Adult, Children and Health Training Calendar

	April	May	June	July	August	September	October	November	December	January	February	March
1	Induction Meeting (School Nurses)		Objective Setting		Duty of Candour Regulation 20	HCPC Registration and CPD Profile		Caldicott Principals Briefing Presentation Skills Workshop			End of Life Care	Universal: Basic Awareness to Safeguarding Children & Young People
2			Objective Setting		Data Protection & Information Security Sickness Absence Management Workshop						Fire Awareness (Half Day) Specialist Child Sexual Abuse	Sensory Impairment
3	Foster Carers Attachment Based Parenting	RBWM Health & Safety Level 3	Objective Setting	Universal: Basic Awareness to Safeguarding Children & Young People							Universal: Basic Awareness to Safeguarding Children & Young People	BIA Report Writing
4					Supporting People with Combined Sight & Hearing Loss	Caldicott	Recruitment Training Workshop	Recruitment Workshop		Induction Meeting		
5	Safe Moving & Handling Data Protection & Information Security			RBWM Manual Handling Caldicott		Specialist Child Physical Abuse	End of Life Care		Dealing with Difficult People Foster Carers Providing Safer Carers			
6	Emergency First Aid at Work	Sage & Thyme Workshop	Objective Setting	Dignity, Care & Respect of the Older Person Ojective Setting	Targeted Safeguarding Children A Shared Responsibility Universal: Basic Awareness to Safeguarding Children & Young People	Caldicott Principals Briefings Performance Management Workshop	Foster Carers Hygiene and Administration of Medication	Safeguarding Adults Level 1	Data Protection & Information Security Performance Management Workshop Recruiting for Values in Social Care			
7	RBWM Health & Safety Level 2	Caldicott Safeguarding Adults Level 1 REFRESHER	Foster Carers Internet Security Objective Setting	Presentation Skills Workshop Recruitment Training	Recruitment Workshop	Safe Moving & Handling Deprivation of Liberty Safeguards Awareness	BIA Report Writing	Emergency First Aid at Work	CIEH Food Hygiene Level 2		Infection Control for Care Homes MARAC & DASH	Induction Meeting
8		Caldicott	Objective Setting Data Protection & Information Security	Safe Moving & Handling Specialist Child Sexual Abuse		Dealing with Difficult People Safe Moving & Handling		Data Protection & Informaton Security Foster Carers Hygiene & Administration of Medication	Presentation Skills Workshop		Deprivation of Liberty Safeguards Refresher / Legal Update for BIA's	Health, Safety Fire Awareness & Infection Control
9			Universal: Basic Awareness to Safeguarding Children & Young People Ojective Setting		Caldicott			Sensory Impairment Customer Services Awareness		Deprivation of Liberty Safeguards Awareness	Targeted Safeguarding Children A Shared Responsibility Mental Health First Aid - Adults (Day 1)	Difficult, Disturbing & Dangerous Behaviour Day 1 of 2 Mental Health First Aid - Adults (Day 2)
10		Caldicott Foster Carers Attachment Based Parenting	Safe Moving & Handling Objective Setting	Targeted Child Protection	Recruitment Workshop		IT E-Learning	Mental Capacity Act Level 2 Sickness Absence Management Workshop		Universal: Basic Awareness to Safeguarding Children & Young People Emergency First Aid at Work		Appraisal Process Difficult, Disturbing & Dangerous Behaviour Day 2 of 2
11			Library: Introduction to Safeguarding Children, Young People & Vulnerable Adults		Emergency First Aid at Work	Library: Introduction to Safeguarding Children, Young People & Vulnerable Adults	Data Protection & Information Security RBWM Manual Handling			Deprivation of Liberty Safeguards Refresher / Legal Update *(not BIA Specific)*		
12	Foster Carers Drugs & Alcohol Awareness Safe, Moving & Handling (LD Respite ONLY)	Health, Safety, Fire Awareness & Infection Control Foster Carers Recording Skills	Caldicott Principles Briefing	Data Protection & Information Security	Half Day Fire Awareness				Library: Introduction to Safeguarding Children, Young People & Vulnerable Adults	Health, Safety Fire Awareness & Infection Control		
13	Epilepsy Awareness Sage & Thyme Workshop	Targeted Safeguarding Children a Shared Responsibility Safeguarding Adults Level 1	Foster Carers Providing Safer Carers Objective Setting	Safeguarding Adults Level 1 Refresher		Health, Safety, Fire Awareness & Infection Control Data Protection & Information Security	Safeguarding Adults Level 3 - Chairing & Decision Making Day 1 of 2 Customer Service Awareness		Dignity, Care & Respect of the Older Person Caldicott Principals Briefing			
14	Democratic Report Process	HR Line Management Induction First Aid for Foster Carers	RBWM Health & Safety Level 3 Objective Setting	Safe Moving & Handling Emergency First Aid at Work	Data Protection & Information Security	Child Sexual Exploitation - Train the Trainer	IT E-Learning Safeguarding Adults Level 3 - Chairing & Decision Making Day 2 of 2					Emergency First Aid at Work
15			Mental Capacity Act Level 2 Objective Setting	Deprivation of Liberty Safeguards Refresher / Legal Update for BIA's		HR Line Management Induction	HR Line Management Induction Customer Services Awareness	Health, Safety, Fire Awareness & Infection Control Foster Carers Recording Skills	Universal: Basic Awareness to Safeguarding Children & Young People	Safe Moving & Handling		Specialist Child Physical Abuse
16		Foster Carers Parent and Child			Mental Health First Aid (Adults) Day 1 of 2	Safeguarding Adults Level 1 REFRESHER		Self Harm	Epilepsy Awareness	Targeted Safeguarding Children A Shared Reponsibility	Appraisal Process	Safeguarding Adults Level 1 (PM)
17		Data Protection & Information Security	CIEH Food Hygiene Level 2	Foster Carers Attachment Based Parenting	Mental Health First Aid (Adults) Day 2 of 2		IT E-Learning	RBWM Health & Safety Level 2 Customer Services Awareness		Specialist Child Protection & Emotional Abuse	Safeguarding Adults Level 3 Managers of Provider Services	
18	BIA Assessor Day 3 of 5	Dealing with Difficult People		Difficult, Disturbing & Dangerous Behaviour Day 1 of 2	HR Line Manager Induction		Presentation Skills Workshop HR Line Manager Induction	Mental Capacity Act Level 3		Safe Moving & Handling		
19	BIA Assessor Day 4 of 5	Deprivation of Liberty Safeguards Refresher / Legal Update *(not BIA Specific)*	Foster Carers Attachment Based Parenting	Difficult, Disturbing & Dangerous Behaviour Day 2 of 2	Targeted Safeguarding Children REFRESHER	Induction Meeting				Targeted Safeguarding Children A Shared Responsibility		
20	BIA Assessor Day 5 of 5	Introduction to Domestic Abuse Workshop	Emergency First Aid at Work	Safeguarding Adults Level 1 Induction Meeting	Deprivation of Liberty Safeguards Awareness Level 1		Dignity, Care & Respect of the Older Person			Safeguarding Adults Level 1 REFRESHER (AM)		Appraisal Process
21	Foster Carers Transitions & Moving On Democratic Report Process		Research in Practice Contact	Safeguarding Adults Level 2 Multi Agency & Specialist Assessor Day 1 of 2			Safeguarding Adults Level 1				Dignity Care & Respect of the Older Person	Dealing with Difficult People
22				Safeguarding Adults Level 2 Multi Agency & Specialist Assessor Day 2 of 2		Train the Trainer		RBWM Health & Safety Level 3			Targeted Safeguarding Children REFRESHER CIEH Food Hygiene Level 2	Deprivation of Liberty Safeguards Awareness
23	Mental Capacity Act Level 1	Induction Meeting Objective Setting	Safe Moving & Handling		CIEH Food Hygiene Level 2			MARAC & DASH			Mental Capacity Act Level 1	Safeguarding Adults Level 1 REFRESHER
24		Foster Carers Attachment Based Parenting Sage & Thyme Workshop	Sage & Thyme Workshop Safe Moving & Handling				Targeted Safeguarding Children REFRESHER	Difficult, Disturbing & Dangerous Behaviour Day 1 of 2		Safeguarding Adults Level 1 Multi Agency & Specialist Assessor Day 1 of 2 Emergency First Aid at Work	Appraisal Process	Epilepsy Awareness
25		MARAC & DASH		Basic Awareness to Safeguarding Children & Young People	IT E-Learning		Safe Moving & Handling	Difficult, Disturbing & Dangerous Behaviour Day 2 of 2		Safeguarding Adults Level 1 Multi Agency & Specialist Assessor Day 2 of 2	Appraisal Process	
26	Foster Carers Attachment Based Parenting	Objective Setting					CIEH Food Hygiene Level 2			Customer Services Awareness		
27	Data Protection & Information Security	Domestic Abuse & the Effects on Children Objective Setting	Sage & Thyme Workshop			Emergency First Aid at Work Day 1 - First Aid at Work (3 Day)	Mental Capacity Act Level 1					
28	Dignity, Care & Respect of the Older Person					Foster Carers Play to Promote Attachment Day 2 - First Aid at Work (3 Day)						
29			Safeguarding Adults Level 1			Day 3 - First Aid at Work (3 Day)						
30			Infection Control for Care Homes		MARAC & DASH	IT E-Learning						
31		Objective Setting										

Operations and Customer Services and Corporate and Community Services Training Calendar

	April	May	June	July	August	September	October	November	December	January	February	March
1			Objective Setting					Presentation Skills Workshop			End of Life Care	Universal: Basic Awareness to Safeguarding Children & Young People
2			Objective Setting		Data Protection & Information Security Sickness Absence Management Workshop						Fire Awareness (Half Day)	Sensory Impairment
3		RBWM Health & Safety Level 3	Objective Setting	Universal: Basic Awareness to Safeguarding Children & Young People							Universal: Basic Awareness to Safeguarding Children & Young People	
4					Supporting People with Combined Sight & Hearing Loss		Recruitment Training Workshop	Recruitment Workshop		Induction Meeting		
5	Safe Moving & Handling Data Protection & Information Security			RBWM Manual Handling					Dealing with Difficult People			
6	Emergency First Aid at Work		Objective Setting	Ojective Setting	Targeted Safeguarding Children A Shared Responsibility Universal: Basic Awareness to Safeguarding Children & Young People	Performance Management Workshop		Safeguarding Adults Level 1	Data Protection & Information Security Performance Management Workshop			
7	RBWM Health & Safety Level 2	Safeguarding Adults Level 1 REFRESHER	Objective Setting	Presentation Skills Workshop Recruitment Training	Recruitment Workshop	Safe Moving & Handling		Emergency First Aid at Work	CIEH Food Hygiene Level 2			Induction Meeting
8			Objective Setting Data Protection & Information Security	Safe Moving & Handling		Dealing with Difficult People Safe Moving & Handling		Data Protection & Informaton Security	Presentation Skills Workshop			Health, Safety Fire Awareness & Infection Control
9			Universal: Basic Awareness to Safeguarding Children & Young People Ojective Setting					Sensory Impairment Customer Services Awareness				
10			Safe Moving & Handling Objective Setting		Recruitment Workshop		IT E-Learning	Sickness Absence Management Workshop		Universal: Basic Awareness to Safeguarding Children & Young People Emergency First Aid at Work		Appraisal Process
11			Library: Introduction to Safeguarding Children, Young People & Vulnerable Adults		Emergency First Aid at Work	Library: Introduction to Safeguarding Children, Young People & Vulnerable Adults	Data Protection & Information Security RBWM Manual Handling					
12		Health, Safety, Fire Awareness & Infection Control		Data Protection & Information Security	Half Day Fire Awareness				Library: Introduction to Safeguarding Children, Young People & Vulnerable Adults	Health, Safety Fire Awareness & Infection Control		
13		Safeguarding Adults Level 1		Safeguarding Adults Level 1 Refresher		Health, Safety, Fire Awareness & Infection Control Data Protection & Information Security	Customer Service Awareness					
14	Democratic Report Process	HR Line Management Induction	RBWM Health & Safety Level 3 Objective Setting	Safe Moving & Handling Emergency First Aid at Work	Data Protection & Information Security		IT E-Learning					Emergency First Aid at Work
15			Objective Setting			HR Line Management Induction	HR Line Management Induction Customer Services Awareness	Health, Safety, Fire Awareness & Infection Control	Universal: Basic Awareness to Safeguarding Children & Young People	Safe Moving & Handling		
16					Mental Health First Aid (Adults) Day 1 of 2	Safeguarding Adults Level 1 REFRESHER			Epilepsy Awareness		Appraisal Process	Safeguarding Adults Level 1 (PM)
17		Data Protection & Information Security	CIEH Food Hygiene Level 2		Mental Health First Aid (Adults) Day 2 of 2		IT E-Learning	RBWM Health & Safety Level 2 Customer Services Awareness				
18		Dealing with Difficult People			HR Line Manager Induction		Presentation Skills Workshop HR Line Manager Induction			Safe Moving & Handling		
19						Induction Meeting						
20			Emergency First Aid at Work	Safeguarding Adults Level 1 Induction Meeting						Safeguarding Adults Level 1 REFRESHER (AM)		Appraisal Process
21	Democratic Report Process						Safeguarding Adults Level 1					Dealing with Difficult People
22						Train the Trainer		RBWM Health & Safety Level 3			CIEH Food Hygiene Level 2	
23		Induction Meeting Objective Setting	Safe Moving & Handling		CIEH Food Hygiene Level 2							Safeguarding Adults Level 1 REFRESHER
24			Safe Moving & Handling							Emergency First Aid at Work	Appraisal Process	Epilepsy Awareness
25				Basic Awareness to Safeguarding Children & Young People	IT E-Learning		Safe Moving & Handling				Appraisal Process	
26		Objective Setting					CIEH Food Hygiene Level 2			Customer Services Awareness		
27	Data Protection & Information Security	Objective Setting				Emergency First Aid at Work Day 1 - First Aid at Work (3 Day)						
28						Day 2 - First Aid at Work (3 Day)						
29			Safeguarding Adults Level 1			Day 3 - First Aid at Work (3 Day)						
30						IT E-Learning						
31		Objective Setting										