help available from the training team. The courses provided in the 2008 programme all contribute to the core knowledge required to achieve the Standards. Training Coaches are available to help carers relate this learning into the day to day reality of practice in looking after children in Care, and to continue developing your learning after you have met the Standards.

The role of the Training Coach is to support, develop and enhance your own learning in your role as Foster Carer. Training Coaches can provide individual one to one learning and learning support, as well as small group continued learning opportunities (see: Living with your Looked After Child). Training Coaches are all qualified, experienced carers who have developed skills in learning, teaching and coaching.

If you would like to discuss any part of the Training Support and Development Standards, or your continuing learning Personal Development Plan, or would like to meet with a training Coach, please contact your supervisor, or Judy and Ali at the Training Team.

For further information concerning the Common Core, please see:

www.everychildmatters.co.uk

and for the Training, Support and Development Standards, please see:

www.cwdcouncil.org.uk

Working with Children & Young People In Care

Course Details

Dates: 6th & 13th September 08
19th & 20th January 09

Venue: Easton College Norwich
Ecotech Centre Swaffham

Time: 10.00am – 3.00pm

Duration: 2 days

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Pauline Goff

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

Caring for Children and Young People is a two day basic course, which looks at the structure of Children's Services, the different roles of the team around the child, and considers theories and understandings of child development including Attachment Theory.

The purpose of policy, procedures and paperwork will be considered, as well as the underpinning legal perspectives for Looked After Children.

Theories of child development are explored; the importance of attachment, separation, loss and trauma are considered and the impact of these difficulties on the child's learning, development and behaviour. The importance and role of the Foster Carer, LAC social worker, and Reviews. Latest understanding of research is used to indicate what works in terms of developing well-being and resilience. Integral to the course are developing understanding of diversity and working with difference

Common Core Skills and Knowledge

- | | | |
|--|---|--------------------------|
| ✓ Effective Communication and Engagement | ✓ Safeguarding and Promoting Welfare of the Child | ✓ Supporting Transitions |
| ✓ Child and Young Person Development | ✓ Multi-Agency Working | ✓ Sharing Information |

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
✓	✓		✓	✓		

Outcomes and Objectives

The Outcome of this course is to Understand Child Development and Understand your role.

The Objectives of this course are to:

- have an understanding of child development, and how this applies to Looked After Children
- evidence the need to have clear and up to date child development knowledge and how it is applied through all the Looked After Children paperwork
- have a basic knowledge of the theory of attachment and recognise the importance of attachment in building self esteem and identity. Recognise the impact that separation and loss has on children and young people, some of whom may well be insecurely attached
- have an understanding and knowledge of the resilience factors that contribute to successful outcomes for children and young people
- have considered the impact of difference and diversity between people and between families
- have developed strategies to help children and young people who are separated from their families have considered the importance of team work and effective partnership

Target Staff

- All Children's Service workforce

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

Foster Carers in their first year following approval will be notified of the date for attending this course. For all other applications, please send completed application form to: Judy Hipperson, Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Safeguarding Children in Care

Course Details

Dates: 1st & 8th November 08
12th & 13th March 09

Venue: Easton College
Ecotech Centre

Time: 10.00am – 3.00pm

Duration: 2 days

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Pauline Goff

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

What is abuse, what is abusive behaviour, and own and other's responses to abuse. The course will look at children's needs and rights and the effects of abuse on the victim.

We will also look at the particular implications for those who live with Looked After Children, either as Adopters, Foster Carers or Residential Unit staff, taking a child into one's home, how to keep yourself safe, and how to use supervision.

Departmental procedures, the assessment framework and an understanding of legislation and research are considered, as well as helping participants to ensure that their own personal and home safe-caring policy, is updated and appropriate for each child, including what to do if a child goes missing.

The course will also consider the resilience requirements of adopters, carers, workers and children; and be mindful of the additional requirements and needs of all children, including those with a disability or different ethnic background.

This course is delivered by a highly experienced trainer, and a carer coach, who is on hand to support carers who may find the content of this course at times difficult, or painful.

Common Core Skills and Knowledge

- ✓ Effective Communication and Engagement
- ✓ Safeguarding and Promoting Welfare of the Child
- Supporting Transitions
- ✓ Child and Young Person Development
- ✓ Multi-Agency Working
- ✓ Sharing Information

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
✓	✓				✓	✓

Outcome and Objectives

The Outcome of this course is to:

Ensure Children In Care are Safe and Protected

The Objectives of this course are to:

- be aware of personal responses to abuse and how these can affect working with children and parents
- be able to identify children / young people's needs and rights
- have an understanding of the definitions/assessment framework/ categories of abuse and recognise the signs of abuse and its long term impact on children and young people
- know how to respond if a child / young person tells about their abuse
- have a basic understanding of the Children Act 1989; Working in Partnership and Working Together with reference to child protection
- be aware of Departmental Procedures
- have a strategy for safe caring
- keep themselves safe.
- be aware of the need to ensure our approach to child protection is inclusive of all children / young people, including disabled children and those from minority ethnic groups
- Understand the Safer-Caring and Management of Allegations Policies.

Target Staff

- All Children's Service workforce including Adopters and Foster Carers (Training Standards essential core course)

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

Foster Carers in their first year following approval will be notified of the date for attending this core course. For all other applications, please send completed application form to:
Judy Hipperson, Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN

Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Diversity and the Effects of Racism

Course Details

Dates: 9th December 08
17th March 09

Venue: Easton College
Ecotech Centre

Time: 10.00am – 1.00pm

Duration: Half day

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Michael Angus Clarke

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

This workshop involves a drama presentation and discussion with the actor, and has received excellent reviews where it has been presented elsewhere in Norfolk and Suffolk:

'An excellent session from beginning to end'

'Brilliant'

'Very well presented, thought provoking and interesting course. Glad I came today'

'Another way of successfully engaging a group in a topic such as racism'

'Very informative and delivery style was very effective. I feel the need to recommend this training to others'

Michael Clarke, a young Suffolk actor, draws on his own experiences and those of friends to present an extremely poignant piece of theatre. This is followed by interaction work with the audience, who are asked to consider aspects of the drama performance as well as wider issues relating to race and prejudice.

The workshop highlights ways in which members of staff and carers can encourage the reporting and challenging of racist incidents amongst young people, and as a response to racist behaviour we will look at: ignoring, or making light, rebuke and punishment, reasoning and explanation as well as reporting and keeping records. Scenarios will be discussed and responses to them, and how to prepare and respond as effectively as possible. The workshop finishes with the explanation of Allport's Scale of Prejudice which highlights the reasons why we should challenge discriminatory behaviour.

Common Core Skills and Knowledge

- | | | |
|--|---|--------------------------|
| ✓ Effective Communication and Engagement | ✓ Safeguarding and Promoting Welfare of the Child | ✓ Supporting Transitions |
| ✓ Child and Young Person Development | ✓ Multi-Agency Working | ✓ Sharing Information |

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
✓		✓	✓			✓

Outcome and Objectives

The Outcome of this course is to:
Raise Awareness of Racism, and develop Anti-Racist Practice

The Objectives of this course are:

- To highlight racism (overt and covert) in many of its forms
- To Highlight the possible negative results racism may have on the victim
- To encourage a pro-active response to deal with instances of racism or bullying
- To seek out from the group their own ideas to combat those instances
- To highlight, acknowledge and show appreciation to work which is undertaken in society to combat racism.

Target Staff

- All Children's Service workforce including Adopters and Foster Carers (Training Standards core course)

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

Foster Carers in their first year following approval will be notified of the date for attending this core course. For all other applications, please send completed application form to:
 Judy Hipperson, Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
 Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Promoting Successful Learning for Children In Care

Course Details

Dates: 5th & 6th November 08
11th & 12th February 09

Venue: Easton College
UEA Sportspark

Time: 10.00am – 3.00pm

Duration: 2 days

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Tricia Ciappara and Jacky Stevens

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

Looked After Children do significantly less well in school, and continue to under achieve in their education, compared to the rest of the population. Improving education outcomes of all young people In Care of the Local Authority is a priority for Norfolk Children's Services.

This two day course aims to identify the particular difficulties which children in Care face in school and with their education. It looks at why the team around the child is crucial to a child's success, and can be done to help children gain and sustain motivation and achieve. We will consider how differently children learn, skills to prepare children and skills for dealing with difficulties the child may face.

We will also look at Government targets for Looked After Children, Norfolk's strategy to improve educational attainment, as well as anti-bullying procedures, the importance of building resilience, working in partnership with schools, having the confidence to advocate for the child, and practical supports carers and children can access

Common Core Skills and Knowledge

- ✓ Effective Communication and Engagement
- ✓ Safeguarding and Promoting Welfare of the Child
- ✓ Supporting Transitions
- ✓ Child and Young Person Development
- ✓ Multi-Agency Working
- ✓ Sharing Information

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
✓	✓		✓	✓		✓

Outcome and Objectives

The Outcome of this course is to:

Raise Educational Achievements of Looked After Children

The Objectives of this course are to:

- Have an understanding of your role in encouraging educational opportunities, in relation to the child/ young person In Care, and to other people and agencies involved in their education.
- Have thought about how to challenge negative attitudes and stereotypical images, by valuing diversity and seeking professional help when needed.
- Have considered the practical ways in which children and young people can be supported in education, both in school and outside.
- Be aware of the educational disadvantage faced by children in public care and understand the need for positive systems of support to overcome them
- Have considered how to establish an environment and ethos which encourages children to value education
- Be aware of the possible obstacles to achievement and consider the importance of building resilience in children
- Become acquainted with the systems and procedures that support children with Special Educational Needs

Target Staff

- All Children's Service workforce including Adopters and Foster Carers (core Training Standards Course)

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

Foster Carers in their first year following approval will be notified of the date for attending this core course. For all other applications, please send completed application form to:
Judy Hipperson, Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN

Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Healthy Care for Looked After Children

Course Details

Dates: 6th & 13th December 08
23rd & 24th March 08

Venue: Easton College
Ecotech Centre

Time: 10.00am – 3.00pm

Duration: 2 days

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Pauline Goff

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

The aim of this course is to provide Carers and Support Workers with guidance and discussion on a range of health issues and practices in the home, and ensure that children and carers are aware of strategies for protection from communicable diseases.

National Standards and Fostering Service Regulations are our framework, as well as other Health and Safety legislation and guidelines, both National and those which relate to Norfolk.

We will also look at the statutory health requirements and risk checklists for Children In Care and how carers, Family Placement teams, LAC Teams, and Health Professionals and others need to work in partnership to achieve the quality of care required.

Common Core Skills and Knowledge

- | | | |
|--|---|------------------------|
| ✓ Effective Communication and Engagement | Safeguarding and Promoting Welfare of the Child | Supporting Transitions |
| ✓ Child and Young Person Development | ✓ Multi-Agency Working | ✓ Sharing Information |

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
✓	✓	✓	✓	✓		✓

Outcome and Objectives

**The Outcome of this course is:
For Children In Care to Be Healthy**

The Objectives of this course are to:

- To provide clear information about health and safety in the home, and statutory requirements including the need for healthcare checks.
- to ensure accurate and consistent safe practices are applied by all carers and their families, and to enable carers to assess, manage and minimise risks
- to provide updated information regarding HIV/AIDS, and their routes of transmission
- To provide information on other communicable diseases that carers may have to consider,
- To consider safe care, appropriate care to children and young people, nutrition and good hygiene practices.
- To understand the importance of children and young people's development in terms of physical and mental health, cultural and emotional well-being needs.

Target Staff

- All Children's Service workforce including Adopters and Foster Carers (Training Standards core course)

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

Foster Carers in their first year following approval will be notified of the date for attending this core course. For all other applications, please send completed application form to:
Judy Hipperson, Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN

Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Managing Relationships

Course Details

Dates: 8th & 9th October 08
21st & 28th February 09

Venue: Easton College
Ecotech Centre

Time: 10.00am – 3.00pm

Duration: 2 days

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Pauline Goff and Dibs Albon

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

This two day programme explores strategies for managing challenging and difficult relationships with in children and young people who are Looked After by the Local Authority.

The focus is to develop and increase positive skills, building on your own existing skills, and sharing with others aspects of managing behaviour which have worked for you. Participants will look at what might be seen as acceptable and unacceptable behaviour and how the child's birth family and culture can influence behaviour; discussing techniques which work and things which don't work! In this context we will be considering the use of Restorative Approaches and Solution Focused methods.

The course is set against a background of the legal and departmental framework, and looks at how the impact of loss, separation, frustration, special needs and other issues can impact behaviour at different ages.

Common Core Skills and Knowledge

- | | | |
|--|---|--------------------------|
| ✓ Effective Communication and Engagement | Safeguarding and Promoting Welfare of the Child | ✓ Supporting Transitions |
| ✓ Child and Young Person Development | ✓ Multi-Agency Working | ✓ Sharing Information |

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
✓	✓		✓	✓		✓

Outcome and Objectives

The Outcomes of this course are to:

Support Children and Young People in Care to Enjoy and Achieve and to make a Positive Contribution

The Objectives of this course are to:

- Gain an understanding of child development and its effect on behaviour.
- understand that young people need a secure base from which they can safely explore the world
- gain an understanding of what is unacceptable/challenging behaviour, and to have enhanced ability to recognise its origins, respond to it appropriately and to record it
- To consider Restorative Approaches and Solution Focused Orientations in making positive relationships with children and young people
- gain an understanding of personally and socially acceptable behaviour and the impact of alternative cultural experiences, race, gender and diversity
- understand the causes of behaviour and how to promote positive reinforcement and resilience
- build on skills in dealing with challenging behaviour – what works, what doesn't
- be signposted to their departmental policies and the legal framework around challenging behaviour
- build on communication skills with young people, professionals and parents

Target Staff

- All Children's Service workforce including Adopters and Foster Carers (Training Standards essential core course)

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

Foster Carers in their first year following approval will be notified of the date for attending this core course. For all other applications, please send completed application form to:
Judy Hipperson, Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN

Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
✓	✓	✓	✓	✓	✓	✓

Outcome and Objectives

The Outcomes of these groups are to:

Develop oneself, to increase stability for Children In Care and to reduce the number of placement breakdowns.

The Objectives of these groups are to:

- Provide a forum for embedding existing learning in our everyday practice,
- To develop good practice in living with/working with and caring for Children in Care.
- To assist in the achievement and maintenance of the CWDC Training, support and development Standards.
- To provide a more accessible practice learning opportunity for carers who may be unable to attend the more formal courses.

Target Staff

- Foster Carers, Residential workers and LAC social workers

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

Foster Carers in their first year following approval will be notified of the date for attending this core course. For all other applications, please send completed application form to:
Judy Hipperson, Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN

Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Bridging to Adoption

Course Details

Dates: 13th & 14th November 08
AND 20th & 21st November 08

Venue: UEA Sportspark

Time: 10.00am – 3.00pm

Duration: 4 days

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Rosie King, Karen Palmer, Anne Ritchie, Chris Coe

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

A comprehensive programme of learning to support children through the transition to adoption. The course will provide a good foundation understanding of the importance of attachment relationships, and some skills for working with troubled children who have had those attachments damaged.

Advanced use of attachment understanding and how to provide the safe secure environment required for a child to move through the transition to adoption more successfully. The course will also cover aspects of loss, sharing personal experiences and using these to highlight how everyone involved in the bridging process may be affected by, and assisted with this. We will also consider how we can build trust and resilience in a child or young person in the critical area of supporting transitions in the lives of children.

Important aspects of bridging including gathering information; building up a picture of the past including life story work and preparing children for the future, preparing children for difference and working with diversity in families will be covered. Consideration of the planning towards, and introduction to prospective adoptive families culminating in a child moving on, considering practical issues for carers and workers, and the task of saying goodbye.

The emphasis of the course will be that of sharing experiences, thoughts and ideas – there is no 'right' or 'wrong' way to approach the bridging task; the course will provide an opportunity to gain from the experiences of others and will combine both research findings and a look at these in practical situations.

Common Core Skills and Knowledge

- | | | |
|--|---|--------------------------|
| ✓ Effective Communication and Engagement | Safeguarding and Promoting Welfare of the Child | ✓ Supporting Transitions |
| ✓ Child and Young Person Development | Multi-Agency Working | ✓ Sharing Information |

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
✓	✓		✓	✓		✓

Outcome and Objectives**The Outcome of this course is to:****Enable positive transitions to adoption for Children In Care****The Objectives of this course are to:**

- Recognise the impact that separation and loss has on children and young people and their ability to form attachments to others
- have developed some skills and strategies to help children and young people with grieving and aid them to form attachments to others
- have developed some strategies to build resilience in children
- have gained an understanding of the Department's Procedures related to a child's progress to adoption.
- have considered the impact of diversity, dealing with and preparing for difference in families

Target Staff

- All Children's Service workforce including Adopters and Foster Carers

Want to Apply?**The Closing Date for this course is:** 1 month before the course start date

For all applications, please send completed application form to: Judy Hipperson,
 Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
 Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Sensitive Caregiving

Course Details

Dates: 13th & 14th November 08

Venue: UEA Sportspark

Time: 10.00am – 3.00pm

Duration: 2 days

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Karen Palmer, Anne Ritchie, Chris Coe

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

The course will provide a good foundation understanding of the importance of attachment relationships, and some skills for working with troubled children who have had those attachments damaged.

The course aims to provide a framework for thinking about the sort of caregiving that is likely to build trust and security in children and young people. Children's early experiences and the impact that they might have on behaviour and development are considered, and the different patterns of behaviour which children often develop in order to get their needs met as far as possible in difficult circumstances and why these patterns can become deep rooted and resistant to change.

The course then moves on to consider caregiving approaches that help children to feel more secure and to develop greater trust. A model of 5 dimensions of caregiving is outlined and there are exercises and discussions to demonstrate how these can be applied in a range of fostering situations and with different age groups. Research has shown that 'ordinary' reliable caregiving that is sensitively adjusted to the individual needs of the child can make a real difference to children's emotional development and so the emphasis of the course is on the therapeutic potential of 'day to day' caregiving in all our contact with children.

Common Core Skills and Knowledge

✓ Effective Communication and Engagement	Safeguarding and Promoting Welfare of the Child	✓ Supporting Transitions
✓ Child and Young Person Development	Multi-Agency Working	Sharing Information

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
✓	✓	✓	✓	✓		✓

Outcome and Objectives

The Outcome of this course is to:

Understand child development.

The Objectives of this course are to:

- Gain an understanding of the term 'sensitive caregiving'
- Have considered how sensitive caregiving can build resistance and increase trust and security in children and young people
- Have considered a model of sensitive caregiving which can be applied to Corporate Parenting
- Have applied the model to case examples and considered it in relation to their experience
- Have increased confidence in caring for troubled children from different backgrounds, with different experiences

Target Staff

- All Children's Service workforce including Adopters and Foster Carers

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

For all applications, please send completed application form to: Judy Hipperson,
Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Making the Most of the Supervision Relationship

For Foster Carers and Supervisors

Course Details

Dates: 12th January 09 **Venue:** UEA Sportspark

Time: 10.00am – 3.00pm

Duration: 1 day

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Jackie Robinson

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

Supervision of Foster Carers is a requirement of the Fostering Standards, and it is the key relationship which can support, encourage, and guide in order to help the Foster Carer to provide the most effective caring for the children and young people they look after.

In this workshop we will look at key messages from recent research into what makes an effective and positive supervision relationship and how that supports the Foster Carer.

We will look at expectations, tasks and responsibilities, and skills to make the most of your supervision relationship together.

Common Core Skills and Knowledge

- ✓ Effective Communication and Engagement
- Safeguarding and Promoting Welfare of the Child
- Supporting Transitions
- Child and Young Person Development
- ✓ Multi-Agency Working
- ✓ Sharing Information

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
	✓		✓			✓

Outcome and Objectives

The Outcome of this course is to:

Improve the care Foster Carers deliver to Children in Care

The Objectives of this course are to:

- To better understand the principles of effective supervision
- To examine the requirements of regulations and the National Minimum Standards in relation to supervision of Foster Carers.
- To look at the messages from research about what works in making and maintaining relationships with Foster Carers.
- To consider strategies for best practice in implementing “supervision” as the model for describing and managing the relationship between the family placement worker and fostering families.

Target Staff

- Foster Carers, supervising family placement staff and their managers

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

For all applications, please send completed application form to: Judy Hipperson,
Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Caring for Children and Young People who have been Sexually Abused

Course Details

Dates: 25th September 08
26th January 09

Venue: Easton College
UEA Sportspark

Time: 10.00am – 3.00pm

Duration: 1 day

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Joanna McCann

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

This one-day course will provide an opportunity for participants to build on their knowledge of working with children who have, or may have been, sexually abused. It will support participants to respond sensitively and effectively to children and young people towards them achieving positive outcomes.

Common Core Skills and Knowledge

- | | | |
|--|---|------------------------|
| ✓ Effective Communication and Engagement | ✓ Safeguarding and Promoting Welfare of the Child | Supporting Transitions |
| ✓ Child and Young Person Development | ✓ Multi-Agency Working | ✓ Sharing Information |

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
✓	✓		✓	✓		✓

Outcome and Objectives

The Outcome of this course is to:

Understand the impact of trauma on child development, support children and young people to achieve positively.

The Objectives of this course are to:

- Have considered the impact of sexual abuse on children and young people and how this may affect their development, behaviour and sense of self
- Have updated their knowledge about an effective response to meeting the needs of children who have been sexually abused
- Have identified and discussed a range of strategies which they and others can use, to help a child or young person who has been sexually abused
- Have considered the impact on workers, carers and their families, of caring for a child or young person who has been sexually abused.

Target Staff

- All Children's Service workforce including Adopters and Foster Carers

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

Foster Carers in their first year following approval will be notified of the date for attending this core course. For all other applications, please send completed application form to:
Judy Hipperson, Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN

Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Emergency Aid

Course Details

Dates: 14 th October 23 rd October (Sat) 6 th December 16 th December (Sat) 7 th February 09 10 th February 09 (Sat) 7 th March 09 (Sat) 16 th March 09	Venue: P & K Training Kings Lynn Norvic Training Norwich Norvic Training Norwich St John's Gt Yarmouth P & K Training Kings Lynn Norvic Training Norwich St John's Gt Yarmouth Norvic Training Norwich
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Time: 10.00am – 2.30pm (Weekdays) 9.00am – 1.00pm (Saturdays)

Duration: 4 hours

Number of Places: 15

Cost: Free to Children's Services workforce

Training Provider: St John's Ambulance, Norvic Training, or P&K Training

Training Officer: Judy Hipperson

Training Administrator: Judy Hipperson

Course information

It is essential that all carers hold a valid certificate of Emergency Aid and maintain their competence, with regular re-certification courses.

Emergency aid courses are held regularly throughout the county. Our main provider is St John's Ambulance and Norvic in Norwich, with P&K Training Services providing courses for us in the West of the County.

Spaces on these courses are limited and we have to pay for you whether or not you attend!

So once you have a booking, please will you make every effort to attend, as it is extremely unlikely we will be able to fill it with another carer at the last minute, and another space for you on another course may not be available for some time.

Any carer who needs to get their Emergency Aid Certificate, but is for some reason unable to access any of the courses provided this year by the training team, must discuss it with their supervisor. If you prefer to arrange your own Emergency Aid Certification course, the training team will contribute to the cost of your course at the amount it costs us if we were going to provide you with a place on one of our courses, currently £17.50. Any outstanding amount which may have to be paid for a private course, would need to be found by the carer.

Common Core Skills and Knowledge

Effective Communication and Engagement	✓ Safeguarding and Promoting Welfare of the Child	Supporting Transitions
Child and Young Person Development	Multi-Agency Working	Sharing Information

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
	✓	✓				✓

Outcome and Objectives

The Outcome of this course is to:

Provide a safe environment for Children in Care

The Objectives of this course are to:

- Gain and maintain emergency aid knowledge and practice to ensure children or young people in your care are safe.

Target Staff

- Foster Carers

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

All new Foster Carers should have gained their emergency aid certificate prior to approval. For all other applications, please send completed application form to: Judy Hipperson, Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Working with Children and Families of Offenders in Prison

Course Details

Dates: 7th October
17th January 09

Venue: UEA Sportspark Norwich
Easton College

Time: 10.00am – 1.00pm

Duration: Half day

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Ormiston Children's and Families' Trust

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

For most families imprisonment remains a very traumatic and isolating experience. In research, 90% of carers had noted adverse effects on children's behaviour, including anxiety, mood-swings, and aggression. Imprisonment of a parent is also likely to cause a loss of confidence and a poor self-image in their children.

Some children witness police raids on their home, many struggle with conflicting emotions, had experienced, or feared, bullying. Many children find visiting the imprisoned parent distressing, intimidating and the lack of privacy in visits is an important issue especially for young people, and visits often involve financial constraints and long distances. It can be distressing for the person accompanying the child too.

(Ormiston Children and Families Trust (1995): *Prisoners' Families: The everyday reality.*)

Communicating with children about imprisonment can be difficult for carers, schools, social workers and others who work with them, and some children are told very little about prison. Many children are confused, and some imagine very distressing scenarios about what has happened to their parent. Without support children can develop emotional and behavioural difficulties, especially after stressful events such as arrest, remand, sentencing or a parent being released from prison.

This course is for carers, social workers, family support workers, child and adolescent mental health practitioners, teachers, support workers, adopters, contact workers;

Common Core Skills and Knowledge

- | | | |
|--|---|--------------------------|
| ✓ Effective Communication and Engagement | Safeguarding and Promoting Welfare of the Child | ✓ Supporting Transitions |
| ✓ Child and Young Person Development | ✓ Multi-Agency Working | Sharing Information |

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
			✓	✓		✓

Outcome and Objectives

The Outcome of this course is to:

Improve stability for Children In Care

The Objectives of this course are to:

- Consider the impact on children who have a parent in prison
- Gain knowledge to help build their confidence when discussing issues concerning imprisonment
- Consider the role of the individual and or agencies in supporting the child in all areas which are affected by a parents imprisonment
- Acquire information about a range of agencies which can offer support and information related to the above
- Give the key information necessary for visiting a prisoner

Target Staff

- All Children's Service workforce including Adopters and Foster Carers

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

For all applications, please send completed application form to: Judy Hipperson,
Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Let's Talk About Sex and Relationships

Course Details

Dates: 20th & 21st October 08
3rd & 4th February 09

Venue: Easton College
UEA Sportspark

Time: 10.00am – 3.00pm

Duration: 2 days

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Ariane Hoppler

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

The course looks at talking about those often difficult subjects with children and young people: sexual health, sex and relationships, and aims to develop skills to support young men and women in making decisions and taking responsibility in this area of their lives.

There is also a health aspect to the course, as issues such as contraception, sexually transmitted infections, safer sex and liaison with health services and clinics are key issues. In addition, related issues such as sex abuse and confidentiality are also considered.

This course has been developed by the Family Planning Association and National Children's Bureau, and aims to provide carers and staff with knowledge, skills and awareness around sex, relationships and sexual health issues in order to address the needs of Looked After children and young people.

Common Core Skills and Knowledge

- | | | |
|--|---|--------------------------|
| ✓ Effective Communication and Engagement | Safeguarding and Promoting Welfare of the Child | ✓ Supporting Transitions |
| ✓ Child and Young Person Development | ✓ Multi-Agency Working | ✓ Sharing Information |

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
	✓	✓	✓	✓		✓

Outcome and Objectives

The Outcome of this course is to:

Understand Young People's Development, Support Transitions to adulthood and helping children and young people make a positive contribution.

The Objectives of this course are to:

- Explored the key issues in working on sex, relationships and sexual health issues with children and young people
- Considered their own values and attitudes to sex, relationships, sexuality and sexual health
- Developed their understanding of the sexual health needs of looked after children and young people
- Developed skills to communicate with young people about their sexual health needs.

Target Staff

- All Children's Service workforce including Adopters and Foster Carers

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

For all applications, please send completed application form to: Judy Hipperson,
Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Life Story Work

Course Details

Dates: 26th September
23rd January 09

Venue: Kings Church Gt Yarmouth
Easton College

Time: 10.00am – 3.00pm

Duration: 1 day

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Amanda Jacques and Helen Crowe

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

This course will look at current research on Life Story Work, and offer a number of new and creative suggestions, set within the framework research and good practice into identity formation and the emotional well-being of the eventual adult. Life Story work is firmly embedded in strengths-based practice.

When children come into Care, move placements, move on to adoption, or return home, they can lose their day to day life as they know it: people who knew them, people they knew; things that are safe, knowing where things are; routines, as well as friends, pets, expectations. All these things contribute to person's knowledge of themselves, their identity. Carers, social workers and everyone working in the team around the child are essential because they can record in a way which can help to give continuity for children, and thereby have a major impact in the secure development of the child.

Stories enjoyed, the first tooth gained or lost, how they like to sleep, routines, first words, funny things which happened, things which made them laugh, first hair cut, who is their best friend, trips to the cinema, favourite things at school, foods they like, foods they don't!..... all these things tell us about ourselves, our history, who we are and how we came to be who we are today. Looked after children have the same need for this history - but we have to help develop it for them and keep it safe for them - for use in helping children to make sense of this time in their lives.

Common Core Skills and Knowledge

- | | | |
|--|---|--------------------------|
| ✓ Effective Communication and Engagement | Safeguarding and Promoting Welfare of the Child | ✓ Supporting Transitions |
| ✓ Child and Young Person Development | Multi-Agency Working | ✓ Sharing Information |

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
✓			✓	✓		✓

Outcome and Objectives**The Outcome of this course is to:****Support Transitions, and support the emotional wellbeing of children in Care****The Objectives of this course are to:**

- To introduce life story work, and to develop skills in direct work with children to achieve this aim.
- To underpin practice with strengths based interventions.
- To explore how to use the Norfolk children's guides to the Fostering Service.
- To develop a child/young person focus and their engagement in recording, valuing diversity and difference.

Target Staff

- All Children's Service workforce including Adopters and Foster Carers

Want to Apply?**The Closing Date for this course is:** 1 month before the course start date

For all applications, please send completed application form to: Judy Hipperson,
 Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
 Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Looking Ahead: Developing Positive Skills for Adulthood

Course Details

Dates: 30th September 08
22nd January 09

Venue: Easton College
UEA Sportspark

Time: 10.00am – 3.00pm

Duration: 1 day

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Karen Searle and
Danielle, Peer researcher from the Leaving Care Team

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

The importance of preparing young people for adult life both emotionally and practically with life skills starts early and the importance for them is critical to their future. This course will look at the findings of the research, as well as asking what does independence mean? Considering what skills are young people going to need for adult life - what difficulties are they going to face and how can we best prepare them?

Common Core Skills and Knowledge

- ✓ Effective Communication and Engagement
- Safeguarding and Promoting Welfare of the Child
- ✓ Supporting Transitions
- ✓ Child and Young Person Development
- ✓ Multi-Agency Working
- Sharing Information

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
✓	✓		✓	✓		✓

Outcome and Objectives

The Outcome of this course is to:

Support the Transition to adulthood for children in care

The Objectives of this course are to:

- Considered their own attitude to preparing young people for independence
- Considered what independence means
- Explored the skills young people need to make a successful transition to adult life
- Considered the difficulties young people may face as they move into independence
- An understanding of their role in providing the opportunities young people need as they move into independence

Target Staff

- All Children's Service corporate parenting workforce including Adopters and Foster Carers

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

For all applications, please send completed application form to: Judy Hipperson,
Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Outcome and Objectives

The Outcome of this course is to:

Support Transitions and support the emotional wellbeing of children in Care.

The Objectives of this course are to:

- 1 To develop understanding about the effects of bereavement, the cycle of bereavement, feelings, and how the child's developmental stage affects their understanding and responses to loss and bereavement.
- 2 To identify fears, myths, fantasies and responses to bereavement.
- 3 'Where is heaven?' To think about how powerful are the words we use, how culture and faith impact people's experiences of death, and working with another family's rituals about death.
- 4 To explore some skills to use with telling a child about a death, funerals, inquests and identification working with respect, rituals and closure
- 5 To empower participants to use their own creativity, experience and skills to more confidently be the person to whom a child can turn when they need to talk about and react to death and bereavement.
- 6 Who cares for the carers? To identify sources of support and networks to support carers and professionals who work with children who have been bereaved

Target Staff

- All Children's Service workforce including Adopters and Foster Carers

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

For all applications, please send completed application form to: Judy Hipperson,
Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Making the Most of Reviews

Course Details

Dates: 13th October 08

Venue: Ecotech Centre Swaffham

Time: 10.00am – 3.00pm

Duration: 1 day

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Independent Reviewing Officer Team and Training Coach

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

This course is aimed at everyone in the team around the child who contribute to, or take part in reviews for Children in Care, and relates to the knowledge and skills needed to prepare and present information to contribute in the most positive way to the child's review and planning.

Reviews can often feel like a daunting experience for staff, carer and child, and this day aims to take the anxiety out of the situation, to develop and practise skills to help you engage in the process more comfortably, and to help the child make the most of it as well.

This will be set in the context of up to date legislation and guidance concerning the meaning and purpose of the review, as well as a discussion of who else is involved and what their roles are.

Common Core Skills and Knowledge

- | | | |
|--|---|--------------------------|
| ✓ Effective Communication and Engagement | Safeguarding and Promoting Welfare of the Child | ✓ Supporting Transitions |
| Child and Young Person Development | ✓ Multi-Agency Working | ✓ Sharing Information |

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
	✓		✓			✓

Outcome and Objectives

The Outcome of this course is to:

Work together to improve all outcomes for children in Care

The Objectives of this course are to:

- To enable carers, staff and children to take a full part in the review
- to enable carers and staff to understand the review process, the legal and structural framework in which the reviews take place and to contribute fully to that process.
- To explore ways in which you can work with the child to enable them to understand the processes, to engage and encourage their support and involvement.
- To consider some of the issues of power and diversity in relation to reviews and how to empower themselves and the child to make the most of the opportunity.

Target Staff

- All Children's Service workforce including Foster Carers

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

For all applications, please send completed application form to: Judy Hipperson,
Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Working with Traveller and Migrant Worker Families, Young People and Children

Course Details

Dates: 5th November
13th November

Venue: UEA Sportspark Norwich
Easton College

Time: 10.00am – 3.00pm

Duration: 1 day

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Traveller's Education Service

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

The Traveller's Education Service has many years experience of working with Gypsy and Traveller children and families, and also has an interest in working with the issues presented by providing services for the growing numbers of migrant families in the Eastern Region.

The Traveller's Education Service has an important role in helping the Children's Services workforce to understand the needs of Traveller and Migrant families.

Common Core Skills and Knowledge

Effective Communication and Engagement
 Safeguarding and Promoting Welfare of the Child
 Supporting Transitions
 Child and Young Person Development
 Multi-Agency Working
 Sharing Information

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>

Outcome and Objectives

The Outcome of this course is to:

Improve understanding of diversity and inclusive working practice.

The Objectives of this course are to:

- Considered the National and Local context of Traveller and Migrant Worker demography.
- Increased your knowledge and understanding of Traveller and Migrant definitions, lifestyles, cultures, and histories.
- Been given the opportunity to reflect on the impact of social exclusion, and to consider the Traveller and Migrant perspective on accessing and receiving services.
- Developed practical and inclusive strategies for working with Traveller and Migrant families.

Target Staff

- All Children's Service workforce including Adopters and Foster Carers

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

For all applications, please send completed application form to: Judy Hipperson,
Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Promoting and Maintaining Positive Relationships with Birth Families

Course Details

Dates: 19th November 08 **Venue:** UEA Sportspark

Time: 10.00am – 3.00pm

Duration: 1 day

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Joanna McCann

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

Most children and young people in Care want to have positive contact and relationships with their birth families and need support from their carers, social workers and others, to achieve this. However, contact can often be an issue fraught with difficulty, stress and emotion for all.

This one-day workshop will provide an opportunity for participants to discuss the issues and devise strategies to promote safe, positive relationships for children with their families and significant others.

Common Core Skills and Knowledge

- | | | |
|--|---|--------------------------|
| ✓ Effective Communication and Engagement | ✓ Safeguarding and Promoting Welfare of the Child | ✓ Supporting Transitions |
| ✓ Child and Young Person Development | ✓ Multi-Agency Working | ✓ Sharing Information |

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
✓	✓		✓	✓	✓	✓

Outcome and Objectives

The Outcome of this course is to:

Supporting Transitions, supporting achievement and making a positive contribution.

The Objectives of this course are to:

- Identify the benefits and issues of promoting positive relationships between children in Care and their families
- Revise knowledge of the legal frameworks and relevant research about contact and reuniting families
- Explore and share good practice about how to contribute positively to children developing relationships with family members and significant others

Target Staff

- All Children's Service workforce including Foster Carers

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

For all applications, please send completed application form to: Judy Hipperson,
Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Substance Misuse

Course Details

Dates: Various, see DAAT website **Venue:** Various, see DAAT Website

Time: Various

Duration: 1 and 2 days, and E-Learning package

Number of Places: Various

Cost: Free to Children's Services workforce

Training Provider: Norfolk DAAT

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

Foster Carers can now join the main DAAT (Drug and Alcohol Team) foundation courses, and then progress onto the more advanced courses run by the DAAT and University of East Anglia in partnership.

For information about dates and how to apply for the DAAT courses, look at www.nordat.org.uk or ring 01603 677577.

The foundation courses are delivered either by e-learning or by face to face courses, and will give a basic understanding and awareness of drug and alcohol issues and the misuse of drugs (prescribed and non-prescribed), solvents and alcohol. The courses look at the spectrum of use, signs and symptoms to be aware of and will look at developing skills for carers and workers to begin to 'broach the subject' with the children and young people they look after.

The workshops will also consider the impact on children of parents who misuse substances, and there can be opportunity to discuss issues which have arisen for carers who help children manage contact with parents who have this issue.

There will be input on what services, resources and supports are available to carers and children or young people who are becoming involved with misusing substances, including T2, (an organisation working with schools and school exclusion).

For further information on face to face courses, or to enrol on the e-learning course, please visit www.nordat.org.uk and application is through the website.

Common Core Skills and Knowledge

- | | | |
|--|---|------------------------|
| ✓ Effective Communication and Engagement | ✓ Safeguarding and Promoting Welfare of the Child | Supporting Transitions |
| ✓ Child and Young Person Development | ✓ Multi-Agency Working | ✓ Sharing Information |

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
		✓	✓	✓	✓	✓

Outcome and Objectives

The Outcome of this course is to:
Reduce incidence of Substance Misuse amongst Children in Care

The Objectives of this course are to:

- Understand the range of substances commonly misused
- Consider the impact of substance misuse on young people and their families, carers and the people who work with them
- Develop strategies for working with young people who are beginning to misuse
- Familiarise ourselves with other agencies and organisations which specialise in working with substance misusers

Target Staff

- All Children's Service workforce including Adopters and Foster Carers

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

For all applications, please see www.nordat.org.uk and apply direct to the Norfolk DAAT using their application form.

Foster Carers should notify completion of the course to: their supervisor, AND Judy Hipperson, Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN

Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Understanding Autistic Spectrum Disorders

Course Details

Dates: 2nd October 08

Venue: UEA Sportspark

Time: 10.00am – 3.00pm

Duration: 1 day

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: David Moat

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

This is a one-day seminar enabling delegates to broaden their understanding of how autism affects individuals. It provides a good grounding for practitioners and carers who wish to work more effectively with children and young people who display the social and behavioural traits associated with the autistic spectrum.

We will cover the core deficits that are common to all on the spectrum, and will briefly examine some of the related conditions that keep appearing on the periphery (dyslexia, dyspraxia, ADD, ADHD, PDD, etc). This will lead into discussion about the particular thinking styles employed by people with the disorders.

The presentational style is very relaxed, enabling delegates to discuss issues, and to share their own experiences.

Children and young people with autism are individuals – there cannot be a “one size fits all” approach. So there is room for all kinds of perspectives and opinions about what works. The seminar will keep this paramount – the key to success is often finding out what is best for the individual child, and this involves effective two-way communication (even with non-verbal children). There will be hints and tips on achieving this, too.

Common Core Skills and Knowledge

- | | | |
|--|---|--------------------------|
| ✓ Effective Communication and Engagement | Safeguarding and Promoting Welfare of the Child | ✓ Supporting Transitions |
| ✓ Child and Young Person Development | ✓ Multi-Agency Working | Sharing Information |

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
		✓	✓	✓		✓

Outcome and Objectives

The Outcome of this course is to:

Increase awareness of strategies to work with Children and Young People with particular needs.

The Objectives of this course are to:

- Develop better relationships with children and young people
- Develop effective communication with children and young people
- Discuss how to promote the development of social skills
- Develop strategies to manage change and transition
- Recognise and respond to emotional needs

Target Staff

- All Children's Service workforce including Adopters and Foster Carers

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

For all applications, please send completed application form to: Judy Hipperson,
Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Attachment: Helping Children with Unmet Needs to Recover & Adapt

Course Details

Dates: 15th September 2008

Venue: Easton College

Time: 10.00am – 4.30pm

Duration: 1 days

Number of Places: 100

Cost: Free to Children's Services workforce

Training Provider: Kate Cairns, AKAMAS

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

We are very pleased to welcome back to Norfolk the well-known Author and National Speaker, Kate Cairns, who will renew and update our understanding of Attachment Theory, Trauma and unmet needs.

Kate will review:

- The seven elements of the infant attachment process
- Unmet needs and developmental impairments, latest research on brain development
- Attachment, separation and trauma
- Recovery: recreating the attachment process in an age-appropriate way
- Adaptation: helping children to live effectively with the brain they have

Kate then turns to practice which helps to

- Create an environment in which the child feels safe
- Recreate the seven elements of the attachment process
- Teach children about attachment and trauma
- Help children to self-regulate
- Help children to make sense of the world

The final session of the day looks at implications for practice development.

Common Core Skills and Knowledge

- | | | |
|--|---|--------------------------|
| ✓ Effective Communication and Engagement | ✓ Safeguarding and Promoting Welfare of the Child | ✓ Supporting Transitions |
| ✓ Child and Young Person | ✓ Multi-Agency Working | ✓ Sharing Information |

Development

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
✓	✓		✓	✓	✓	✓

Outcome and Objectives

The Outcome of this course is to:

Understand children and young people's development

The Objectives of this course are to:

- Renew and update our practice knowledge of Attachment Theory, and to recognise the impact of trauma and unmet needs on child development
- To understand what children need in order to recover and adapt
- To think about ways to help children to recover from impairments

Target Staff

- All Children's Service workforce including Adopters and Foster Carers

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

For all applications, please send completed application form to: Judy Hipperson,
Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Introduction to Court

Course Details

Dates: 23rd November
23rd March 09

Venue: Easton College
UEA Sportspark Norwich

Time: 10.00am – 3.00pm

Duration: 1 day

Number of Places: 20

Cost: Free to Children's Services workforce

Training Provider: Chris Gray

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

This is an introduction to Court workshop. For anyone who works with or cares for a child or young person who is undergoing Court Proceedings, whether it be family court or criminal court.

In the workshop we will look at what Courts do, how they operate, who are the main people which the child will encounter during Court proceedings, what is a statement and why might you be asked to make one? We will also look at the role of the responsible adult in criminal cases, and importantly, will be considering the impact of the court proceedings on the child and their family. We will consider how to talk to children about Court, to lessen anxieties and to help children deal with the emotional strain of the process.

Common Core Skills and Knowledge

- | | | |
|--|---|--------------------------|
| ✓ Effective Communication and Engagement | ✓ Safeguarding and Promoting Welfare of the Child | ✓ Supporting Transitions |
| Child and Young Person Development | ✓ Multi-Agency Working | ✓ Sharing Information |

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
			✓	✓	✓	✓

Outcome and Objectives

The Outcome of this course is to:

Improve the knowledge, confidence and practice skills of staff and carers involved in Court proceedings in order to achieve better outcomes for Norfolk children and young people.

The Objectives of this course are to:

- Familiarise staff and carers with the various processes of Court and Court proceedings with which you may become involved
- Familiarise staff and carers with aspects of Law which impact your practice and affect children with whom you work
- To develop understanding of the different roles in Courtroom settings, to develop skills and confidence about writing statements, what is evidence, cross-examination, and to identify messages for effective Courtroom practice.
- To consider the role of 'responsible adult' in children's criminal proceedings.

Target Staff

- All Children's Service workforce including Foster Carers

Want to Apply?

The Closing Date for this course is: 1 month before the course start date

For all applications, please send completed application form to: Judy Hipperson,
Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/Manager. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

Achievement of CWDC Training, Support and Development Standards, e-learning foundation courses

Course Details

Dates: At a time which suits you **Venue:** At your nearest computer!

Time: At a time which suits you

Duration: 10 hours per course

Number of Places: 100 places in total across a range of courses.

Cost: Free to Children's Services workforce

Training Provider: AKAMAS

Training Officer: Ali Lamont

Training Administrator: Judy Hipperson

Course information

E-Learning is a form of learning which you undertake yourself, on-line. You need to be able to access a computer, either at home, or by booking space on a computer in your local library, or at the Fostering Service Learning Centre at Lakeside Fostering offices, Norwich.

For all Foster Carers, the preferred learning route would be to attend the face to face core courses, but for some carers this may be impossible. We only have a limited number of places available on these e-learning courses, so if it is impossible for you to attend a face to face course, you need to discuss it with your supervisor, who, if they agree, could then support your application to undertake e-learning as an alternative to the face to face course.

The e-learning foundation courses we will be making available are:

- Child Development
- Child Protection (Safeguarding)
- Communicating with Children
- Children's Rights
- Communicating with Colleagues
- Equality and Diversity
- Dealing with Aggression
- Preparation for Adult Life
- Records and Record Keeping
- Safe care and risk assessment
- The role of the Foster Carer
- Trauma 1: Attachment and Loss
- Trauma 2: Resilience and Recovery
- Understanding Adolescents
- Therapeutic Childcare

Common Core Skills and Knowledge

- ✓ Effective Communication and Engagement
- ✓ Safeguarding and Promoting Welfare of the Child
- ✓ Supporting Transitions
- ✓ Child and Young Person Development
- ✓ Multi-Agency Working
- ✓ Sharing Information

Relevant CWDC Training, Support and Development Standards (tick all that apply)

1: Principles & Values	2: Role as Foster Carer	3: Health, safety & healthy care	4: Communicate effectively	5: Understand child development	6: Safeguard	7: Develop yourself
✓	✓	✓	✓	✓	✓	✓

Outcome and Objectives

The Outcome of this course is to:

For outcomes and objectives, please see www.akamas.co.uk for details on each course.

Target Staff

- Foster Carers

Want to Apply?

The Closing Date for these courses are: 1st August 2009.

For all applications, please send completed application form to: Judy Hipperson, Learning & Staff Development Team, Carrow House, 301 King Street, Norwich, NR1 2TN
Or by e-mail to: judy.hipperson@norfolk.gov.uk. Tel: 01603 223556

Please ensure you have discussed your application with your supervisor/manager. Reasons for not being able to attend the core face to face courses must be stated on your application. Once your booking is accepted, cancellation can only be agreed by your supervisor/Manager

**Family Placement Learning & Development Training Plan for
September 2008 – March 2009**

<u>Course</u>	Dates	Venue	<u>I/we would like to attend</u>
Bridging to Adoption	20 th & 21 st November	UEA Sportspark Norwich	<input type="checkbox"/>
Sensitive Caregiving	13 th & 14 th November	UEA Sportspark Norwich	<input type="checkbox"/>
Caring for Children who Have been Sexually Abused	25 th September 26 th January 09	Easton College Norwich UEA Sportspark Norwich	<input type="checkbox"/> <input type="checkbox"/>
Diversity & the Effects of Racism	9 th December 17 th March 09	Easton College Ecotech Centre Swaffham	<input type="checkbox"/> <input type="checkbox"/>
Emergency Aid	14 th October 7 th February 09 (Sat) 23 rd October 6 th December (Sat) 10 th February 09 16 th March 09 (Sat) 16 th December 7 th March 09 (Sat)	P & K Training Kings Lynn P & K Training Kings Lynn Norvic Training Norwich Norvic Training Norwich Norvic Training Norwich Norvic Training Norwich St John Ambulance Gt Yarmouth St John Ambulance Gt Yarmouth	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Healthy Care for Looked After Children	6 th & 13 th December 23 rd & 24 th March 09	Easton College Ecotech Centre Swaffham	<input type="checkbox"/> <input type="checkbox"/>
Working with Children & Families of Offenders in Prison	7 th October 17 th January 09	UEA Sportspark Easton College	<input type="checkbox"/> <input type="checkbox"/>
Introduction to Court	23 rd November 23 rd March 09	Easton College UEA Sportspark	<input type="checkbox"/> <input type="checkbox"/>
Loss & Bereavement	26 th November & 3 rd December	To be confirmed	<input type="checkbox"/>
Lets Talk about Sex & Relationships	20 th & 21 st October 3 rd & 4 th February 09	Easton College UEA Sportspark	<input type="checkbox"/> <input type="checkbox"/>
Life Story Work	26 th September 23 rd January 09	King Centre Gt Yarmouth Easton College	<input type="checkbox"/> <input type="checkbox"/>
Looking Ahead	30 th September 22 nd January 09	Easton College UEA Sportspark Norwich	<input type="checkbox"/> <input type="checkbox"/>
Making the Most of Reviews	13 th October	Ecotech Centre Swaffham	<input type="checkbox"/>

Making the Most of the Supervision Relationship	12 th January 09	UEA Sportspark Norwich	<input type="checkbox"/>
Managing Relationships	8 th & 9 th October 21 st & 28 th February	Easton College Ecotech Centre Swaffham	<input type="checkbox"/> <input type="checkbox"/>
Helping Children with Unmet needs to Recover & Adapt	15 th September	Easton College	<input type="checkbox"/>
Promoting Successful Learning for Children in Care	5 th & 6 th November 11 th & 12 th February 09	Easton College UEA Sportspark Norwich	<input type="checkbox"/> <input type="checkbox"/>
Safeguarding Children in Care	1 st & 8 th November 12 th & 13 th March 09	Easton College Ecotech Centre Swaffham	<input type="checkbox"/> <input type="checkbox"/>
Understanding Autistic Spectrum Disorders	2 nd October	UEA Sportspark Norwich	<input type="checkbox"/>
Working with Children & Young People in Care	6 th & 13 th September 19 th & 20 th January 09	Easton College Ecotech Centre Swaffham	<input type="checkbox"/> <input type="checkbox"/>
Promoting & Maintaining Positive Relationships with Birth Families	19 th November	UEA Sportspark	<input type="checkbox"/>
Working with Travellers & Migrant Worker Families, Y/P & Children	5 th November 13 th November	UEA Sportspark Norwich Easton College	<input type="checkbox"/> <input type="checkbox"/>

NAME/S			
SIGNED			
ADDRESS			
POST CODE		TEL NO	
E-MAIL		I AGREE TO ABIDE BY THE TRAINING GROUND RULES	
		<input type="checkbox"/>	

- ® Please tick which course and date you require, and return to Judy Hipperson
- ® You will receive a confirmation letter nearer the date, with final details and directions

Ψ All training courses are subject to change

Please complete and return to:-

Judy Hipperson Administrator Learning & Development Team

Children's Services Carrow House 301 King Street Norwich NR1 2TN
Family Placement Learning & Development Training Plan for
September 2008 – March 2009

<u>Course</u>	<u>Dates</u>	<u>Venue</u>	<u>I/we would like to attend</u>
Bridging to Adoption	20 th & 21 st November	UEA Sportspark Norwich	<input type="checkbox"/>
Sensitive Caregiving	13 th & 14 th November	UEA Sportspark Norwich	<input type="checkbox"/>
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Emergency Aid	14 th October 7 th February 09 (Sat) 23 rd October 6 th December (Sat) 10 th February 09 16 th March 09 (Sat) 16 th December 7 th March 09 (Sat)	P & K Training Kings Lynn P & K Training Kings Lynn Norvic Training Norwich Norvic Training Norwich Norvic Training Norwich Norvic Training Norwich St John Ambulance Gt Yarmouth St John Ambulance Gt Yarmouth	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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	12 th & 13 th March 09	Ecotech Centre Swaffham	<input type="checkbox"/>
Understanding Autistic Spectrum Disorders	2 nd October	UEA Sportspark Norwich	<input type="checkbox"/>
Working with Children & Young People in Care	6 th & 13 th September	Easton College	<input type="checkbox"/>
	19 th & 20 th January 09	Ecotech Centre Swaffham	<input type="checkbox"/>
Promoting & Maintaining Positive Relationships with Birth Families	19 th November	UEA Sportspark	<input type="checkbox"/>
Working with Travellers & Migrant Worker Families, Y/P & Children	5 th November 13 th November	UEA Sportspark Norwich Easton College	<input type="checkbox"/> <input type="checkbox"/>

NAME/S			
SIGNED			
ADDRESS			
POST CODE		TEL NO	
E-MAIL	I AGREE TO ABIDE BY THE TRAINING GROUND RULES		<input type="checkbox"/>

- ® Please tick which course and date you require, and return to Judy Hipperson
- ® You will receive a confirmation letter nearer the date, with final details and directions

Ψ All training courses are subject to change

Please complete and return to:-

**Judy Hipperson Administrator Learning & Development Team
Children's Services Carrow House 301 King Street Norwich NR1 2TN**