



East Dunbartonshire
**Child Protection
Committee**

LEARNING & DEVELOPMENT STRATEGY

2022-2025

JUNE 1, 2022

EAST DUNBARTONSHIRE CHILD PROTECTION COMMITTEE

1. Introduction

East Dunbartonshire Child Protection Committee (CPC) is committed to providing high quality, effective child protection training for everyone who works both directly or indirectly with children and families in East Dunbartonshire. This includes partner agencies, and those working in private, independent and voluntary sector roles. Our intention is to work together to ensure that our workforce is competent, confident, resilient and safe to work with all adults, children and young people; creating a workforce which children, young people, parents and carers trust and respect.

This strategy is based upon the defined responsibilities as set out in [National Guidance-Child Protection Scotland 2021](#) and provides a framework for the delivery of learning and development by the East Dunbartonshire's Joint Learning and Development Subgroup.

This strategy's overarching principles are:

- That all learning programmes support and encourage inter-agency working by enabling staff to develop behaviours, skills, and knowledge for greater inter-professional dialogue and cooperation
- That it is multi-agency - i.e. the learning outcomes and programme content are aimed at a multi-agency audience, with input into design and delivery from all agencies
- All programmes support reflective practice by encouraging practitioners to share their experiences and ideas in the learning environment

2. Agency Responsibilities

Employers – have responsibility to ensure that their staff receive relevant training to ensure they are competent and confident in carrying out their duties and responsibilities for safeguarding and promoting the welfare of adult, children and young people. Employers also have the responsibility to identify resources and support for both single agency and interagency training, taking into account individual staff have differing training needs dependent on their degree of contact with children and young people

Employers should also ensure that qualified staff who undertake specialist roles receive the corresponding level of specialist training.

Personal and Professional - there is an expectation that paid staff and volunteers, at all levels, across all disciplines, should be responsible for continuing their own learning and development by updating their skills and knowledge in safeguarding and promoting the welfare of children and young people.

3. Implementation of the strategy

The Joint Learning and Development subgroup supports the training and development functions of the APC and CPC. Its terms of reference are set out in the CPC Constitution and its work plan relates directly to the CPC Business Plans.

Key responsibilities include:

- Recommending to the Committee a programme of learning and development which is informed by a training needs analysis including lessons learned from Learning Reviews, appreciative enquiries, child protection/safeguarding conversations, feedback from local audits, research findings and national guidance
- Co-ordinating multi-agency training and development activity
- Evaluating training being delivered and ensuring it meets local need, current legislation and policy guidance
- Producing the multi-agency Learning and Development Strategy and Standards and overseeing its dissemination, implementation and evaluation

Promotion of multi-agency training

The CPC supports the value of multi-agency training achieving better outcomes for children and young people and assures better outcomes by embedding the Learning and Improvement framework (Appendix 1)

- All aspects of the training are person centred and recognise the welfare of the child is paramount.
- All training provided are quality assured by the Joint Learning & Development Subgroup and are evidence based.
- Training recognises the need to work collaboratively with others, in partnership with parents, families and carers and recognises family strengths in responding to the needs of children.
- All training is governed by the principles of equal opportunities and respects diversity and difference.
- An annual programme of multi-agency training and development is published and promoted within individual agencies and into the wider children and young people's workforce and will include core training courses as well as learning events, conferences, and e-learning.

Provision of multi-agency training

The CPC provides specialist trainers from partner agencies, commissioning externally when specialist expertise is required. The CPC seeks to use cost effective, fit for purpose training venues at all times. Where possible course materials, evaluation documents and certificates of attendance will be supplied electronically for participants to ensure course costs are kept to a minimum.

Evaluation and Monitoring

All learning and development events will be evaluated and monitored in line with the CPC Monitoring and Evaluation Framework

All evaluation and monitoring will also inform future learning and development programmes.

A proportion of CPC training is delivered through the cooperation and contribution of our partner organisations. As it is important that the standard of this delivery is also high, the following additional standards will apply to the CPC training pool and partnership trainers:

The Joint Learning and Development Subgroup quality assurance process will address the relevance, currency and accuracy of course material and the quality of training delivery by applying the following standards:-

- All attendees on CPC training events will be requested to complete a pre/post course evaluation and an impact evaluation form. The completed forms will be reviewed by the CPC Lead Officer - any areas for improvement and development will be communicated to the trainer.
- All externally commissioned trainers will be observed by a member of the Joint Learning and Development Subgroup on an annual basis. Whilst being observed the ED Trainer Evaluation / Feedback form will be completed. The trainer will be provided with a copy of the completed trainer evaluation form within seven days.
- If the minimum standards are not met the CPC Lead Officer will report any concerns to the trainer within seven days. It is expected that the trainer will amend their delivery in light of evaluation. The training will then be evaluated again on the next occasion.

Procedure for applying for courses

You can view a list of all training courses via our annual training brochure and apply for a training place using the training request form.

Receipt of training request and allocation of places

On receipt of a training request, an individual will be allocated a place, if one is available, places are allocated on a first come, first served basis.

Confirmation of a training place

Confirmation of training places will be sent out to all participants by email. Your confirmation will include details of the course time, meeting link and course materials (if applicable for your course)

Cancellations

Training may be cancelled by the CPC in exceptional circumstances:

- If there is judged to be insufficient numbers for the course to be viable
- In adverse weather conditions
- If venue, utilities or equipment failure make it unacceptable to commence or continue a course
- Circumstances prevent trainer from attending (e.g. ill health)

In the above cases, the CPC will take all reasonable steps to reschedule the missed sessions.

If the CPC has to cancel a training session then the procedure below will be followed:

- All participants will be informed of a cancellation by email giving one week's notice.
- When this is not possible due to time constraints, (e.g. adverse weather conditions on the day) a member of the CPC will contact all participants by email and notify them of any alternative arrangements.
- If it is not possible to give prior notice, then a member of the CPC will be at the venue at arrival to advise participants of the change to the advertised course. If a member of the CPC is unable to get to the venue then a notice will be posted at the venue with the contact details.

All participants will be sent a copy of the cancellation process when they receive their email of confirmation of a place on a course.

Quality Assurance Cycle Framework



Learning and Improvement Framework

Introduction

East Dunbartonshire Management Information and Self Evaluation (MISE) Subgroup promotes a culture of continuous learning and improvement across the organisations that work together to safeguard and promote the welfare of children and young people in East Dunbartonshire. It does this through using learning from case reviews (including Learning Reviews and Practice Reviews) to drive improvements in practice.

This framework outlines the method by which lessons are learned from the different activities of the partnerships and how they can best be disseminated and embedded in practice. The aim is to meet the challenges of a changing environment and to continue to improve safeguarding practice across the partnership. The framework is flexible, responsive to changes and integral to the creation of the individual Child Protection Committee Business Plans.

Methods and tools for learning

The framework covers all opportunities for learning for East Dunbartonshire these include:

- Learning and development supported by the partnership Learning and Development Strategy
- Historical Significant Case Reviews, Safeguarding/Child Protection Practice Reviews, Single and Multi-Agency Learning Reviews
- Multi-agency case audits
- Attendance at practitioner forums
- Consultation with children, young people and / or parents
- Workforce Training Needs Analysis
- Quality & Performance dataset
- National Hub for Reviewing & Learning from Deaths of Children & Young people
- Conferences
- Multi-agency training events
- Child Protection / Safeguarding Conversations (appreciative enquiry)

Training and Development

The CPC has a learning and development programme which is agreed by the partnership. The programme is varied and incorporates courses, workshops, conferences, multi-agency practitioner groups, and e-learning.

The programme is adapted through the year as needs dictate and covers issues arising from Child Protection/Safeguarding Case reviews, Safeguarding Conversations and other learning reviews, as well as priorities set as part of the business plan. It is also based on research, and latest training and development practice incorporating reflective practice, sharing of good practice and the facilitation of learning events.

The Learning and Development Strategy outlines how the programme is developed, as well as an evaluation framework and incorporating the learning into workforce supervision.

Child Protection Practice Reviews and Learning Reviews

From September 2021, local authorities are required, under a statutory duty, to notify the Care Inspectorate of incidents where they know or suspect that a child has been abused or neglected and a child has died or been seriously harmed as set out by [National Guidance Child Protection Committees undertaking Learning Reviews](#)

From September 2021, East Dunbartonshire CPC will conduct Learning Reviews and single and multi-agency learning reviews in line with statutory guidance overseen by the Learning Review subgroup. All learning reviews will use a systems approach and one that is proportionate to the case.

An approach to sharing lessons learned from learning reviews both locally and nationally will be adopted. This learning will be cascaded via briefings, learning bulletins and practitioner workshops, promoted on the CPC website and incorporated into all aspects of multi-agency training.

Action plans arising from local cases or ones where the CPC have been involved in are monitored, tracked and implemented across partner agencies as appropriate.

The National Hub for reviewing and Learning from Deaths of Children and Young people

The National Hub wants to ensure the death of every child and young person is reviewed to an agreed minimum standard. As set out in [National Hub National Guidance 2021](#)

Child death review partners will provide assurance to the Clinical Care Governance Group and Child Protection Committee in relation to learning for the wider workforce.

Multi-agency case audits

Multi-agency case audits address issues and themes identified by the CPC. Participants attend the multi-agency case audit meetings and share practice and thoughts on the case and any learning is drawn out. Multi-agency issues arising from audits are actioned by the Management Information and Self Evaluation (MISE) subgroup. The findings of such reviews are disseminated to the wider partnership as part of the overall reporting of data and audits. Collating and analysing audits and data from all agencies form the key area of work of the MISE Subgroup, and themes and trends are highlighted and reported to the CPC as part of an improvement plan.

Practitioner forums (to be introduced in 2023)

The Child Protection Leads regularly attend multi-agency practitioner forums. These forums enable front line practitioners to discuss any issues or areas where improvements can be made so that the work of the partnership can also reflect issues raised at the 'front line'.

Workforce Training Needs Analysis

Workforce training needs analysis is carried out annually with all agencies and this highlights what training is being carried out, how it is evaluated, and crucially how the impact on practice is measured. This is then reviewed by the Joint Learning & Development subgroup.

The training needs analysis allows the group to identify any gaps in the provision of training, and to support services as required to address these, and thus contributes to the CPC learning and development plan.

Minimum Dataset

The dataset consists of a number of multi-agency indicators on how the partnership is meeting its safeguarding/protection priorities, as well as the priorities of Service Planning for children, young people and families. The dataset is monitored and reviewed by the Management Information Self Evaluation (MISE) subgroup and members are tasked with actions as appropriate. An overview of the dataset and any areas of

concern are reported by exception to the CPC. These areas of concern can then be addressed by the Chief Officers Group which will request the relevant agencies take action as appropriate.

Information from other sources

The CPC will also use information and patterns/trends from other areas of work, such as reports to the Chief Officers Group, to highlight any areas where improvements in practice can be addressed.

On-going dissemination and cascade of learning

All learning and findings across the partnership are disseminated and incorporated into the day-to-day business of the local workforce.

This takes various forms and includes:

- Specific learning interventions, such as training
- Briefing notes and practice workshops
- Development and updating of protocols and procedures
- Development and ongoing review of the Business Plan
- Discussions, debate and challenge at themed practitioner forums
- Information on the website, and social media
- Cascade of information via all members of the partnership and its subgroups
- Links to communication channels in other agencies, e.g. newsletters, to ensure key messages are disseminated
- Monitoring and evaluation of impact