



CHILD PROTECTION TRAINING IN HIGHLAND: WHAT DO I NEED?

Please take a few minutes to read this guide, as it will help you and your manager identify the types of training you should be accessing.

Further information and details on how to book are available at:
<https://www.hcpc.scot/training/> Or email us: CP.Training@highland.gov.uk



Introduction

Everyone working with children, young people and families must work together to ensure the best outcomes are achieved. This includes:

- paid and unpaid staff/ volunteers working directly and indirectly with children and young people
- those working with family members such as parents /carers (including services which work exclusively with adults)
- those managing and supervising staff working with children, young people and/or family members
- those commissioning and monitoring services that support children, young people and adults

Child Protection National Learning and Development Framework 2012

Anyone who, as part of their job is likely to come into contact with children or their families should attend a **minimum** of one child protection training course in each 3 year period. This training should be undertaken as soon as possible upon employment but no more than six months after employment start date. ***It is the responsibility of practitioners and managers to ensure they have attended the training required for their role.*** Course certificate validation is 3 years but we strongly recommend that you refresh within this time period whenever possible.

Training is developed on a competency basis with 4 workforce groups namely:

- Wider Workforce
- General Workforce
- Specific Workforce
- Intensive Workforce

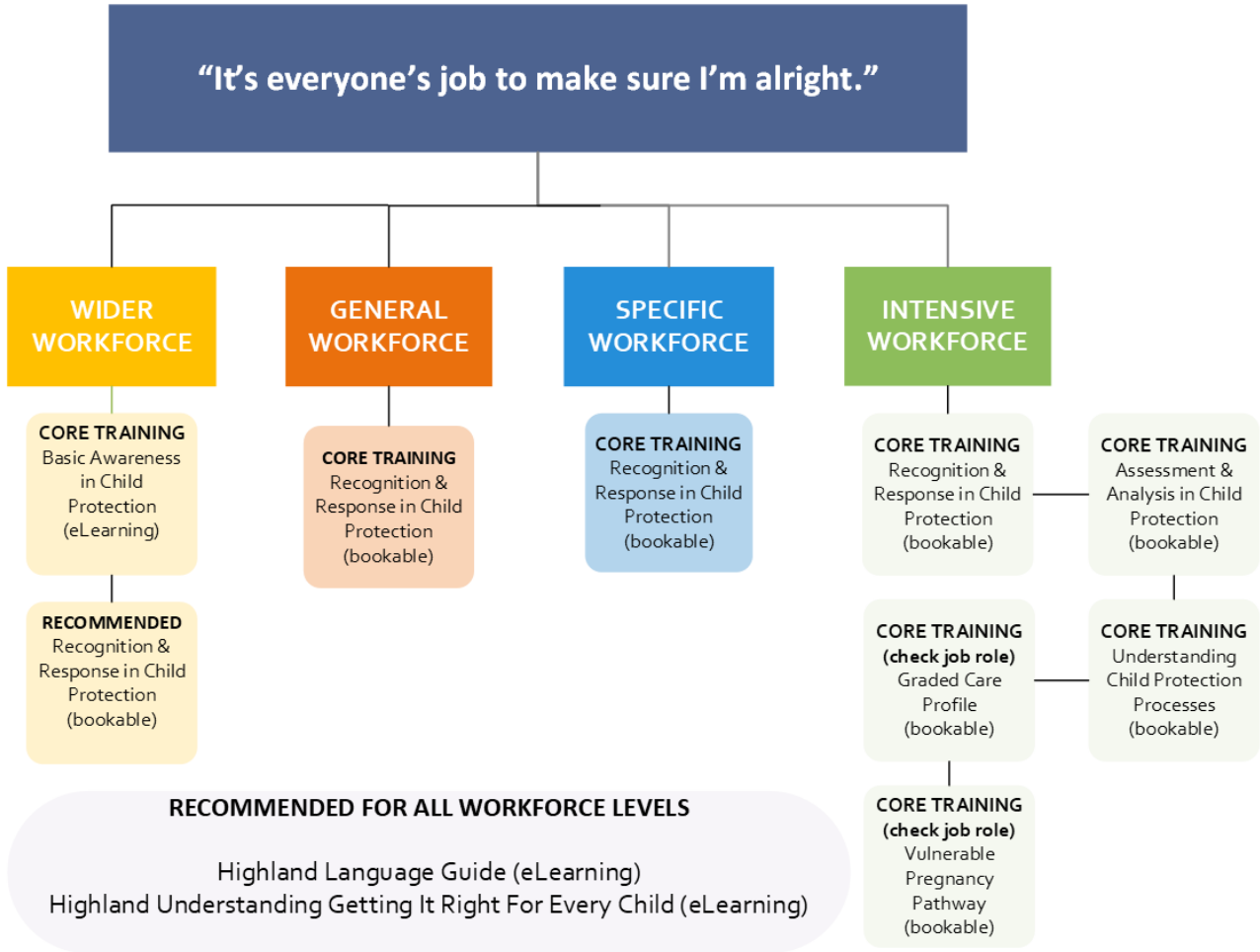


As a baseline, where workers cannot see which workforce group they fit into, they will at least be part of the Wider or General Workforces. (Scottish Government, 2024 p.10)



More detail on each workforce can be found here - [Workforce groups and key learning](#)

Core Training – Minimum Requirement for workforce operating in the HCPC area



Those in Intensive workforce are to attend **as a minimum** Recognition & Response in Child Protection plus additional courses relevant to specific job roles.

HPCP Trainer led courses available (*subject to trainer availability*):

General to Intensive Workforce	Recognition & Response in Child Protection
General to Intensive Workforce	HLH Recognition & Response (High Life Highland Staff & Volunteers only)
Specific to Intensive Workforce	Assessment & Analysis in Child Protection
Specific to Intensive Workforce	Understanding Child Protection Processes
Specific to Intensive Workforce	Graded Care Profile
Specific to Intensive Workforce	Child Protection & the unborn
Specific to Intensive Workforce	Harmful parent-child interactions (emotional abuse/emotional neglect)
Specific to Intensive Workforce	Trauma Informed Practice
Specific to Intensive Workforce	Childhood Adversity & Trauma

Course certificate validation is 3 years Highland CPC strongly recommend refresh within this time period whenever possible.

Additional courses are available on the training calendar such as Exploitation, Safe & Together and E-modules which are also available to support practice needs e.g. chronologies, think you know neglect, etc. please refer to the Highland CPC training page for more info.

Additional learning opportunities on a wide range of Child Protection Themes including relevant training provided by our partners are regularly updated on the Highland Child Protection Committee what's on link – <https://bit.ly/hpcwhatson>

Further guidance and support can be requested via email – CP.training@highland.gov.uk

In line with the *National Framework for Child Protection Learning and Development 2024*, practitioners should undertake training as follows:

For people who have minimal contact with children, young people or family members, we would recommend:

Wider workforce

- **Child Protection: Basic Awareness – Introduction to child protection e-module 1.0 hours**

Access e-module here: <https://calaelearning.co.uk>

This course provides an understanding of the terms Safeguarding and Child protection. Be more familiar with the signs, indicators and types of child abuse and neglect. Understand what is meant by 'it's everyone's responsibility to protect children' and 'Getting it Right For Every Child'

Those who have direct contact with children, young people or other family members (including those working in adult services) should attend (*as a minimum*):

General to Intensive Workforce

- **Recognition and Response in Child Protection – 2.5 hours**

This course takes a more in depth look at the different types of abuse and neglect, as well as giving participants information about managing disclosures and handling sensitive situations (course outcomes at the end of this guide)

Note: Staff *do not need* to attend the Basic Awareness course before attending Recognition and Response but should seek advice from managers about which is more suitable for their roles/responsibilities.

Staff who have regular contact with children and/or families, including those working within adult services

In particular those staff who:

- Have regular contact with vulnerable children and families
- Carry out direct work with children and families
- Contribute to assessments of children, including assessment of risk
- May be required to support the development and delivery of the Child's Plan
- Attend Child Protection Planning Meetings and/or supervise those who do
- Have specific responsibilities in regard to child protection (named person/lead professional roles)

CPC recommend:

Specific to Intensive Workforce

- **Assessment and Analysis in Child Protection - 3 HOUR COURSE plus 1 hour pre course tasks**

This course takes a more in depth look at the different types of abuse and neglect, as well as giving participants information about managing disclosures and handling sensitive situations. (course outcomes at the end of this guide)

Pre-requisites:

Staff must have completed "Recognition and Response in Child Protection" or "Child Protection Planning Process" within the past three years or have direct experience of working in the field of child protection.

Specific to Intensive Workforce

- **Understanding Child Protection Processes - 3 hour plus 30 mins pre course reading**

This course covers different processes within Child Protection; including the Inter-agency Referral Discussion and Joint Investigative Interview. (course outcomes at the end of this guide)

Pre-requisites:

Staff must have completed "Recognition and Response in Child Protection" or "Assessment and Analysis in Child Protection" within the past three years, or have direct experience of working in the field of child protection.

Graded Care Profile (GCP2) Training

Highland is licensed to use the Graded Care Profile tool to help practitioners assess and evidence neglect. Practitioners must attend the Graded Care Profile training to receive the toolkit. NB: This training includes a short assessment activity to ensure staff are competent and confident in using the toolkit.

This training is available for any professional who has direct contact with children and families, and access to the home environment (primarily health and social care staff).

Specific to Intensive Workforce: Graded Care Profile Training – 1 day face-to-face

Child Protection & the unborn

This training would benefit those working in health, social work, education, housing and third sector agencies who wish to expand their knowledge of the Vulnerable Pregnancy Pathway and risk assessment with unborn babies.

Specific to Intensive Workforce: Vulnerable Pregnancy Pathway Training – 2 hours online

E-learning

As basic fundamentals HCPC recommends the following eLearning

- [Highland Language Guide](#)
- [Understanding Getting It Right in Highland](#)

Highland Council & High Life Highland Employees can access these via [Traineasy](#) to record learning alongside accessing Prevent - Terrorism Awareness training. This briefing is available to all practitioners working in children and adult services and aims to provide attendees with an awareness and understanding of the PREVENT agenda and their role within it. In particular, it seeks to assist professionals in recognising potential risks and vulnerabilities which may increase the risks of individuals being persuaded by an extremist or terrorist ideology

The Highland Child Protection Committee have developed in partnership with the Care and Learning Alliance a range of E-learning modules which are available free of charge. No voucher codes are required to access these modules.

Basic Awareness in Child Protection (*currently under redesign ~ please utilise NES CP level 1 below in the interim*)

[Introduction to the National Guidance for Child protection \(Scotland\) 2021](#)

[Think you know about Neglect](#)

[Understanding the Child Plan](#)

[Introduction to Chronologies](#)

[Introduction to Child Sexual Exploitation](#)

[Children Affected by Parental Substance Misuse](#)

A wide variety of courses are also available to you, from NHS Education for Scotland (NES) using the TURAS system. When you first visit you will be required to set up your own account with a password. To set up your training account and access the booking system visit: <https://learn.nes.nhs.scot/>

Level 1 Child protection: practice level 1 [informed]

Level 2 Child protection: practice level 2 [skilled]

The TURAS system also offers a professional portfolio section, you may wish to upload certificates on completion of our courses to your training account for safekeeping.

Recognition & Response in Child Protection – Specific to Intensive Workforce

2 HOUR COURSE

Please note this Course is delivered online via Microsoft Teams.

This training is designed for staff who have regular contact with children and/or families, including those working within adult services. This course takes a more in depth look at the different types of abuse and neglect, as well as giving participants information about managing disclosures and handling sensitive situations.

What can I expect from this training?

By the end of this training, staff should:

- Be able to identify types of abuse and neglect
- Recognise specific vulnerabilities in children and young people
- Be confident in sharing concerns about children
- Know their roles and responsibilities in relation to child protection

Who should attend?

All staff who have regular contact with children and young people and/or their family members should attend this training.

In particular those staff who:

- Have regular contact with vulnerable children and families
- Carry out direct work with children and families

- Contribute to assessments of children, including assessment of risk
- May be required to support the development and delivery of the Child's Plan
- Have specific responsibilities in regard to child protection

Trauma informed practice – Specific to Intensive Workforce

2 HOUR COURSE

Please note this Course is delivered online via Google Meet – it is not necessary to have an account to join.

This training is designed for staff who have regular contact with children and/or families, including those working within adult services, or those who manage them.

The course covers the content of the first level of the National Psychological Trauma Training plan. Content is adjusted according to the particular group attending to ensure it is relevant for their particular service context, and the Practice Model is used as a framework throughout.

It is also a foundation for more advanced learning. On the CPC calendar this is available as a two part course – Simple & Complex Trauma, and ACEs and Developmental Trauma. These cover the knowledge parts of levels 2 and 3 of the national plan.

What can I expect from this training?

By the end of this training, staff should:

- Know how common trauma is and understand different types of trauma and their impact
- Understand how people with traumatic memories experience situations, including how children of different ages present
- Know how to respond to a known traumatic event, or to help people with the consequences of trauma even when the history is unknown
- Connect trauma informed practice to their core roles and to the Practice Model
- Have some ideas for self-care and reducing the impact of vicarious trauma

Who should attend?

All staff who have regular contact with children and young people and/or their family members should attend this training.

In particular those staff who:

- Have day to day contact with children of any age and families

- Carry out direct or indirect work with children and families
- Provide specialist advice to those who work with children or families
- Manage services that work with children and families
- Develop policy and practice in organisations across the CPC partnership

Assessment and Analysis in Child Protection – Specific to Intensive Workforce

3 HOUR COURSE plus 1 hour pre course tasks

This training is designed for staff who have regular contact with children and/or families, including those working within adult services. This course takes a more in depth look at the different types of abuse and neglect, as well as giving participants information about managing disclosures and handling sensitive situations.

What can I expect from this training?

By the end of this training, staff should:

- Understand the importance of relating practice to theory and research.
- Understand the initial assessments within Highland Practice Guidance.
- Recognise the “3 staged approach” to risk from the National Risk Framework.
- Consider different methods of collecting and collating information around children and their family.
- Recognise that analysis is a key activity in assessment.
- Be able to discern from analysis, what to do in order to protect and promote the welfare of children, including those who are suffering, or at risk of suffering, significant harm.
- To recognise some of the key pitfalls in child protection procedures

Who should attend?

All staff who have regular contact with children and young people and/or their family members, should attend this training.

In particular those staff who:

- Have regular contact with vulnerable children and families
- Carry out direct work with children and families
- Contribute to assessments of children, including assessment of risk
- May be required to support the development and delivery of the Child’s Plan
- Have specific responsibilities in regard to child protection

Pre-requisites:

Staff must have completed “Recognition and Response in Child Protection” or “Child Protection Planning Process” within the past three years, or have direct experience of working in the field of child protection.

Understanding Child Protection Processes – Specific to Intensive Workforce

3 HOUR COURSE plus 30 mins pre course reading

This training is designed for staff from all agencies who have regular contact with children and/or families, including those working within adult services. This course covers different processes within Child Protection; including the Inter-agency Referral Discussion and Joint Investigative Interview. Participants will follow a case study through an Initial Child Protection Planning Meeting with groupwork focussing on analysis and formulating an Action Plan. The training introduces the role of the Children's Reporter and statutory measures of care.

What can I expect from this training?

By the end of this training, staff should:

- Understand the purpose and process of Inter-agency Referral Discussions and Joint Investigative Interviews.
- Understand the purpose and agenda of a Child Protection Planning Meeting.
- Understand how evidence is gathered to assess significant risk of harm, analyse information and develop an Action Plan to reduce or eliminate risk.
- Recognise the importance of gaining the child/ young person's voice in Child Protection proceedings and the rights of children/young people and their parents/ carers.
- Gain practical experience of using the risk and resilience indicators in the National Risk Assessment Framework.
- Recognise some of the key pitfalls in Child Protection work and how to avoid them.
- Understand the role of the Children's Reporter as gatekeeper to the Child's Hearing System.

Who should attend?

All staff who have regular contact with children and young people and/or their family members should attend this training.

In particular those staff who:

- Have regular contact with vulnerable children and families

- Carry out direct work with children and families
- Contribute to assessments of children, including assessment of risk
- Attend Child Protection Planning Meetings and/ or supervise those who do
- Have specific responsibilities in regard to child protection

Pre-requisites:

Staff must have completed “Recognition and Response in Child Protection” or “Assessment and Analysis in Child Protection” within the past three years, or have direct experience of working in the field of child protection.

Online Training for Vulnerable Pregnancy – Specific to Intensive Workforce

2 HOUR COURSE

This training would benefit those working in health, social work, education, housing and third sector agencies who wish to expand their knowledge of the Vulnerable Pregnancy Pathway and risk assessment with unborn babies.

Participants are advised to carefully read through each section in turn and consider the questions posed at the end of each section before moving on to the next one. To assist your assessment, we encourage you to utilise the tools you have been sent from the National Risk Framework (2012). In clinical practice, midwives will be using the Vulnerable Pregnancy pathway which we have included, ensuring non-midwifery staff have an understanding of the process used when providing care for women who may be vulnerable. We would encourage all practitioners to contribute to the discussions arising from each stage of the scenario and the questions posed at the end of each section.

What can I expect from this training?

By the end of this training session practitioners should:

- Be familiar with the assessment tools and processes used in vulnerable pregnancies including the Vulnerable Pregnancy Pathway (VPP) and National Risk Framework (2012)
- Reflect on their own practice when providing a service to pregnant women where there are child protection/ wellbeing concerns.
- Become more familiar with the issues to be considered at a Child Protection Plan Meeting (CPPM) for the unborn baby and understanding of your role within this.
- Develop an understanding of how agencies across the lifespan contribute to the assessment, analysis and planning for an unborn baby.
- Have had an opportunity to ask professionals from other disciplines about their practices and experiences when providing care or services to pregnant women and their partners.

Harmful Parent-Child Interactions (Emotional abuse/Emotional Neglect) – Specific to Intensive Workforce

3 HOUR COURSE

This training would benefit those working in health, social care, education, and 3rd sector agencies who have direct and regular contact with children and their families.

This is the **Specific to Intensive Workforce** (National Framework for Child Protection 2024) or those staff working at **levels 3-5** (Intercollegiate Document 2019).

What can I expect from this training?

This course is designed to help practitioners who are concerned about the emotional maltreatment of a child or young person. The course provides a framework to help staff to identify this type of abuse which is often unintentional. It assists with the appropriate vocabulary with which to record concerns within their agency assessment.

Pre-requisites:

Prior to attending the course; practitioners **must** be prepared to think about some of the families they work with where they suspect emotional maltreatment may be a feature and about whom they are happy to discuss (anonymously) in the training.

Graded Care Profile 2 – Specific to Intensive Workforce

4 HOUR COURSE

About the Training

Graded Care Profile 2 is an assessment tool that measures the quality of care being given to a child. The tool helps professionals identify signs of neglect and areas where a family may need additional help and support.

In order to become licensed to use the tool, practitioners must attend this training.

The training is a 4 hour online course via MST that helps practitioners familiarise themselves with the GCP2 and have an opportunity to practice using the tool.

Pre-requisites

Practitioners must have attended core child protection training within the last 3 years (Developing Competence in Child Protection or equivalent).

Who should attend?

This training is for key professionals who have regular and direct contact with children and families.

These professionals include

- Practice Leads,
- Social Workers,
- Health Visitors,
- Head Teachers/Deputes/Guidance Staff,
- Children's Service Workers/Community Children's Workers
- Early Years Practitioners.

Although not an exclusive list, these groups will be given priority places.

Trauma informed practice – Specific to Intensive Workforce

*4 HOUR COURSE – delivered in **two** 2 hour sessions*

Please note this Course is delivered online via Google Meet – it is not necessary to have an account to join.

This training is designed for staff who have regular contact with children and/or families, including those working within adult services, or those who manage them. Attendees need to have done suitable trauma awareness course as a foundation – either the Level 2 course in this calendar, or an equivalent such as the NES online training.

The course covers the content of the second and third level of the National Psychological Trauma Training plan. Content is adjusted according to the particular group attending to ensure it is relevant for their particular service context, and the Practice Model is used as a framework throughout.

Session One provides in depth coverage of Simple and Complex trauma, with the short and long-term consequences for how people experience situations and cope with them. Tools and approaches for understanding and helping are covered in depth. Session Two covers Adverse Childhood Experiences and Developmental trauma, whereby sufficiently early or repeated adversity influences brain development with far reaching impacts on health, learning, behaviour and well-being. The emphasis is on how the latest research shows that we can all be powerful in helping reduce these impacts, whatever our role.

Each session is self-contained and they can be attended in any order.

What can I expect from this training?

By the end of this training, staff should:

- Know about the range of adverse experiences that can affect children's well-being from pre-birth to teenage
- Recognise the kinds of issues that children or parents who have traumatic memories can present with, and how to assess and address these in their settings
- Understand how adverse childhood experiences affect development, learning, behaviour and health and what this looks like in different contexts, such as home, school or community.
- Have clear ideas how, in their role, they can reduce or prevent the impacts of adverse childhood experiences
- Understand the roles of other staff, agencies and services, and how to work together using a common language
- Be confident in applying knowledge about trauma and adverse childhood experiences to joint planning for children

- Have a simple framework, based on SHANARRI, for communicating about adversity and trauma safely and clearly to young people and families

Who should attend?

All staff who have regular contact with children and young people and/or their family members should attend this training. They need to have previously attended a more basic trauma awareness course, such as the Level 2 course in the CPC calendar or equivalents such as the NES online training.