

# FOSTER CARERS TRAINING HANDBOOK 2018



*To ensure children across Dorset are safe, healthy, independent and prosperous.*

## **Welcome**

Dorset County Council is committed to improving outcomes for children & young people.

Foster Carers support some of our most vulnerable children and young people and we know play a vital role a child's life. As such, we aim to provide training opportunities to enable you to reach the standards expected of you professionally as approved carers. This will enhance and develop your skills and knowledge within your role and help to ensure the best outcomes for Dorset's children and young people.

Our training programmes are open to all Foster Carers including Connected Persons.

We hope you find the training enjoyable, inspiring and relevant and that it equips you to face the challenges of caring for and improving the outcomes for our children and young people.

Charlotte Snell  
Learning & Development Advisor  
Learning and Development Team

Learning & Development Team  
Email: [LandDChildrensServices@dorsetcc.gov.uk](mailto:LandDChildrensServices@dorsetcc.gov.uk)  
Telephone: 01305 224542

### **Classroom Training and Workshops**

This includes formal training sessions with other foster carers provided by the Learning & Development Team or Local Safeguarding Board. These can be booked via

[www.dorsetnexus.org.uk](http://www.dorsetnexus.org.uk)

If you don't have a Nexus Account, please contact the Learning & Development Team on 01305224542 or email [LandDChildrensServices@dorsetcc.gov.uk](mailto:LandDChildrensServices@dorsetcc.gov.uk)

Every foster carer or connected person required their own personal login.

### **Online training**

Online learning courses are a great way to access information on a subject area at a time that is convenient for you. Courses are regularly updated and you can print out a certificate for your portfolio for each course you complete.

<https://www.dorsetlearningonline.org.uk>

If you don't have a Learning Online account, please contact the Dorset Learning Online Team on: [learningonline@dorsetcc.gov.uk](mailto:learningonline@dorsetcc.gov.uk) – please email them to state you are a foster carer with your name, email address and social worker contact details and they will set you up an account with instructions on how to use.

For example list of online learning courses please go to the back of this handbook.

### **Cost of training:**

Where possible, we provide training free of charge to Foster Carers.

With this in mind, we remind foster carers of the importance of attending all the sessions you book, so as not waste a valuable space.

We aim to arrange training at times that fit in with your child care responsibilities, but due to the nature of certain courses this is not always possible, such as with an accredited programme it may be they have to be set hours for delivery. However should you have particular needs around attending a session, please contact the Learning and Development Team.

### **Course Feedback:**

When you complete a training course, we will email you a short evaluation survey to complete. Please complete this form to let us know what you thought of the training and if it supported you in supporting your child. We aim to email out the survey within 14 days of the course taking place. You can equally email us directly with your feedback, please contact Charlotte Snell Learning & Development Advisor [c.snell@dorsetcc.gov.uk](mailto:c.snell@dorsetcc.gov.uk) 01305 228639

### Mandatory Training

The management team have put together a list of training they deem as Mandatory for foster carers. If you click course title, it should direct you to further information.

If you have been a foster carer for more than 3 years, but have yet to complete any of the training deemed mandatory in the table below, you will be expected to also complete this training to ensure your knowledge and skills are up to date with current practice. Please discuss your needs with your social worker.

Subject	New Foster Carers within their First Year	Foster Carers within their first 3 years
<a href="#">Administration of Medication</a>	X	
<a href="#">Child Sexual Exploitation</a>	X	
<a href="#">FGM (Female Genital Mutilation)</a>		X
<a href="#">First Aid for Foster Carers</a>	X	
<a href="#">Great Behaviour Breakdown</a>		X
<a href="#">Internet Safety for Foster Carers</a>	X	
Letting Go – Coming Soon!		X
<a href="#">Managing Allegations in Foster Care</a>		X
<a href="#">Positive Behaviour Support</a>		X
<a href="#">Nurturing &amp; Attachment</a>	X	
<a href="#">Prevent – Counter Terrorism Training</a>	X	
<a href="#">Safeguarding Children Level 3 (2 Day)</a>	X	
<a href="#">Safeguarding Refresher for Foster Carers</a>		X
<a href="#">Safer Fostering at Home</a>		X
<a href="#">Youth Mental Health First Aid</a>		X

#### Continual Development:

Further training courses are arranged throughout the year to support with continuous development. These vary each year and cover a wide range of topic areas. These will be emailed out when they become available or need identified by the social worker and yourself. Examples may include:

- Moving and Assisting of People
- Substance Abuse
- Neonatal-abstinence-syndrome
- Child Development
- Child Sexual Abuse
- Distance Learning Qualifications

#### **Please note:**

Foster Carers are required to keep a portfolio of training records, that include certificates of attendance or completions.

It is recommended that after attending a course, carers keep a reflective log of what they have learnt since attending the training.

Your training portfolio can be a hard copy file or stored electronically but must be made available upon request for Ofsted or for your Social Worker if required.



## Level 3 Safeguarding Children Course (2 Day)

### Outline

This two day Multi-Agency training will equip practitioners to address safeguarding concerns in their work with children and young people.

### Description

This is a two day course aiming to raise awareness of child protection procedures, which is Multi Agency; for all agencies in child care, early year's settings, child health and mental health.

Participants will be provided with knowledge to enable them to undertake the safeguarding role within their workplace.

A Paediatrician, Social Worker and a representative from Dorset Police are contributors to this training.

### To Book:

Login into NEXUS, click the training tab at the top of the screen and type the full name of the course in the search box.

Date	Venue
06 Jun 2018 09:30 - 16:30	Riviera Hotel, Bournemouth
21 Jun 2018 09:30 - 16:30	George Albert Hotel, Dorchester
09 Jul 2018 09:30 - 16:30	Cobham Sports and Social Club Wimborne
12 Jul 2018 09:30 - 16:30	Riviera Hotel, Bournemouth
06 Sep 2018 09:30 - 16:30	George Albert Hotel - Dorchester
13 Sep 2018 09:30 - 16:30	Cobham Sports and Social Club Wimborne
27 Sep 2018 09:30 - 16:30	The Orangery, Merley Lane, Wimborne
01 Oct 2018 09:30 - 16:30	George Albert Hotel - Dorchester
18 Oct 2018 09:30 - 16:30	Cobham Sports and Social Club Wimborne
30 Oct 2018 09:30 - 16:30	Riviera Hotel, Bournemouth
06 Nov 2018 09:30 - 16:30	Cobham Sports and Social Club Wimborne
08 Nov 2018 09:30 - 16:30	George Albert Hotel - Dorchester
20 Nov 2018 09:30 - 16:30	Riviera Hotel, Bournemouth
04 Dec 2018 09:30 - 16:30	Cobham Sports and Social Club, Wimborne
05 Dec 2018 09:30 - 16:30	George Albert Hotel - Dorchester
08 Jan 2019 09:30 - 16:30	Cobham Sports and Social Club Wimborne



## Safeguarding Refresher for Foster Carers

### Outline

To help foster carers work effectively as part of the fostering team in all issues of child safeguarding.

### Description

Have an improved understanding of:

- Signs and indicators of abuse
- Understand local safeguarding procedures
- What to do if they are concerned about abuse
- Be clear about sharing information with others
- Have developed confidence in dealing with child protection issues appropriately

### Booking Information

Refreshments (tea, coffee) will be available throughout the session. Lunch is not provided.

Safeguarding Refresher should be completed every 3 years.

### To Book:

Login into NEXUS, click the training tab at the top of the screen and type the full name of the course in the search box.

27 Jun 2018	10:30 - 14:30	Dorset Youth Association, Dorchester, DT1 1QL
09 Oct 2018	10:30 - 14:30	Merley House, Merley House, Wimborne, BH21 3AA



## Medication Training for Foster Carers & Fostering Social Workers

### Outline

To enable Foster Carers to administer medicines or support young people with their medicines in line with best practice guidelines.

### Description

- Storage, Recording and Administration
- Disposal
- Covert administration
- Self-administration
- Non-prescribed medicines
- The importance of dose timings
- How to use eye drops, patches, inhalers, creams etc.
- Understanding dosage instructions
- Basic hygiene when administering medicines
- Reporting refusals, side effects and errors
- Expiry dates
- Legal issues

### Booking Information

Refreshments (tea, coffee) will be available throughout the sessions. Lunch is not provided.

### To Book:

Login into NEXUS, click the training tab at the top of the screen and type the full name of the course in the search box.

13 Jun 2018	10:00 - 14:30	Merley House, Merley House, Wimborne, BH21 3AA
19 Sep 2018	10:00 - 14:30	Relate Building, 2 Poundbury Business Centre, Poundbury, Dorchester, DT1 3WA
12 Oct 2018	10:00 - 14:30	The Grange Hotel, Osborne, Sherborne

## First Aid for Foster Carers



### Outline

This course enables Foster Carers to gain the basic awareness in First Aid for Children & Young People they support.

### Description

Gain the basic skills and knowledge required to support in child and young person in an emergency situation before medical assistance arrives. This will also cover some essential first aid skills that may be required in regard to accidents and medical conditions.

### Outcomes

- CPR - Paediatrics & Adults
- Emergency choking - Paediatrics & Adults
- Emergency Care for Accidents- managing bleeds, broken bones, eye injury and burns
- Emergency Care for conditions - Asthma, Diabetes, Anaphylaxis and Seizures
- Dealing with Shock

### Booking Information

You must wear sensible clothing, as there are practical elements to this course. You must declare if you have any medical conditions to the trainer on the day or contact the L&D team prior to attending, to ensure training can be adapted to meet your needs and avoid further injury.

Refreshments (tea, coffee) will be available throughout the session, please provide your own lunch.

### To Book:

Login into NEXUS, click the training tab at the top of the screen and type the full name of the course in the search box.

16 May 2018	10:00 - 15:00	Dorset Youth Association, Dorchester, DT1 1QL
New Date TBC	-	-



## The Great Behaviour Breakdown for Foster Carers & Fostering Social Workers

### Outline

This 2-day course is a ground-breaking parenting approach that has helped even the most difficult of family situations find stability and healing.

### Day 1

- To understand the strength of conditioned patterns and beliefs and how they influence how we parent.
- To learn what it means to be present and regulated with a child and how this helps to shift a dys-regulated child into a state of regulation (positive feedback loop).
- To distinguish the difference between control and influence.
- To understand what it means to have a small window of stress tolerance and how to increase your window (and your child's window) of stress tolerance.
- To begin to understand how the key principles of the stress model are applied to parenting.
- To understand the relationship between trauma, stress and the brain.
- To understand how children's behaviour can be re-enactments of past trauma and how your child's behaviour can trigger your own stress responses.
- To help parents identify ways to resource themselves through managing their own stress and through self-care.

### Day 2

- To equip parents to see and respond to the emotions and feelings behind the behaviour and to calm the child's stress
- To understand that defiance and aggression are responses to feeling threatened and overwhelmed by fear.
- To understand that all challenging behaviours are fear-based, triggered when feeling stressed or threatened.
- To understand that transitions can be very frightening for children and learn some strategies for you and your children to manage transitions such as bed-times, bath times and going to school.
- To equip parents to identify their own fear reactions when children are acting out or aggressive.
- To identify techniques that can be used to create safety for parent and child and decrease the creation of more stress and aggression.

## To Book:

Login into NEXUS, click the training tab at the top of the screen and type the name of the course in the search box.

28-29 Sep 2018	09:30 - 15:30	Merley House, Merley House, Wimborne, BH21 3AA
----------------	---------------	---





## Safer Fostering at Home

### Outline

This 1-day course comes following the success and positive feedback received from a similar programme that is delivered to Shared Lives Carers who provide support to adults within their own home who need the help and to maximise their potential. The course focuses on you as the foster carer and how you can ensure your home environment and the ways you go about everyday tasks is safe, supporting your own wellbeing as well as ensuring a safe environment for child or young person/s you support.

### Description

- Introduction to Health and Safety at Home
- Basic Food Hygiene
- Fire Safety at Home
- Manual Handling & Back Care

### To Book:

Login into NEXUS, click the training tab at the top of the screen and type the name of the course in the search box.

DATES: To be released soon.



## Internet Safety for Foster Carers

### Outline

Children learn through exploration and natural curiosity and the internet can be a wonderful educational tool. However, there are risks in the virtual world as well as the real world and our children need to be protected from everyday dangers – and that includes going online.

### Description

- What are the risks to young people, including specific additional risks for looked after children?
- Specific issues of concern e.g. cyberbullying, viewing inappropriate material, sexting, grooming
- Current games/apps and websites
- Strategies for reducing the risks
- E-safety policy and procedure in protecting young people and professionals
- dealing with E-safety incidents

### Refreshments:

Refreshments (tea, coffee) will be available throughout the session. Lunch is not provided.

### To Book:

Login into NEXUS, click the training tab at the top of the screen and type the name of the course in the search box.

08 May 2018	10:00 - 13:30	Dorset Youth Association, Dorchester, DT1 1QL
08 November 2018	10:00 – 13:30	Merley House, Wimborne



## Youth Mental Health First Aid

### Outline

Our Youth MHFA Two Day course qualifies you as a Youth Mental Health First Aider. One in ten young people experience a mental health issue at any one time.

### Description

Youth Mental Health First Aiders have:

An in depth understanding of young people's mental health and factors that affect wellbeing

Practical skills to spot the triggers and signs of mental health issues and confidence to reassure and support a young person in distress

Enhanced interpersonal skills such as non-judgemental listening

Knowledge to help a young person recover their health by guiding them to further support – whether that's through self-help sites, their place of learning, the NHS, or a mix – engaging with parents, carers and external agencies where appropriate

Ability to support a young person with a long term mental health issue or disability to thrive

Tools to look after your own mental wellbeing

### To Book:

Login into NEXUS, click the training tab at the top of the screen and type the name of the course in the search box.

04-05 Jun 2018 09:30 - 16:30	Merley House, Merley House, Wimborne, BH21 3AA
18-19 Jun 2018 09:30 - 16:30	Dorset Youth Association, Dorchester, DT1 1QL
02-03 Jul 2018 09:30 - 16:30	Training Room 1, Purbeck Centre, Wareham, BH20 4DY
16-17 Jul 2018 09:30 - 16:30	Weymouth Community Fire Station
17-18 Sep 2018 09:30 - 16:30	The Grange Hotel, Osborne, Sherborne
24-25 Sep 2018 09:30 - 16:30	Dorset Youth Association, Dorchester, DT1 1QL
08-09 Oct 2018 09:30 - 16:30	The Exchange, Sturminster Newton, DT10 1FH
05-06 Nov 2018 09:30 - 16:30	Weymouth Community Fire Station
19-20 Nov 2018 09:30 - 16:30	Training Room 1, Purbeck Centre, Wareham
03-04 Dec 2018 09:30 - 16:30	Merley House, Merley House, Wimborne, BH21 3AA



## Managing Allegations for Foster Carers & Fostering Social Workers

### Outline

This 1 day training delivered by Coram BAAF Adoption & Fostering Academy, provides an opportunity to explore how carers manage allegations and the process involved. Foster carers are susceptible to allegations which will impact foster cares and their connected persons. Supervising Social Workers will also learn about their role and responsibilities around managing allegations.

### Description

- Understand what allegations are and why allegations are made.
- Understand legislative framework and best practice in managing allegations and monitoring standards of care
- Understand what practical steps a foster carer can take to minimise the risk of allegations.
- To consider the importance of positive relationships between foster carers, professionals and the fostering service that includes developing and sharing good practice as well as addressing concerns in a timely way

### Booking Information:

Foster Carers will finish at 2pm

Supervising Social Workers 4pm

Refreshments (tea, coffee) will be available throughout the session. Lunch is not provided.

### To Book:

Login into NEXUS, click the training tab at the top of the screen and type the name of the course in the search box.

02 Oct 2018	10:00 – 16:00 (2pm for foster carers)	Merley House, Merley House, Wimborne, BH21 3AA
-------------	---------------------------------------	--

## Nurturing & Attachment

The training runs over 12 weeks and is arranged via your social worker for new Foster Carers.

Learning outcomes: This course is a structured programme providing theory-based strategies for therapeutic parenting.

Please speak to your social worker about arranging dates to attend.



### Attachment Training Refreshers

We also offer foster carers the chance to attend our Attachment Courses as a refresher. We recommend foster carers refresh themselves every 3 years.

Dates will be emailed out to social workers to pass onto carers once available.

<p>About the Course:</p> <p><i>Course Aim</i></p>	<p>Did you know about 40% of children will have experienced an insecure attachment? Attachment difficulties are when a child has had traumatic experiences or disrupted in early relationships which impact on behaviour, learning and social relationships. This can have a profound long lasting impact on children.</p>
<p>What will I learn?</p> <p>Learning Outcomes</p>	<p>By the end of the course participants will:</p> <ul style="list-style-type: none"> <li>• Help you develop an understanding of attachment relationships and how this relates to trauma and stress</li> <li>• Help you understand why some children with attachment difficulties display the behaviours they do</li> <li>• Develop your skills to gain better outcomes for children and young people with attachment difficulties.</li> <li>• Provide you with an opportunity to problem solve with other colleagues from across Children's Services</li> </ul>



<http://www.dorsetlearningonline.org.uk>



Email for a login:  
[learningonline@dorsetcc.gov.uk](mailto:learningonline@dorsetcc.gov.uk)

Please let them know you are a foster carer for  
your free account

Telephone: 01305 224148 or 01305 224930

### What are the benefits to online learning?

- Can access anywhere with internet connection, through laptop, tablet or mobile phone
- Cost effective, no travel requirements or time away from the workplace
- Can dip in and out at a time that suits you
- Print out your own certificates
- Resources are kept up to date



### Example Courses:

**Hate and Mate Crime**

**Female Genital Mutilation**

**Children in Care**

**Childhood Obesity**

**Trafficking**

**Positive Behaviour Support**

**Life Story Work**

**Self Harm**

**Learning Disability**

**Trans Awareness**

**Prevent Training**

**Equality and Diversity**