



Kingston and Richmond
Safeguarding Children Partnership

KRSCP Safeguarding Training Guidance for Partner Agencies

This document outlines Kingston and Richmond KRSCP expectations regarding safeguarding training for staff and volunteers from our partner agencies. This document is intended as a guide and where there is specific guidance regarding safeguarding training for agencies such as education and health these should also be followed. Managers from settings and organisations ultimately have responsibility to identify who should attend which safeguarding training courses from their teams.

This document underpins Working Together 2018 and the Safeguarding Training Competency Framework which is included in the London Child Protection Procedures and provides a framework for single and multi-agency training to enable professionals, volunteers, agencies, organisations and services to acquire the skills and knowledge to work effectively within existing guidance and procedures for safeguarding children. This guidance applies to all agencies, organisations & settings in Kingston & Richmond. If you are unsure which level of safeguarding training you or your team members should attend please email us at training@kingrichlscb.org.uk

The table below identifies the amount of contact a professional has with children, young people and families and the corresponding level of safeguarding training they should attend.

Training Level	Group	Description
1	1	Those who have occasional contact with children, young people and/or parents/carers.
2	2	Those in regular or in intensive but irregular contact with children, young people and/or parents/carers.
	3	Those who work predominantly with children, young people and/or parents/ carers.
3	4	Those who have particular specialist child protection responsibilities.
	5	Professional advisers and designated leads for child protection.
4	6	Operational managers of services for children, young people and/or parents / carers.
5	7	Senior managers responsible for strategic management of services for children, young people and/or parents/carers.
	8	Members of Local Safeguarding Children Boards./ Multi-agency safeguarding partnerships. Board Level for Chief Executive Officers, Trust and Health Board Executive and non-executive directors/members, commissioning body Directors.



Kingston and Richmond
Safeguarding Children Partnership

The table below identifies the contents of each level of training should cover

Level / Groups	Professional Competency
Level 1 for Group 1 (Inter-Collegiate level 1)	<ul style="list-style-type: none"> • Understanding what is child abuse and being able to recognise potential signs and indicators of abuse and neglect; • Awareness of the organisation's basic safeguarding children procedures; • Awareness of who within the organisation should be contacted regarding any concern about a child's safety or welfare (including who to contact if that person is unavailable); • Awareness of who within the organisation should be contacted regarding any concern about a colleague's behaviour towards a child or potential risk that they may present; • Awareness of the expected standards of behaviour by staff towards children.
Level 2 for Groups 2-3 (Inter-Collegiate Levels 2-3)	<ul style="list-style-type: none"> • Documentation and sharing of information regarding concerns; • Using the Framework for the Assessment of Children in Need and their Families - Own safeguarding roles and responsibilities; • Working together to identify, assess and meet the needs of children where there are safeguarding concerns. To identify child focused interventions and measurable outcomes; • Understanding the possible impact of parenting difficulties, such as domestic abuse, mental health, substance misuse, learning difficulties on parenting capacity; • Recognising the importance of family history and functioning; • Working with children and family members, including addressing lack of co-operation and superficial compliance within the context of role.
Level 3 for Groups 4-5 (Inter-Collegiate Levels 3-4)	<ul style="list-style-type: none"> • Conducting section 47 enquiries, attending Child Protection Conferences and managing Core Groups; roles, responsibilities and collaborative practice;



Kingston and Richmond
Safeguarding Children Partnership

	<ul style="list-style-type: none"> • Using professional judgements to make decisions as to whether a child is suffering, or is likely to suffer, significant harm; • Working with complexity; • Taking emergency action; • Communicating with children in line with interviewing vulnerable witness guidance. • Promoting effective, professional practice; • Supervising child protection cases and advising others.
Level 4 for Group 6 (Inter-Collegiate Level 4)	<ul style="list-style-type: none"> • Supervising child protection cases. Managing performance to promote effective inter-agency practice; • Specialist training to undertake key management and/or supervisory roles in, for example, intake/duty teams.
Level 5 for Group 7-8 (Inter- Collegiate Levels 5-6)	<ul style="list-style-type: none"> • Section 11 expectations, roles and responsibilities; • Expectations on members in order to promote effective co-operation that improves effectiveness; • Current policy, research and practice developments; • Implementation of lessons from Serious Case / Learning and Improvement Reviews. Specialist training to undertake specific roles, for example Independent Chair; Business Manager.

Refreshing safeguarding training

There is no national guidance on the timescale for refresher training for staff with the exception of the designated safeguarding lead (DSL). The designated safeguarding lead should receive appropriate training carried out every two years. However, it is good practice for all staff members to update their skills and knowledge at regular intervals, to keep up with any developments relevant to their role.

How often should your safeguarding training be refreshed?

All Designated Safeguarding Leads need to refresh their safeguarding training every 2 years to keep up with emerging themes, local trends and learning and changes in guidance and legislation

For everyone else we suggest that it is good practice to refresh safeguarding training every 3 years to keep up with emerging themes, local trends and learning and changes in guidance and legislation



Kingston and Richmond
Safeguarding Children Partnership

Which courses should be attended to refresh safeguarding training?

Safeguarding training can be refreshed by redoing the course which is at the appropriate level for your job role. Alternatively or in addition to we encourage staff to attend subject specific KRSCP training courses (e.g. CSE, safeguarding children with disabilities, FGM, Prevent) which are being delivered as part of the KRSCP training programme or the Level 3 safeguarding refresher training. The courses include full day, half day sessions and bite size sessions on a variety of contemporary safeguarding topics. Attending a range of sessions across the year would contribute to ongoing refreshment of safeguarding training.

KRSCP Multi Agency Safeguarding Training-Expectations for schools

All staff in schools and colleges are required to follow the guidance for safeguarding training as highlighted in the Keeping Children Safe in Education Statutory Guidance for schools and colleges [keeping-children-safe-in-education](#)

We advise that all support staff in schools, colleges and educational settings should have a basic awareness of safeguarding issues and so complete KRSCP Level 1 online safeguarding training or a school safeguarding inset sessions. KRSCP Level 2 should be completed by all pastoral leaders. KRSCP Level 3 training should be completed by all DSLs and refreshed every 2 years.

As part of continual safeguarding training teachers and those involved in coaching children (e.g. sports and music coaches) teaching within a school/educational setting should receive aspects of the Level 2 training most appropriate to their role delivered by the DSL.

All staff in schools & colleges should be kept updated by DSLs on the following:

- Documentation and the sharing of information and concerns
- Awareness about expected standards of behaviour by all staff to children
- How to respond to concerns or allegations made
- Understanding the possible impact of parenting difficulties such as domestic abuse, mental health, substance misuse & learning disability on parenting capacity
- Contemporary safeguarding issues such as criminal exploitation, county lines, FGM
- Local and national safeguarding issues and trends and learning from SCRs

Updates can be disseminated by DSLs in the following ways:

- Inset events
- Briefing sessions
- Fact sheets and summaries distributed to staff

To keep themselves updated DSLs should:

- Attend KRSCP training for trainer's event. Once you have attended you will be sent updates and offered the opportunity to attend trainers support sessions
- Attend a variety of AfC/KRSCP Safeguarding training events including bite size sessions (we would recommend a minimum of 4 bitesize or 2 full day events over 2 years)
- Attend KRSCP DSL forums-to receive information about upcoming DSL forums email lucy.macarthur@kingrichlscb.org.uk



Kingston and Richmond
Safeguarding Children Partnership

Safeguarding training for Governors

School & college governors should attend safeguarding training which is offered by AFC and can be found on [afccpdonline](#) . This course is provided for state maintained/academies and free for schools as part of their service level agreement with Governor Support.

There is no statutory requirement for governors to attend any specific safeguarding training, but it is helpful if everyone on the board has training about safeguarding to ensure they understand their responsibilities and can carry out their functions.

We would suggest that governors depending on their role can also attend training on Prevent, Safer Recruitment and the role of the LADO

Governors with responsibilities for safeguarding should refresh every 2 years and other governors every 3 years.

KRSCP multi Agency training-Expectations for health staff

Health staff are required to follow the guidance for safeguarding training as stipulated in the Inter Collegiate Document [HealthIntercollegiateDocument2019](#)

The table below outlines how the ICL levels correspond to the multi -agency safeguarding training levels:

Multi Agency safeguarding training Level	ICL	Description
1	1	Those who have occasional contact with children, young people and/or parents/carers.
2	2-3	Those in regular or in intensive but irregular contact with children, young people and/or parents/carers.
		Those who work predominantly with children, young people and/or parents/ carers.
3	4-5	Those who have particular specialist child protection responsibilities.
		Professional advisers and designated leads for child protection.
4	4	Operational managers of services for children, young people and/or parents / carers.

The Intercollegiate document identifies the level of safeguarding training that each specific health role requires. The 2019 document identifies that the following roles who may not work predominately with children also need to attend level 3 safeguarding training:-

- Adult, child & adolescent mental health staff
- Adult learning disability staff
- Health professionals working in substance misuse services



Kingston and Richmond
Safeguarding Children Partnership

KRSCP multi Agency training-Expectations for Early Years

All early years' staff should have an awareness of safeguarding issues and so complete Level 1 safeguarding online training as a minimum requirement. In addition to this early years staff can also complete level 2 safeguarding training to extend their knowledge and awareness. Designated safeguarding leads/managers from early years' settings should complete levels 2 & 3 safeguarding training and then be responsible for disseminating & updating staff in their settings. . DSLs can also attend the Training for Trainers events hosted by the KRSCP to support them with the dissemination of safeguarding training.

All Childminders should attend the Childminding Training to gain basic awareness about safeguarding issues. They should also attend KRSCP Level 2 & 3 training to ensure they have an understanding of local trends, issues and policy and procedures. Childminders should keep their safeguarding knowledge current by attending other safeguarding training opportunities being delivered by the KRSCP.

KRSCP multi Agency training-Expectations for Voluntary & Community Sector Staff

All staff, volunteers and trustees in voluntary and community settings that have contact with children & their families should have an awareness of safeguarding issues and so complete Level 1 safeguarding training as a minimum requirement. Depending on level of contact with children & families staff and volunteers can also complete level 2 safeguarding training to extend their knowledge and awareness. Staff and at least one trustees in settings who work closely with families in their home environment should attend the level 2 & 3 safeguarding training.

Designated safeguarding leads/managers from voluntary and community settings should complete levels 2 & 3 safeguarding training and then be responsible for disseminating & updating staff and volunteers in their organisations. DSLs can also attend the Training for Trainers events hosted by the KRSCP to support them with the dissemination of safeguarding training.

Level 1 and 2 training can be delivered as single agency face to face training for voluntary and community organisations by the KRSCP.

The KRSCP can also deliver subject specific courses for the voluntary and community sector, for example Domestic Abuse Awareness and Prevent training.

References

Working Together 2018 - <https://www.gov.uk/government/publications/working-together-to-safeguard-children--2>

London Child Protection Procedures - <http://www.londoncp.co.uk/>

Children Act 2004 - <https://www.legislation.gov.uk/ukpga/2004/31/contents>

Keeping Safe in Education – [keeping-children-safe-in-education](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/424242/keeping-children-safe-in-education)

Health Safeguarding Intercollegiate Document - <https://www.rcn.org.uk/-/media/royal-college-of-nursing/documents/publications/2019/january/007-366.pdf>