

NHS Derby and Derbyshire Integrated Care Board Safeguarding Children Training Programme 2025 - 26



VERSION CONTROL

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| Title: | NHS Derby and Derbyshire Integrated Care Board Safeguarding Children Training Programme |
| Supersedes: | NHS Derby and Derbyshire CCG's Safeguarding Children Training Programme |
| Description of Amendment(s): | Versions 2 |
| Financial Implications: | N/A |
| Policy Area: | Nursing & Quality – Safeguarding |
| Version No: | Version 1 |
| Author: | Assistant Director for Safeguarding Children Lead Designated Nurse for Safeguarding Children |
| Approved by: | Safeguarding Children, Looked After Children and Safeguarding Adults Collaboration Meeting |
| Effective Date: | April 2024 |
| Review Date: | March 2025 |
| List of Referenced Policies: | N/A |
| Key Words section (metadata for search facility online): | Safeguarding Children Training Strategy Looked After Children |
| Reference Number: | NQ14 |
| Target Audience: | ICB approved policies apply to all employees, contractors, volunteers, and others working with the ICB in any capacity. Compliance with ICB policy is a formal contractual requirement and failure to comply with the policy, including any arrangements which are put in place under it, will be investigated and may lead to disciplinary action being taken. |

Welcome to the NHS Derby and Derbyshire Integrated Care Board Safeguarding Children Training Programme for April 2025 – March 2026

Safeguarding and promoting the well-being of children and young people is everybody's business.

1. INTRODUCTION:

NHS Derby and Derbyshire Integrated Care Board (ICB) have set out a training programme to encourage all staff to attend a safeguarding children training session in order to promote shared knowledge, skills, values, procedures and practice and to meet the statutory requirements as outlined in the Intercollegiate document (2019) Safeguarding Children and Young People roles and competences for Healthcare Staff.

The range of training will be delivered by:

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| Dr Jeremy Gibson | Named GP |
| Dr Ruth Bentley | Named GP |
| Dr Sandra Ives | Named GP |
| Dr Lindsay Lewis | Designated Dr for Safeguarding Children |
| Michelina Racioppi | Assistant Director for Safeguarding children/Lead Designated Nurse for Safeguarding Children |
| Juanita Murray | Designated Nurse for Safeguarding Children |

The safeguarding team aims to deliver high quality training that meets the needs of a variety of practitioners. In addition, the team will try to respond positively to training requests that require a locality or team approach.

Because we value your feedback, we will always evaluate every training session carried out and where possible incorporate suggestions for improvement.

Certificates of attendance will be available on completion of the training and will be sent to you electronically.

Managers have the responsibility to ensure that all staff attend relevant training to meet their needs as specified in the Intercollegiate Document (2019) Safeguarding Children and Young People - Roles and competences for Healthcare Staff

Please note:

If you are unable to attend training that you have booked on, please arrange for another member of staff to attend so all places are filled.

2. THE STRUCTURE OF TRAINING:

Our safeguarding children training for 2025-2026 will be delivered via Microsoft Teams.

Training needs to be flexible, encompassing different learning styles and opportunities and all staff should receive refresher training every 3 years as a minimum. This may change when the new intercollegiate document has been published.

Those leading and providing multi-disciplinary and inter-agency training must demonstrate knowledge of the context of health participant's work, provide evidence to ensure the content is approved and considered appropriate against the relevant level, delivered by a registered health care worker, who has qualifications and/or experience relevant to safeguarding and the delivery of training. The trainer should be able to tailor training sessions to the specific roles and needs of different professional groups at each level.

A wide range of free multi-agency safeguarding children training is available via the Derby and Derbyshire Safeguarding Children Partnership website www.ddscp.org.uk and click on training.

NHS E-learning safeguarding children level 1 and 2 training is also available for staff to access via ESR Training.

Safeguarding training should be “refreshed every TWO years for those with designated safeguarding role/responsibility and every THREE for everyone else working with children and young people”. Staff can access training from a wide variety of sources rather than repeating the same method to complete their training. CQC and other inspecting /regulatory bodies look favourably on training records that show progression rather than repetition of the basics.

3. WHO REQUIRES TRAINING?

Everyone who comes into contact with children and families has a role to play and has a responsibility for keeping them safe. (Working Together to Safeguard Children 2023).

The learning outcomes contained in the Intercollegiate Document (2019) describe what an individual should know, understand, or be able to do as a result of training and learning.

All Health Staff – minimum training requirement

A mandatory session of at least 30 minutes duration should be included in the general staff induction programme or within 6 weeks of taking up post within a new organisation. This should provide key safeguarding protection information, including vulnerable groups, the different forms of child maltreatment and appropriate action to take if there are concerns.

The mandatory induction session is separate and a pre-cursor to level 1 training although many may choose to incorporate this within a level 1 training package.

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| <p>Level 1 (Non-Clinical) All staff including non-clinical, Managers and staff working in healthcare services, and volunteers.</p> | <p>This training is appropriate for staff such as, receptionists, administrative, community pharmacist counter staff and maintenance staff, including those non-clinical staff working for independent contractors (such as GPs, optometrists, contact lens and dispensing opticians, dentists and pharmacists) within the NHS, as well as volunteers across healthcare services.</p> <p>Over a three-year period, staff at level 1 should receive refresher training equivalent to a minimum of 2 hours. This may change following the publication of the new intercollegiate document.</p> |
| <p>Level 2 Safeguarding Children Receptionists and reception managers, phlebotomists, and allied healthcare practitioners.</p> | <p>This is for non-clinical and clinical staff who, in their role have contact (however small) with children, young people and/or parents/carers or adults who may pose a risk to children.</p> <p>The minimum level that should apply to pharmacists (including technicians) is level 2. Those pharmacists undertaking professional care activities and services in care homes, urgent and emergency care settings, GP practices and out of hour's services require level 3 competency.</p> <p>Please note that Medicines Order Line operatives and GP receptionists will also require Level 2 training.</p> <p>Over a three-year period, professionals at level 2 should receive refresher training equivalent to a minimum of four hours. This may change following the publication of the new intercollegiate document.</p> <p>Training at level 2 will include the update and training required at level 1 and will negate the need to undertake refresher training at level 1 in addition to level 2.</p> <p>Level 2 training can also be completed on-line via the ICB ESR e-learning module.</p> |
| <p>Level 3 GP's, Nurse Practitioners Practice Nurses /Specialist Nurses (including mental health nurses in primary care).</p> | <p>This is training is for all clinical staff working with children, young people and/or:</p> <ul style="list-style-type: none"> • their parents/carers; and/or • any adult who could pose a risk to children; and • who could potentially contribute to assessing, planning, intervening and/or evaluating the needs of a child or young person and/or parenting capacity (regardless of whether there have been previously identified child protection/safeguarding concerns or not). <p>Over a three-year period, professionals should be able to demonstrate refresher education, training and learning equivalent to:</p> <ul style="list-style-type: none"> • a minimum of eight hours for those requiring Level 3 core knowledge, skills and competencies; • a minimum of 12-16 hours for those requiring role specific additional knowledge, skills and competencies; |

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| | <ul style="list-style-type: none"> training at level 3 will include the training required at level 1 and 2 and will negate the need to undertake refresher training at levels 1 and 2 in addition to level 3. |
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Any staff member from GP Practices requiring advice on which Level to undertake please consult Safeguarding Children and Young People: Roles and Responsibilities for Healthcare Staff 2019 – found [here](#) and if necessary email the Named GPs who will be happy to answer your queries:

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| Dr Ruth Bentley | ruth.bentley@nhs.net (Derbyshire) |
| Dr Sandra Ives | sandra.ives4@nhs.net (Derbyshire) |
| Dr Jeremy Gibson | jeremy.gibson@nhs.net (Derby/Derbyshire) |

Please ensure staff attend the correct training for their role. For example, administrative staff need not attend Level 3 training. Thank you for carefully checking what is required for your staff before booking.

4. CANCELLATION POLICY:

It is essential that staff inform the training administrator of any cancellations in advance of the course start date, so we are aware of who is attending.

5. E- LEARNING:

LEVEL 1 SAFEGUARDING CHILDREN training can also be accessed via the E-Learning modules via ESR.

Or, to access the Derby and Derbyshire Safeguarding Children Partnership (DDSCP) E-learning and other Multiagency courses please see the training courses and events page at www.ddscp.org.uk and click on training courses.

6. LEVEL 2 SAFEGUARDING CHILDREN TRAINING FOR CLINICAL AND NON-CLINICAL STAFF

For ICB Medicines Management staff and other clinical / nonclinical staff within the ICB who are required to complete Level 2 safeguarding children training - **this course can be delivered internally at the ICB, provided there are sufficient numbers of staff.**

Alternatively - Please access level 2 via ESR or book on one of the Derby and Derbyshire Safeguarding Children Partnership courses that can be accessed via: www.ddscp.org.uk

7. LEVEL 3 SAFEGUARDING CHILDREN TRAINING FOR GP'S/ANP'S/PRACTICE NURSES/ PHARMACISTS/PARAMEDICS

| The training sessions below will include 3 hours of bespoke Safeguarding Children Training. Certificates will be e-mailed to participants after the event. | | | |
|--|--------------|-----------------------|---------|
| Date | Time | Topics covered. | |
| 14.5.25 | 13.30 -16.30 | Core Level 3 training | MSTeams |
| 18.6.25 | 13.30 -16.30 | Core Level 3 training | MSTeams |
| 9.7.25 | 13.30 -16.30 | Core Level 3 training | MSTeams |
| 17.9.25 | 13.30 -16.30 | Core Level 3 training | MSTeams |
| 8.10.25 | 13.30 -16.30 | Core Level 3 training | MSTeams |
| 12.11. 25 | 13.30 -16.30 | Core Level 3 training | MSTeams |
| 14.01.26 | 13.30 -16.30 | Core Level 3 training | MSTeams |
| 11.2.26 | 13.30 -16.30 | Core Level 3 training | MSTeams |
| 18.3.26 | 13.30 -16.30 | Core Level 3 training | MSTeams |

To book any of the above dates please contact mobile Catherine McMenamin by e-mail: cmcmenamin@nhs.net or phone: 0746957431.

Staff should only attend if their place has been confirmed.

Staff can attend any training session across Derby and Derbyshire depending on availability of places.

If there are low numbers booked onto a training course, it may need to be cancelled and staff asked to attend another date.

8. OTHER SOURCES OF TRAINING:

***PLEASE NOTE: THERE IS AN EXPECTATION THAT GP PRACTICE ADMINISTRATIVE STAFF, HCA'S, AND PHLEBOTOMISTS ARE TRAINED IN HOUSE BY THE PRACTICE SAFEGUARDING LEAD OR COMPLETE ONLINE TRAINING. PLEASE CONTACT THE NAMED GP TEAM FOR TRAINING MATERIALS IF REQUIRED.**

Derby and Derbyshire Safeguarding Children Partnership has developed a range of training courses/resources such as podcasts and films that you are able to access.

Training is now available on the Derby and Derbyshire Safeguarding Partnership website <https://www.ddscp.org.uk/training>. Details of how-to book are available on this website. If you have any queries in relation to Multiagency safeguarding children training, please contact Derby and Derbyshire Children's Safeguarding Partnership on 01332 642351 or email on DDSCPtraining@derby.gov.uk

Blue Stream Academy (E-learning for Healthcare) training can be accessed via: <https://www.e-lfh.org.uk/programmes/safeguarding-children/>

Resources for Safeguarding Children: Prevent – e-learning can be accessed via: <https://www.elearning.prevent.homeoffice.gov.uk>

9. SAFEGUARDING CHILDREN GP LEADS MEETINGS.

Please find below the dates the Safeguarding Children GP leads meetings for the City and County for 2025-2026. These sessions will be led by the Named GPs for safeguarding Children.

The meetings in the county will be held once per quarter for an hour. If we have a guest speaker, we will endeavour to record the session to share with the safeguarding children leads. Attendance is still expected.

| Dates for safeguarding children GP leads meeting City and County | | | | |
|--|---------------|-----------------------------|---------|-------|
| Derby City dates | | | | |
| Date | Time | Topic | Venue | Level |
| 4 June 25 | 1:30 - 3:00pm | TBC | MSTeams | 3 |
| 10 Sept 25 | 1:30 - 3:00pm | TBC | MSTeams | 3 |
| 10 Dec 25 | 1:30 - 3:00pm | TBC | MSTeams | 3 |
| 4 March 26 | 1:30 - 3:00pm | TBC | MSTeams | 3 |
| Derbyshire County dates | | | | |
| Date | Time | Topic | Venue | Level |
| 22.4.25 | 12.30 - 13.30 | Locality strategy meetings. | MSTeams | 3 |

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| 17.7.25 | 12.30 - 13.30 | TBC | MSTeams | 3 |
| 21.10.25 | 12.30 - 13.30 | TBC | MSTeams | 3 |
| 29.1.26 | 12.30 - 13.30 | TBC | MSTeams | 3 |

10. SAFEGUARDING DROP-IN SESSIONS.

In addition to the safeguarding GP leads meetings, the ICB safeguarding team are going to offer a drop-in service once a month on the fourth Thursday of the month (omitting December).

Dr Ruth Bentley now has a role in both children and adults' teams and will be available on an MS Teams meeting link for an hour from **12.30-13.30**.

The joining links for these drop-in sessions will be sent out closer to the dates listed below.

If you have a query to raise or case to discuss anyone can join these drop-in sessions to have a discussion with the Named GP.

You are welcome to bring children and adult queries, and advice will be provided. If necessary, the wider team will be consulted and further advice emailed to you later.

The dates for the drop-in sessions are:

| Date | Time | Venue |
|-----------------|--------------------|----------------|
| 24.4.25 | 12.30-13.30 | MSTeams |
| 22.5.25 | 12.30-13.30 | MSTeams |
| 26.6.25 | 12.30-13.30 | MSTeams |
| 24.7.25 | 12.30-13.30 | MSTeams |
| 28.8.25 | 12.30-13.30 | MSTeams |
| 25.9.25 | 12.30-13.30 | MSTeams |
| 23.10.25 | 12.30-13.30 | MSTeams |
| 27.11.25 | 12.30-13.30 | MSTeams |
| 22.1.26 | 12.30-13.30 | MSTeams |
| 26.2.26 | 12.30-13.30 | MSTeams |
| 26.3.26 | 12.30-13.30 | MSTeams |

The children and adults team remain available for advice on the usual emails / phone numbers.

Advice is also available from the Named Nurses for Safeguarding Children and the Children's Social Care Professional advice lines.

Derby and Derbyshire
Safeguarding Children Training Programme 2025/ 2026

Please book a place by contacting Catherine McMenamin by e-mail
cmcmenamin@nhs.net or phone: mobile 07469 574319

