

# Safeguarding Children Training Strategy (2017-19)

## North Yorkshire and York Clinical Commissioning Groups



Hambleton, Richmondshire and Whitby  
Clinical Commissioning Group



*Scarborough and Ryedale  
Clinical Commissioning Group*



*Vale of York  
Clinical Commissioning Group*



*Harrogate and Rural District  
Clinical Commissioning Group*

**Author: Elaine Wyllie (Designated Nurse Safeguarding and Children in Care)  
Karen Hedgley (Designated Nurse Safeguarding and Children in Care)**

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## 1 INTRODUCTION

- 1.0 The four North Yorkshire and York Clinical Commissioning Groups (CCGs) are committed to safeguarding and promoting the welfare of children and young people, who may be vulnerable. As commissioning organisations, the CCGs must ensure that their employees and staff working in services commissioned and contracted by them understand their role and responsibilities regarding safeguarding children and young people. (NHS E, 2015)
- 1.1 In accordance with the Children Act 2004 (Section 11) all individuals who work in health care organisations, both substantive staff and those working in services that are contracted or commissioned, must be trained and competent to recognise when a child may need to be safeguarded and know what to do in response to concerns about their welfare.
- 1.2 Working Together to Safeguard Children (2015) sets out statutory guidance on the responsibilities of all NHS organisations (including CCGs) to ensure that employees and independent contractors have an awareness of how to recognise and respond to safeguarding concerns.
- 1.3 The Children and Families Act, (2014) strengthens the accountability for the provision of services and support to children with special educational needs and/or disability (SEND). The four North Yorkshire and York CCGs will seek assurance that service providers fulfil their responsibilities to this vulnerable group of children via contractual monitoring structures.

## 2 PURPOSE

- 2.0 The purpose of this strategy is to provide a framework which ensures that the four North Yorkshire and York CCGs meet their contractual and legislative responsibilities to equip people to work effectively to safeguard and promote the welfare of children and young people. The strategy aims to provide information on mandatory safeguarding children training requirements for all managers and staff within the four North Yorkshire and York CCGs.
- 2.1 The level of safeguarding children training required is dependent on the CCG staff member's role and responsibilities and is determined by agreed national guidance (RCPCH, 2014)

- 2.2 All training provided should respect diversity (including culture, race, religion, gender and disability), promote equality and encourage the participation of children and families in the safeguarding process.
- 2.3 All training provided should place the child at risk of maltreatment as the central focus and promote the importance of listening to the child or young person, understanding their daily life experience, ascertaining their wishes and feelings and never losing sight of their needs.

### 3 ROLES AND RESPONSIBILITIES

3.0 **All CCG staff** (*this also includes employees who are on fixed term contracts, temporary staff and volunteers*) have an individual responsibility for the protection and welfare of children and must know what to do if concerned that a child is being maltreated. In order that this function can be delivered effectively, all staff must access safeguarding children training commensurate with their role within the organisation. All staff must access the required level of training within 8 weeks of coming into post.

3.1 The **CCGs** have a responsibility to train their staff so that they are competent to carry out their safeguarding children responsibilities, including recognising and reporting safeguarding children issues.

3.2 The **Designated Nurses and Doctors for Safeguarding Children** have a responsibility for taking a strategic and professional lead across the health economy and also support the safeguarding executive leads within the CCGs in relation to this aspect of their role.

3.3 The **Designated Nurses and Doctors for Safeguarding Children** have a responsibility to support training and development for CCG staff and Governing Body members in line with national guidance (RCPCH, 2014) and the multi-agency policies of both North Yorkshire and City of York Local Safeguarding Children Boards.

3.5 The **Designated Nurses and Doctors for Safeguarding Children** are responsible for ensuring that lessons learnt from major investigations (Serious Case Reviews, other forms of learning reviews, Significant Incidents and Domestic Homicide Reviews) are incorporated into training and development opportunities.

3.6 The **Local Safeguarding Children Boards**, in line with 'Working Together to Safeguard Children' (HM Government, 2015) operate to coordinate and ensure the effectiveness of safeguarding activity of all agencies within North Yorkshire and York.

Alongside their core objectives the LSCBs have specific functions in respect of training, which include developing policies and procedures for safeguarding children in relation to training of persons who work with children or in services affecting the safety and welfare of children and to monitoring and evaluate the effectiveness of training, including multi-agency training.

3.4 3.7 The four **North Yorkshire and York CCGs** are committed to safeguarding and promoting the welfare of children and young people who may be vulnerable. As commissioning organisations, the CCGs must ensure that its employees and staff working in services commissioned and contracted by them understand their role and responsibilities regarding safeguarding children and young people.

#### 4 MONITORING AND ASSURANCE

4.0 The CCGs are responsible for maintaining quality standards and quality assurance in relation to service delivery within the CCGs. This responsibility includes ensuring that safeguarding and the need to protect children from harm is embedded within organisational culture.

4.1 The CCGs will require assurance that all staff employed by the CCGs have the knowledge and skills, appropriate to their role, to identify and act on safeguarding concerns, including concerns related to safeguarding children and children who are in the care of local authorities.

4.2 This assurance will be obtained via:

- quarterly reporting through Embed commissioned services
- staff appraisals (in which compliance with all statutory and mandatory requirements is reviewed and recorded)
- internal and external audit and statutory inspection processes

#### 5 ACCESSING SAFEGUARDING CHILDREN TRAINING

5.0 It should be noted that staff requiring training at Level 2 or above are NOT required to also undertake Level 1 training. For staff accessing these higher levels of training, evidence of training compliance should be submitted to Embed ([embed.generalhr@nhs.net](mailto:embed.generalhr@nhs.net)) for inclusion on the ESR learning record.

5.1 The table below sets out expected safeguarding children training requirements for all CCG staff in line with national guidance (RCPCH, 2014):

## CCG Safeguarding Children Training Delivery Plan

Level	Staff Group	Training requirement & frequency	Knowledge, Skills Attitudes and Values	Method of access to training
Level 1	All staff working in the CCG who do not require specialist training at Level 2 or above.  (e.g. admin support staff; finance managers; commissioning managers)	2 hours over 3 years	See Intercollegiate Document *(p.12)	E-learning for Health (Level 1) – available via ESR ('My Learning')
Level 2	All non-clinical and clinical staff who have any contact with children, young people and/or parents/carers.  (e.g. Adult Continuing Healthcare staff; Adult Safeguarding Professionals; CCG staff who undertake consultation events or assurance visits)	3-4 hours over 3 years	See Intercollegiate Document *(p.14)	E-learning for Health (Level 2) – available via ESR ('My Learning')  and  Subject-specific training packages from LSCBs  <a href="http://www.safeguardingchildren.co.uk">www.safeguardingchildren.co.uk</a>  <a href="http://www.saferchildrenyork.org">www.saferchildrenyork.org</a>

Level 3	All clinical staff working with children, young people and/or their parents/carers and who could potentially contribute to assessing, planning, intervening and evaluating the needs of a child or young person and parenting capacity where there are safeguarding/child protection concerns.  (e.g. GPs; Children's Continuing Healthcare)	8 hours over 3 years	See Intercollegiate Document *(p.17)	CCG Designated Professionals 'Hot Topics' Training Programme for GPs  Subject-specific training packages from LSCBs <a href="http://www.safeguardingchildren.co.uk">www.safeguardingchildren.co.uk</a> <a href="http://www.saferchildrenyork.org">www.saferchildrenyork.org</a>  Relevant local conferences/training events  Evidence of relevant personal reflection, scenario-based discussions drawing on case studies, serious case reviews, lessons from research, and audit.
Level 4	Specialist roles – named professionals  (e.g. Named GPs for Safeguarding Children)	24 hours over 3 years	See Intercollegiate Document *(p.54)	CCG Designated Professionals 'Hot Topics' Training Programme for GPs  Subject-specific training packages from LSCBs <a href="http://www.safeguardingchildren.co.uk">www.safeguardingchildren.co.uk</a> <a href="http://www.saferchildrenyork.org">www.saferchildrenyork.org</a>  Additional training programmes such as RCPCH Level4/5 training <a href="http://www.rcpch.ac.uk/">www.rcpch.ac.uk/</a>

				<p>Relevant local and national conferences/ training events</p> <p>Evidence of relevant personal reflection, scenario-based discussions drawing on case studies, serious case reviews, lessons from research, and audit.</p>
Level 5	<p>Specialist roles – designated professionals</p> <p>(e.g. Designated Nurses and Doctors for Safeguarding Children)</p>	24 hours over 3 years	<p>See Intercollegiate Document *(p.57)</p>	<p>Subject-specific training packages from LSCBs</p> <p><a href="http://www.safeguardingchildren.co.uk">www.safeguardingchildren.co.uk</a></p> <p><a href="http://www.saferchildrenyork.org">www.saferchildrenyork.org</a></p> <p>Relevant local and national conferences/ training events</p> <p>Additional training programmes such as RCPCH Level4/5 training</p> <p><a href="http://www.rcpch.ac.uk/">www.rcpch.ac.uk/</a></p> <p>Evidence of relevant personal reflection, scenario-based discussions drawing on case studies, serious case reviews, lessons from research, and audit.</p> <p>Regular participation in support groups or peer support networks for specialist professionals at a local, regional, and national level.</p>

Board Level	Chief Executive Officers, Trust and Health Board Executive and non-executive directors/members, commissioning body Directors  (e.g. Governing Body members and Chief Officer)	2 hours over 3 years	See Intercollegiate Document *(p.73)	E-learning for Health (Level 1)  <a href="http://www.elfh.org.uk/programmes/safeguarding-children/">www.elfh.org.uk/programmes/safeguarding-children/</a>  Tailored face to face training packages delivered by Designated Professionals for Safeguarding Children
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\*Safeguarding children and young people: roles and competences for health care staff Intercollegiate Framework March 2014

## 6 References

Children and Families Act ( 2014) . London. HMSO

<http://www.legislation.gov.uk/ukpga/2014/6/contents/enacted>

Department for Education (2015). *Working Together to Safeguard Children: A Guide to Inter-Agency Working to Safeguard and Promote the Welfare of Children*. London: HM Government: DfE.

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/419595/Working\\_Together\\_to\\_Safeguard\\_Children.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419595/Working_Together_to_Safeguard_Children.pdf)

NHS Commissioning Board (2013) Safeguarding Vulnerable People in a reformed NHS: Accountability and Assurance Framework. (Published in electronic format only)

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Royal College of Paediatrics and Child Health, (2014). Safeguarding Children and Young People Roles and Competencies for Health Care Staff. RCPCH.

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The Children Act. (1989). London: HMSO