

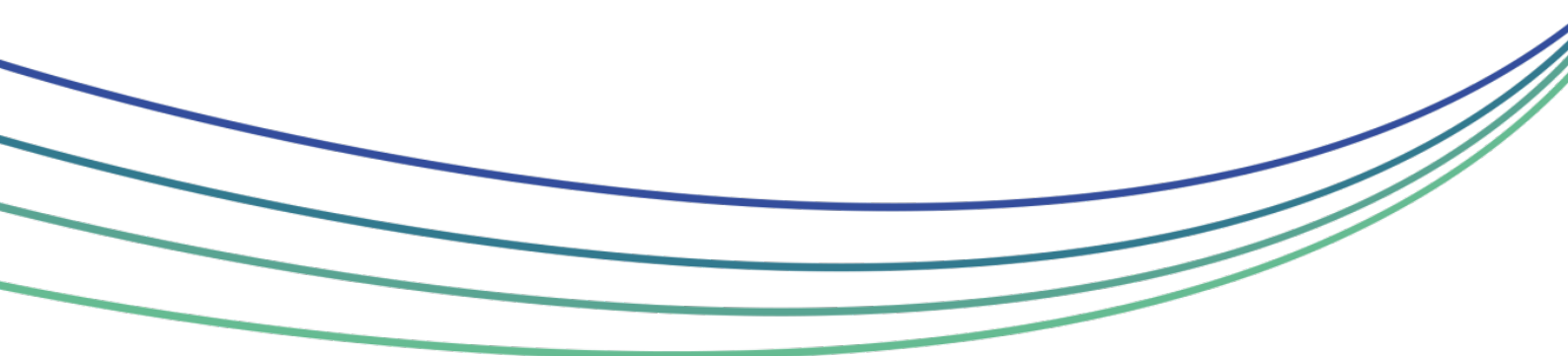
**HALTON**

**SAFEGUARDING**

**ADULTS**

**BOARD**

# **2024/25 Training Programme**



## Halton Safeguarding Adults Board – Training Programme 2024/25

Halton Safeguarding Adults Board (HSAB) subsidises a small programme of training to enhance opportunity and access to learning across Halton.

All training is now face-to-face and we have managed to secure a room at Grangeway Community Centre in Runcorn to deliver this. Grangeway is on a number of bus routes and there is a community café on site where you can purchase refreshments if needed.

This training is offered free of charge to those living and working in Halton and who have a direct involvement in the care and support of adults with additional needs. This includes volunteers, carers, those employed through a personal budget and those who use services. Courses covers local process, policy and protocol and are not relevant to those out of area.

The small print:

The programme primarily to enable those who currently have little or no access to development opportunities to participate in learning. It may also be used as a top-up option for organisations that do run training but where scheduled dates do not match current staff needs. HSAB appreciates the ongoing difficulties in sourcing and financing training and thank you for your cooperation in the appropriate use of this programme. As such we kindly request that organisations request no more than three places per training session.

To keep costs to a minimum all bookings are to be taken through Eventbrite. Booking on Eventbrite will constitute a secured place on the course. Contact details given through your Eventbrite booking will be used for the purposes of setting up and delivering the course. They will be used internally to the Council and shared with the commissioned provider who has been instructed by HSAB to deliver the training. This is so that any course materials can be shared but please rest assured that training providers will not be used for any other purpose. HSAB will retain a record of training attendance and may use contact details to promote future training programmes.

Please note that Eventbrite is a third-party company and is not held to the same information governance requirements as the HSAB or Halton Borough Council. For more information on their data protection please visit:

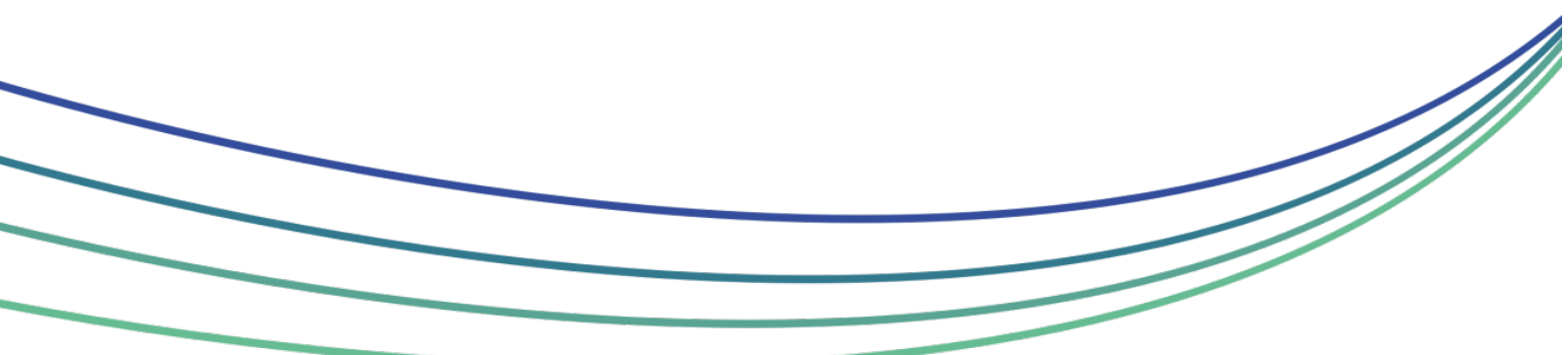
[https://www.eventbrite.co.uk/support/articles/en\\_US/Troubleshooting/eventbrite-privacy-policy?lg=en\\_GB](https://www.eventbrite.co.uk/support/articles/en_US/Troubleshooting/eventbrite-privacy-policy?lg=en_GB)

Where places are booked and there is a failure to attend (or to send a substitute delegate where there is a genuine reason for being unable to attend) a charge will be made to cover the cost of the course. **The amount charged for a non-attended place will be £30.** Any cancellation made within seven working days of the course will not be chargeable. Early cancellations should be made through Eventbrite. If you have any problems with this system please contact the HSAB training co-ordinator via the Safeguarding Unit on 0151 907 8306.

Please note that course attendance is recorded. It may impact on your organisation in the future, if you need to evidence of attendance at training, so please ensure that all attendees give relevant (and legible) details requested for this process.

HSAB reserve the right to change or alter this programme should the need arise. Where possible, notice will be given of any changes.

**Thank you for your co-operation**



## **Safeguarding Adults – Awareness and Responsibilities**

### **Aims:**

A range of people may be involved in supporting adults with additional needs to live their day-to-day lives. This session will provide staff, volunteers, and carers (paid or unpaid) with the knowledge and understanding of adult safeguarding requirements and enable them to recognise their own responsibilities within this process.

Safeguarding is everyone's business, and this course looks at how and why safeguarding adults is important, what constitutes abuse and harm and when and how to raise an alert.

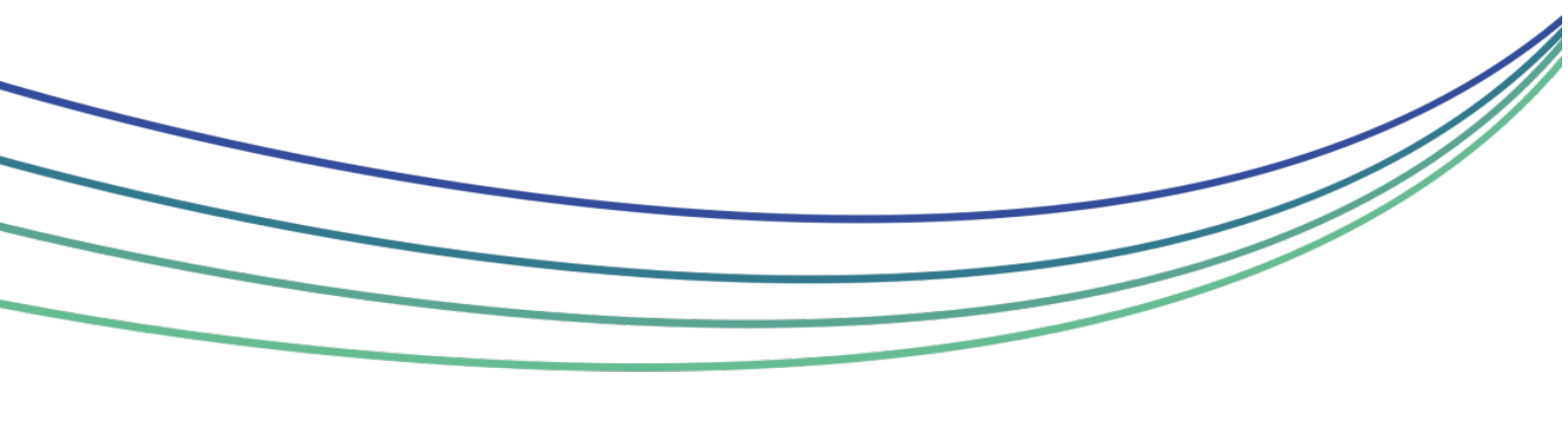
It is aimed at ensuring participants can respond to concerns effectively and take appropriate action where there is an identified risk of harm.

### **Learning Outcomes:**

By the end of the session attendees to this training will be able to:

- Define what safeguarding adults means and what constitutes an 'adult at risk'
- Understand the context of safeguarding adults – national policy, guidance and legislation
- Identify types and categories of abuse
- Recognise the signs, symptoms and indicators of abuse/ potential abuse
- Consider the difference between a care concern and a safeguarding alert and know when to report a concern
- Recognise relevant roles and responsibilities in the safeguarding process and appropriate responses to an alert
- Becomes familiar with the policy and practice in Halton (as specified by the Halton Safeguarding Adults Board and its wider partnerships)
- Ensure adults are at the centre of any safeguarding enquiries
- Acknowledge the features of safe practice and the procedures

### **Topics Covered:**

- Safeguarding and the Care Act 2014
  - The six statutory principles of safeguarding adults
  - An awareness of Whistleblowing
  - The concepts of Making Safeguarding Personal and Making Every Adult Matter
  - How to report a concern – do's and don'ts
  - Recording, reporting and information sharing
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**Target Audience**

This course is aimed primarily at those working in social care, health and support roles within Halton for those with additional needs which arise as part of a disability, impairment or illness.

**Delivery method and details**

This is a three-hour learning session which involves group discussion, participatory exercises and interactive activity.

It is expected that the knowledge and skills gained will be taken away and embedded into practice. The learner’s organisation will be accountable for measuring competence following training.

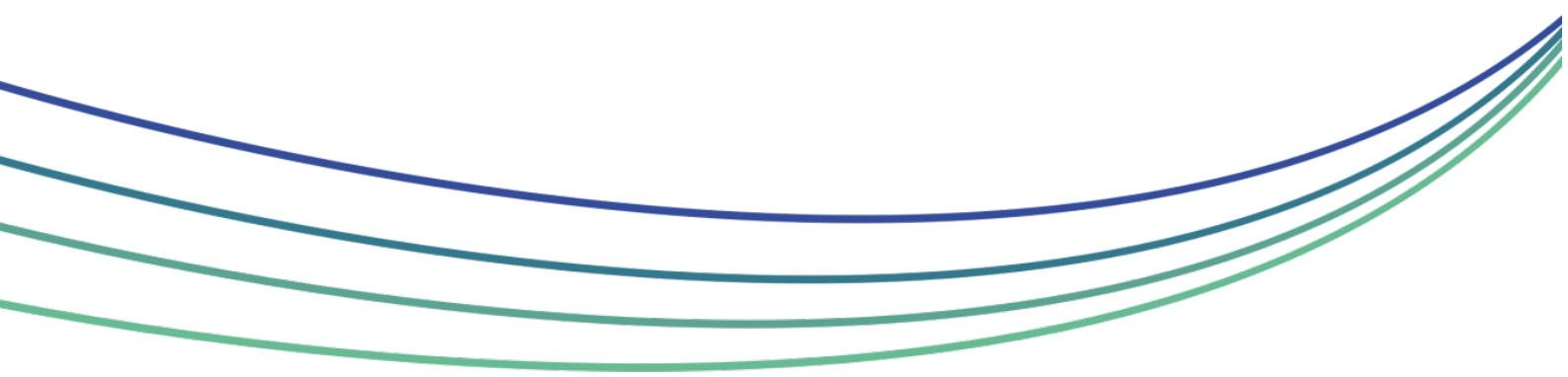
There is no preparatory learning associated with this course. Participants who access the Council’s Enable e-learning site may wish to undertake the Safeguarding Adult Awareness module for background knowledge or as an alternative learning option. Details of how to access this are at the end of this programme.

Learners are expected to refresh their knowledge and understanding of adults safeguarding at least every three years.

**Safeguarding Adults – Awareness and Responsibilities – 2024-2025 Courses**

<b>Date</b>	<b>Times</b>	<b>Venue</b>
Thursday 23 <sup>rd</sup> May 2024	09.30-12.30	This is face-to-face training delivered at <b>Grangeway Community Centre in Runcorn.</b>
Thursday 20 <sup>th</sup> June 2024	09.30-12.30	
Monday 1 <sup>st</sup> July 2024	13.30-16.30	
Thursday 3 <sup>rd</sup> October 2024	13.30-16.30	
Thursday 9 <sup>th</sup> January 2025	09.30-12.30	
Monday 10 <sup>th</sup> March 2025	09.30-12.30	Full joining instructions will be sent out to booked delegates prior to the training date.

Bookings can be made through: <http://haltonsafeguardingadultsboard.eventbrite.com/>



## **Provider-led concerns and enquiries – local policy and procedure**

### **Aims:**

This session has been designed to widen awareness and understanding of the processes in Halton for raising concerns about adult social care practice that fall short of constituting a safeguarding alert.

The Provider-led Concerns and Enquiries model (implemented in 2020) replaces the previous Care Concerns process, placing emphasis on those delivering services to scrutinise their own practice, learn from the experience and make positive changes.

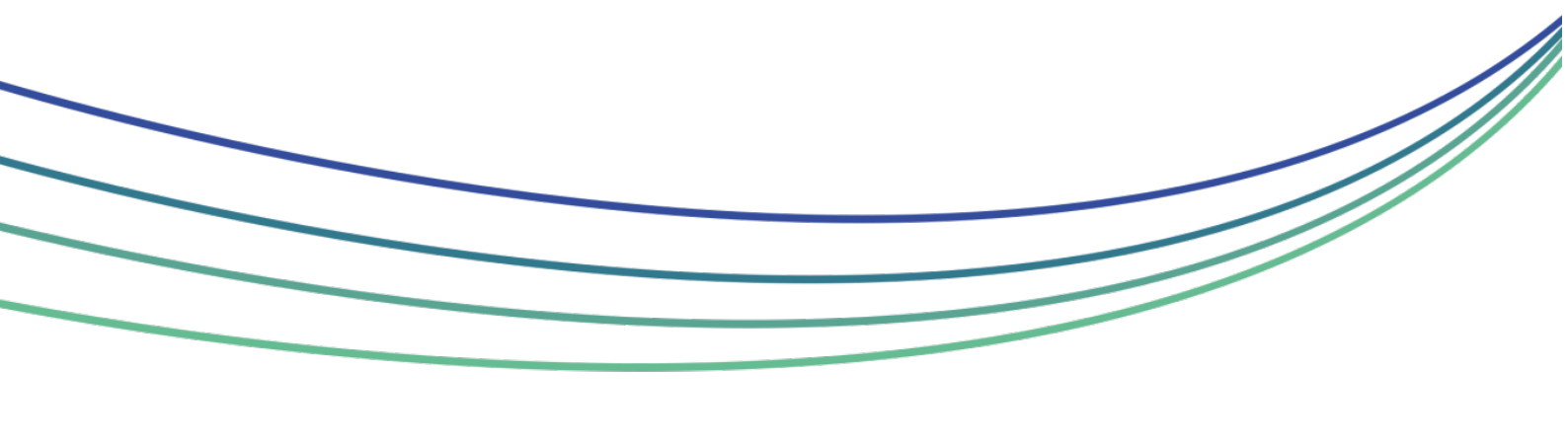
By taking a look at the journey to this point the session will explain what provider-led concerns and enquiries are and why a new system has been implemented. It will equip those delivering adult social care with a clear understanding of safeguarding thresholds and the process to follow where there is a low level safeguarding incident.

### **Learning Outcomes:**

By the end of the session attendees to this training will be able to:

- Understand the background to implementing the new model of provider-led concerns and enquiries
- Become familiar with the policy, process and procedure for implementing provider-led concerns and enquiries
- Identify the expectations, timeframes and recording requirements of the process
- Consider when a provider-led concern or enquiry is needed
- Recognise what good looks like in completed paperwork
- Know where to go for additional support

### **Topics Covered:**

- Safeguarding thresholds – what is safeguarding and what is provider-led
  - Guidance and template forms
  - The different reporting categories
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**Target Audience**

This course is aimed primarily at those working in social care, health and support settings within Halton which provide place-based services to those with additional needs which arise as part of a disability, impairment or illness.

**Delivery method and details**

This is a three-hour learning session which involves group discussion, participatory exercises and interactive activity.

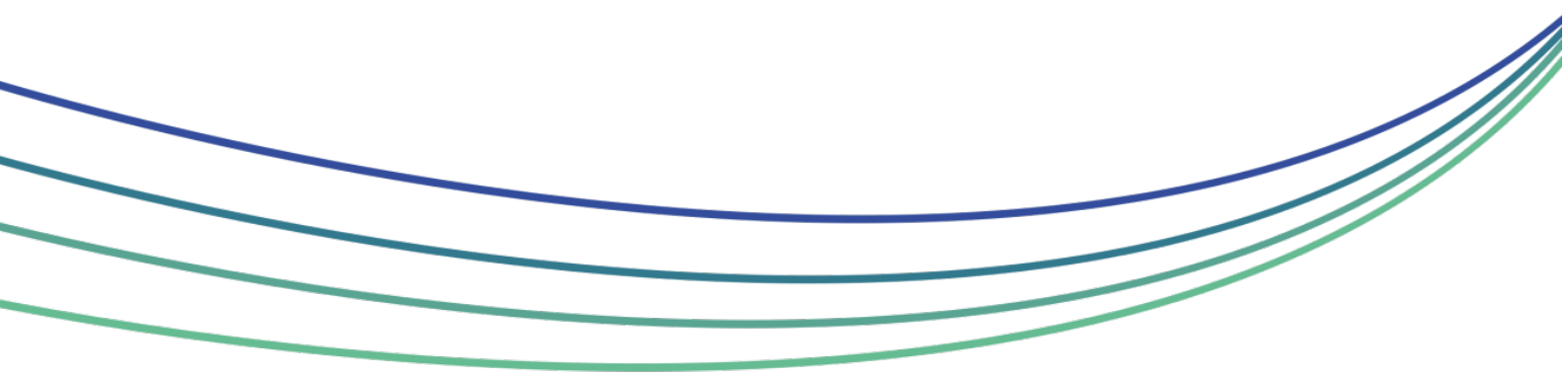
It is expected that the knowledge and skills gained will be taken away and embedded into practice. The learner’s organisation will be accountable for measuring competence following training.

Learners are expected to refresh their knowledge and understanding of adults safeguarding at least every three years.

**Provider-led concerns and enquiries – local policy and procedure - 2024-25 Courses**

Date	Times	Venue
Tuesday 18 <sup>th</sup> June 2024	09.30-12.30	This is face-to-face training delivered at <b>Grangeway Community Centre in Runcorn.</b>
Thursday 11 <sup>th</sup> July 2024	13.30-16.30	
Thursday 21 <sup>st</sup> November 2024	09.30-12.30	
Thursday 6 <sup>th</sup> February 2025	13.30-16.30	

Bookings can be made through: <http://haltonsafeguardingadultsboard.eventbrite.com/>



## **Mental Capacity Act – Working with capacity assessments**

### **Aims:**

The Mental Capacity Act 2005 is fundamental in supporting people with their decision making and should be applied throughout all services areas across adult social care

The CQC specifically focus on this area as part of their regulation of services.

This session will provide information and give confidence around the application of the MCA within the participant's specific service area.

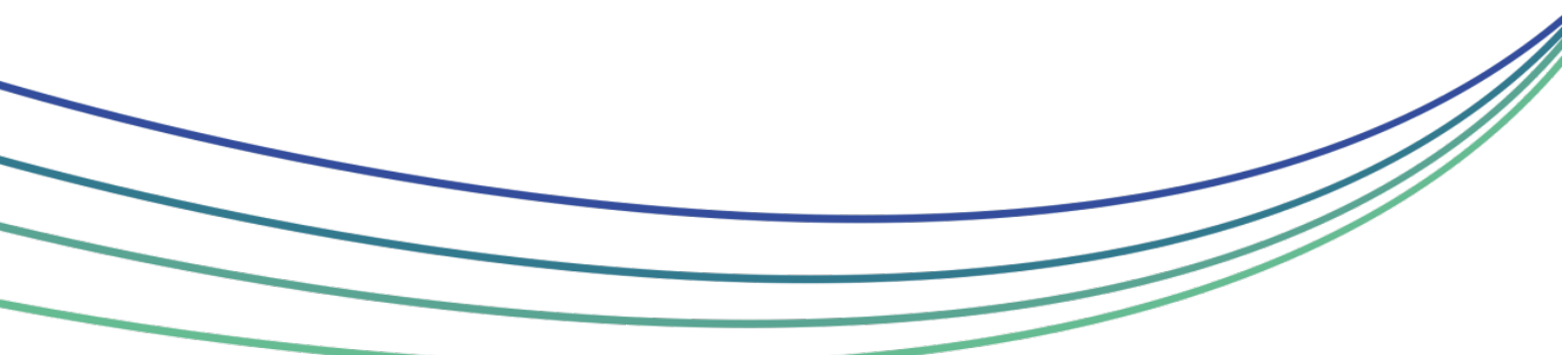
### **Learning Outcomes:**

By the end of the session attendees to this training will be able to:

- Have an overview of the Act, why it was required and the guiding principles which underpin it
- Understand what constitutes breaches to people's Human Rights
- Better develop strategies and skills in assessing capacity, and develop confidence in making and recording best interests decisions which are legally defensible
- Be aware of the interface between the Mental Capacity Act 2005 and the more recent Mental Health Act 2007
- Know where to seek further support and advice locally

### **Topics Covered:**

- Care planning and application of the MCA
- Upholding Article 8 of the Human Rights Act: the importance of maintaining family contact
- Decisions that aren't covered within the MCA
- Relevant case law



**Target Audience**

This course is aimed primarily at those working in social care, health and support settings within Halton which provide place-based services to those with additional needs which arise as part of a disability, impairment or illness.

**Delivery method and details**

This is a three-hour learning session which involves group discussion, participatory exercises and interactive activity.

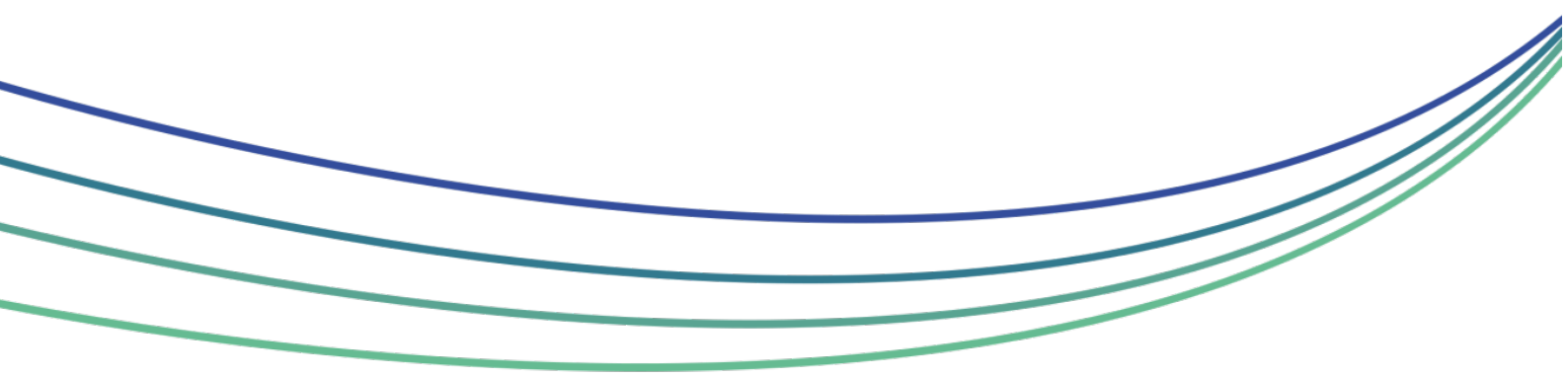
It is expected that the knowledge and skills gained will be taken away and embedded into practice. The learner’s organisation will be accountable for measuring competence following training.

Learners are expected to refresh their knowledge and understanding of adults safeguarding at least every three years.

**Mental Capacity Act – Working with Capacity - 2024-2025 Courses**

Date	Times	Venue
Tuesday 16 <sup>th</sup> July 2024	09.30-12.30	This is face-to-face training delivered at <b>Grangeway Community Centre in Runcorn.</b>  Full joining instructions will be sent out to booked delegates prior to the training date.
Tuesday 10 <sup>th</sup> September 2024	09.30-12.30	
Thursday 17 <sup>th</sup> October 2024	09.30-12.30	
Tuesday 18 <sup>th</sup> March 2025	09.30-12.30	

Bookings can be made through: <http://haltonsafeguardingadultsboard.eventbrite.com/>





## **Self-neglect Awareness**

### **Aims:**

Working with self-neglect can be extremely challenging as help and support is not always accepted. A person who shows a serious disregard for their own self-care and wellbeing may put their own health and safety at risk as well as those around them.

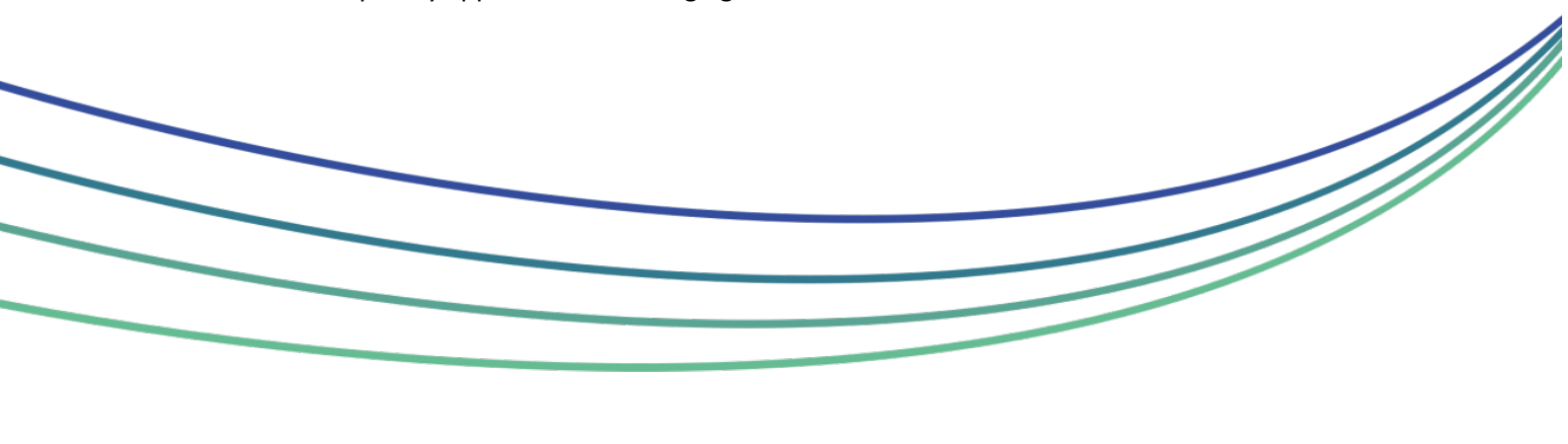
Gaining a basic understanding of the features, signs and symptoms of self-neglect will allow participants to be vigilant of risk factors and know how and when to take action.

### **Learning Outcomes**

By the end of the session attendees to this training will be able to:

- Demonstrate an understanding of adult self-neglect including:
  - Definition of self-neglect
  - Recognise signs, symptoms and indicators of self-neglect/ potential self-neglect
- Recognise that self-neglect can sometimes happen as the result of many and various 'triggers' including Adverse Childhood (ACEs) or Adult Experiences
- Demonstrate an understanding of adult safeguarding including:
  - Definition of safeguarding and what is meant by 'adult at risk'
- Understand what 'Person Centred Care' and 'Making Safeguarding Personal' means and how to apply this in practice.
- Become familiar with Halton Self-Neglect Policy and Procedures and the Self-Neglect and Hoarding Toolkit.
- Understand national policy, guidance and legislative framework, including the Care Act, Care Act Statutory Guidance on self-neglect and where Self-Neglect links to other legal frameworks within Housing, Public Health and Mental Health.
- Identify how 'working together' can help prevent harm and safeguard
- Respond appropriately when a potential risk of harm has been identified
- Become familiar with the Multi-Agency Risk Assessment and Management (MARAM) process.

### **Topics Covered**

- Self-neglect and the law
  - The role of safeguarding referrals
  - Hoarding
  - Building long-term working relationships
  - Multidisciplinary approaches
  - Multidisciplinary approaches in managing risk.
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**Target Audience**

This course is aimed primarily at those working in social care, health and support roles within Halton for those with additional needs which arise as part of a disability, impairment or illness.

**Delivery method and details**

This is a three-hour learning session which involves group discussion, participatory exercises and interactive activity.

It is expected that the knowledge and skills gained will be taken away and embedded into practice. The learner’s organisation will be accountable for measuring competence following training.

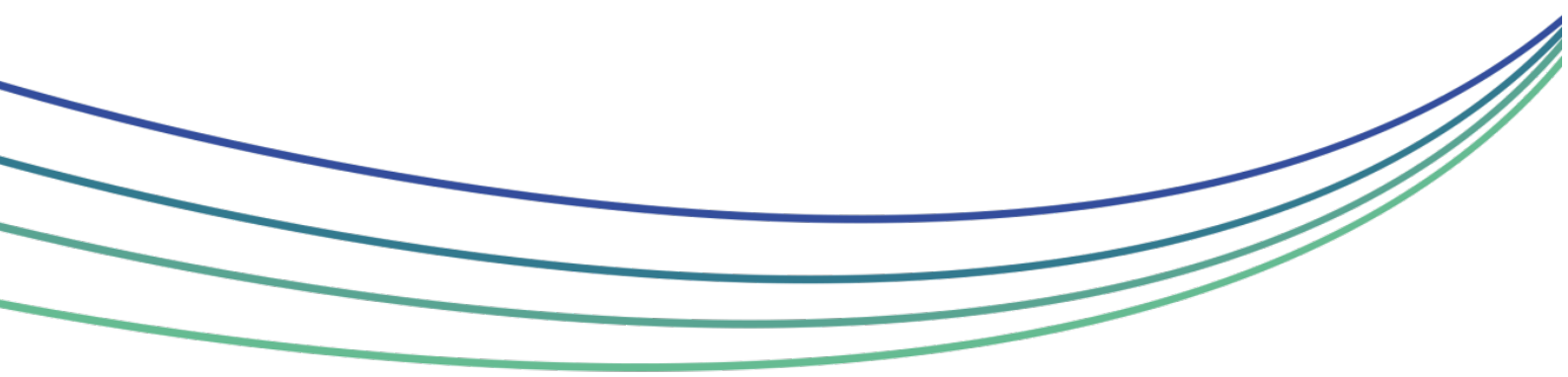
There is no preparatory learning associated with this course.

There is no defined renewal period for undertaking this training. Learners are expected to refresh their knowledge as appropriate to their job role requirements.

**Self-neglect Awareness - 2024-2025 Courses**

Date	Times	Venue
Tuesday 23 <sup>rd</sup> April 2024	13.30-16.30	This is face-to-face training delivered at <b>Grangeway Community Centre in Runcorn.</b>
Wednesday 19 <sup>th</sup> June 2024	09.30-12.30	
Tuesday 12 <sup>th</sup> November 2024	13.30-16.30	
Wednesday 8 <sup>th</sup> January 2025	09.30-12.30	

Bookings can be made through: <http://haltonsafeguardingadultsboard.eventbrite.com/>



## **Financial Abuse**

### **Aims:**

The manipulation of money and other economic resources is one of the most prominent forms of coercive control, depriving vulnerable individuals of the material means needed for independence, resistance, and escape.

Financial abuse is an aspect of 'coercive control' – a pattern of controlling, threatening and degrading behaviour that restricts a victim's freedom.

It is important to understand that financial abuse seldom happens in isolation; in most cases, perpetrators use other abusive behaviours to threaten and reinforce the financial abuse.

Financial abuse involves a perpetrator using or misusing money, which limits and controls the vulnerable person's current and future actions and their freedom of choice. It can include using credit cards without permission, putting contractual obligations in their partner's name, and gambling with family assets.

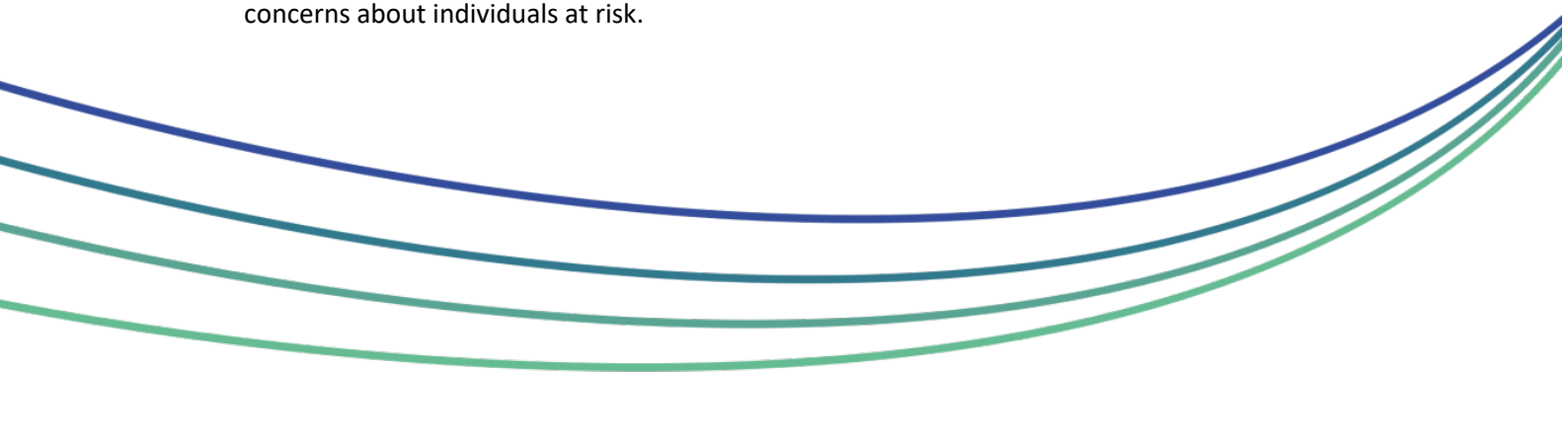
Financial abuse can leave people with no money for essentials such as food and clothing. It can leave them without access to their own bank accounts, with no access to any independent income.

This course aims to:

- Equip people with the skills and knowledge to recognise potential financial abuse of vulnerable adults at risk; and
- Provide delegates with the confidence and information required to be able to make an appropriate safeguarding referral.

### **Learning Outcomes**

By the end of the session, participants will:

- Understand the current definition and scope of financial abuse – what it is, including cyber related crimes.
  - Recognise the extent of financial abuse by examining the national and local picture.
  - Recognise different types of financial abuse facing adults at risk.
  - Be able to identify signs and symptoms associated with financial abuse.
  - Examine how social isolation and loneliness can add to the risk of financial of financial abuse.
  - Understand how exploitation and grooming (mate crime) can contribute to financial abuse.
  - Explore the impact of capacity and consent.
  - Know what steps to take in the event of financial abuse and know when, how and where to refer concerns about individuals at risk.
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**Topics Covered**

- Indicators of financial abuse.
- The legal framework surrounding safeguarding adults.
- Definition and exploration of the scope of financial abuse and the particular risks to individuals with a wide range of vulnerabilities to financial abuse.
- Delegates’ role in responding to financial abuse and crime and the signs and symptoms associated with financial abuse.
- Legal instruments that can protect adults at risk from financial abuse, including the Enduring Power of Attorney, Lasting Power of Attorney, the Role of the Office of the Public Guardian, and the Court of Protection.

**Target Audience**

This course is aimed primarily at those working in social care, health, and support roles within Halton for those with additional needs which arise as part of a disability, impairment, or illness.

**Delivery method and details**

This is a three-hour learning session which involves group discussion, participatory exercises and interactive activity.

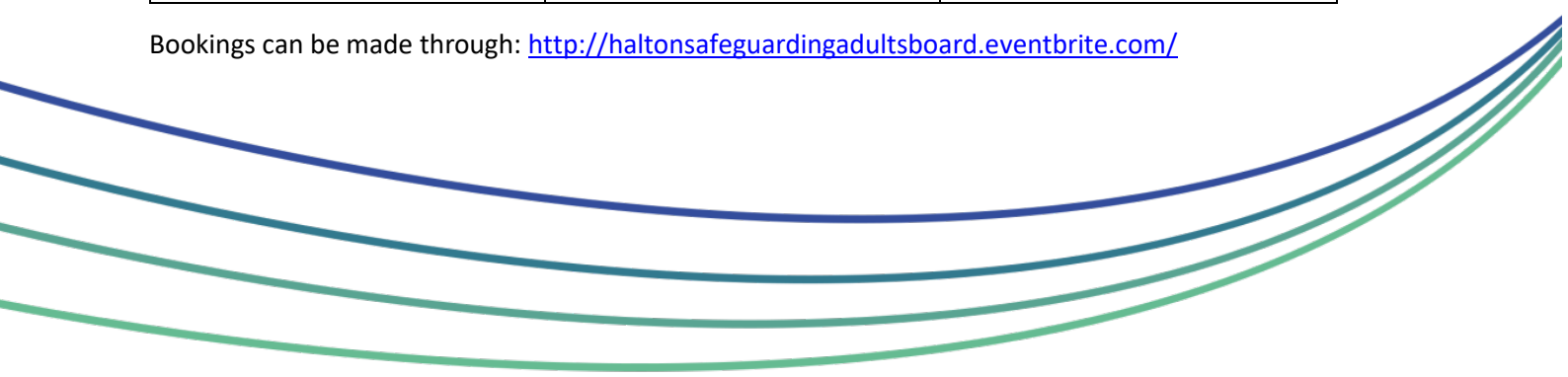
It is expected that the knowledge and skills gained will be taken away and embedded into practice. The learner’s organisation will be accountable for measuring competence following training. There is no preparatory learning associated with this course.

There is no defined renewal period for undertaking this training. Learners are expected to refresh their knowledge as appropriate to their job role requirements.

**Financial Abuse - 2024-2025 Courses**

<b>Date</b>	<b>Times</b>	<b>Venue</b>
Wednesday 12 <sup>th</sup> June 2024	09.30-12.30	This is face-to-face training delivered at <b>Grangeway Community Centre in Runcorn.</b>
Tuesday 2 <sup>nd</sup> July 2024	13.30-16.30	
Tuesday 8 <sup>th</sup> October 2024	13.30-16.30	
Tuesday 4 <sup>th</sup> February 2025	09.30-12.30	Full joining instructions will be sent out to booked delegates prior to the training date.

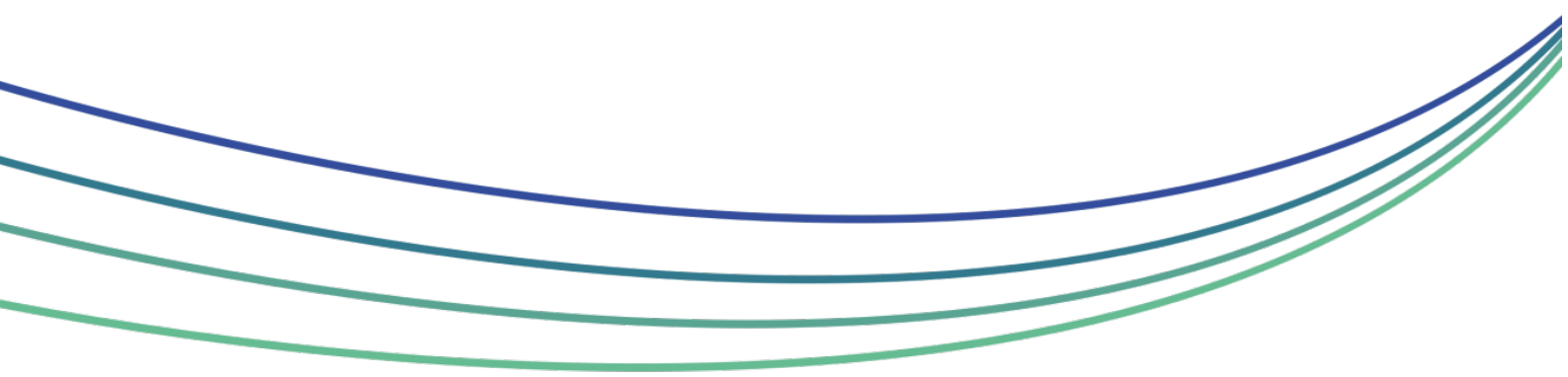
Bookings can be made through: <http://haltonsafeguardingadultsboard.eventbrite.com/>



Please see below list of training available through the Health Improvement Team:

- **Mental Health Awareness – For anyone to attend**
- **Mental Health Awareness for Managers – Aimed at anyone who manages or supervises staff/volunteers**
- **Stress Awareness – For anyone to attend.**
- **Suicide Awareness – For anyone to attend.**

The training will alternate between online on Teams and face to face sessions. You can access the training information by visiting: <https://enable.learningpool.com/login/index.php> and selecting Health & Wellbeing





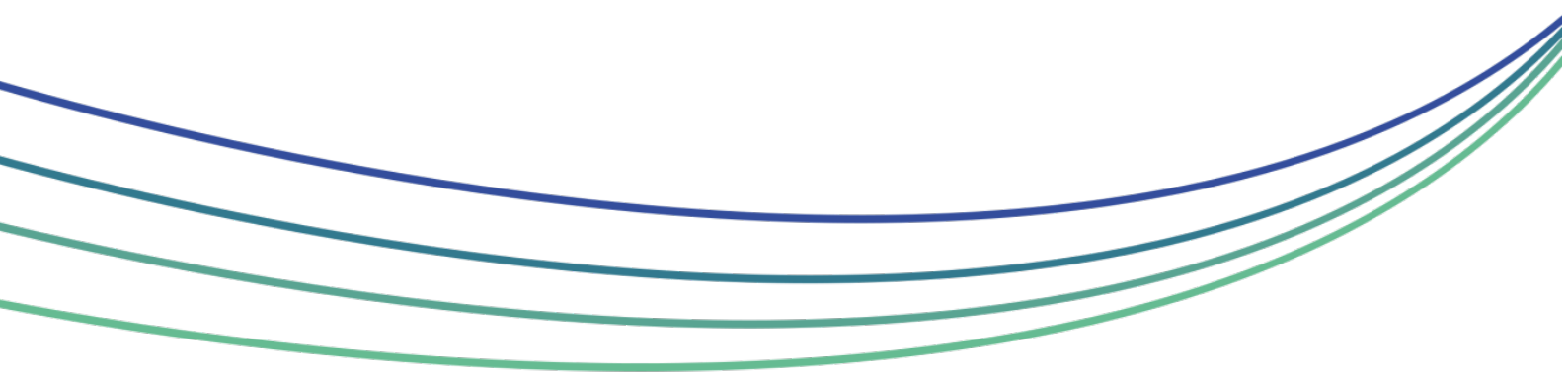
Training opportunities are available through the [Halton Children and Young People Safeguarding Partnership](#), including:

- Domestic Abuse Awareness
- Sexual Violence Awareness
- Working together to Safeguard Children – Level 3
- Mental Disorder and Parenting Capacity

Bookings can be taken online through the [Halton CYPSP Portal Log in](#) portal or by contacting the HCYPSP Training Administrator:

- Email: [Safeguarding.Training@halton.gov.uk](mailto:Safeguarding.Training@halton.gov.uk)
- Tel: 0151 511 7909

Their webpages also feature a host of online learning opportunities through external websites.



## Halton Borough Council's Adult Social Care eLearning platform

Halton Borough Council's Organisational Development have developed a suite of eLearning courses specifically designed to support the Adult Social Care setting. There are over 40 courses available to registered learners, including:

- CARE CERTIFICATE
- MOVING AND HANDLING
  - MEDICATION
  - SAFEGUARDING
  - SELF HARM
- SUPPORTING PEOPLE WITH DEMENTIA
- UNDERSTANDING STROKES

If you would like to take advantage of our eLearning package at £50 per person or to request the full course catalogue, contact: [training.reception@halton.gov.uk](mailto:training.reception@halton.gov.uk)

