

# MULTI-AGENCY TRAINING MANUAL

JANUARY / JULY 2023

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# **HOW TO APPLY**

All courses listed inside are available to anyone working with children and young people. You can apply via email, telephone or by post (using the form provided).

### Please note all participants must:

- · Receive an EMAIL CONFIRMATION on occasions we may need to cancel due to low numbers
  - · Arrive on time or may not be allowed to take part
    - · Bring a notepad and pen
    - · Participate in the workshops
    - · Complete an evaluation form

Refreshments and snacks will be available in the foyer.

For all enquiries email: ecypstraining@gmail.com

## IMPORTANT: You must give 10 days' notice for any cancellations.

All courses, unless costs are stated, are **FREE**, however cancellation fees may apply. If you inform us at least 10 days before the training date that you can no longer attend, you can cancel your place at no charge. If you do not cancel your place at least 10 days in advance, you will be charged £30. You will be sent an invoice for the charge and requested to pay within 30 days.



# Strengthening Communities Strengthening Families Parenting Programme (SFSC)

A 7-week programme aimed at mothers, fathers, and carers, to promote a positive parent-child relationship. Including Reducing Parental Conflict (DWP)



### Do you:

- Have a child aged between 3-18 years?
- Want to improve communication between you and your child?
- Want to empower yourself and your children to make positive decisions in the community and for the future?
- Want to explore techniques for establishing boundaries and consequences for your children?

Date: Tuesday 17th, 24th, 31st January, 7th, 21st, 28th February & 7th March 2023

Time: 10.00 am - 1 pm

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



# Funding Workshop

This session is for Newly Established Groups or staff with limited fundraising experience.



#### Course Content

- Writing clear and concise funding applications
- Avoiding common pitfalls
- Gathering information/research to prove the need for your project
- Assessing bids
- Key funding sources

Date: Monday 23rd January 2023
Time: 9.30 am – 11.30 am
Venue: The Ark, 500 Montagu Road, N9 OUR
Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



### **Child Protection Level 1**



### Course Content

- What do we mean by Child Protection?
- How does this relate to your organisation/provision?
- What do you need to consider if you are working with children?
- How does your organisation need to address issues relating to Child Protection?
- Child Protection policies

Date: Monday 6th February 2023
Time: 9.30 am – 2.30 pm
Venue: The Ark, 500 Montagu Road, N9 OUR
Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



### **Child Protection Level 1**



### Course Content

- What do we mean by Child Protection?
- How does this relate to your organisation/provision?
- What do you need to consider if you are working with children?
- How does your organisation need to address issues relating to Child Protection?
- Child Protection policies

Date: Monday 3rd July 2023 Time: 9.30 am - 2.30 pm

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



# Child Protection Level 1 -EVENING Session Part 1 & Part 2



#### Course Content

- What do we mean by Child Protection?
- How does this relate to your organisation/provision?
- What do you need to consider if you are working with children?
- How does your organisation need to address issues relating to Child Protection?
- Child Protection policies

Date: Monday 5th & 19th June 2023 (must attend both sessions)
Time: 6pm-8.30pm pm

Venue: The Ark, 500 Montagu Road, N9 OUR
Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



### **Child Protection Refresher Training**



### Course Content

Group-based interactive course not only to briefly revisit issues covered in previous training, but also looking at current issues of concern for children and young people both locally and regionally. Finishing with planning for individual organisations.

Date: Monday 6th February 2023
Time: 6.00 pm – 8.00 pm
Venue: The Ark, 500 Montagu Road, N9 OUR
Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



### **Child Protection Refresher Training**



### Course Content

Group-based interactive course not only to briefly revisit issues covered in previous training, but also looking at current issues of concern for children and young people both locally and regionally. Finishing with planning for individual organisations.

Date: Monday 5th June 2023
Time: 12 noon-2.30pm
Venue: The Ark, 500 Montagu Road, N9 OUR
Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



### **Child Protection Refresher Training**



### Course Content

Group-based interactive course not only to briefly revisit issues covered in previous training, but also looking at current issues of concern for children and young people both locally and regionally. Finishing with planning for individual organisations.

Date: Monday 17th July 2023
Time: 6pm-8pm
Venue: The Ark, 500 Montagu Road, N9 OUR
Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



This session is for trustees and organisations commisioning services and workshops.



### Course Content

- Brief CP intro for those not working directly with families, but who need to be aware of their responsibilities
- Roles of trustees
- Roles of those commissioning or buying in workshops to work with children and families
- Basic child protection categories
- Local risks and concerns
- Policies and Procedures
- Reporting and Support Mechanisms

Date: Monday 24th April 2023 Time: 6.00 pm – 8.30 pm

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



Child Protection for Sports Clubs, Arts and Leisure Organisations



### Course Content

A short programme to support local clubs with basic information on child protection in their settings.

This course is geared towards those who see children and young people for short periods (i.e. 1 - 2 hours) a week in their settings.

Date: Monday 15th May 2023 Time: 6.00 pm - 8.00 pm

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



# **Child Protection and Diversity**

Child Protection and Diversity Level 2



### Course Content

- What do we mean by diversity?
- Assessing our own approaches
- Working with BAME communities
- Spiritual beliefs
- Indicators
- Trafficking, faith, forced marriage, disability, FGM
- Professional challenges

Date: Monday 20th Febraury 2023

Time: 9.30am-11.30am

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



# **Child Protection and Diversity**

### Child Protection and Diversity Level 2



### Course Content

- What do we mean by diversity?
- Assessing our own approaches
- Working with BAME communities
- Spiritual beliefs
- Indicators
- Trafficking, faith, forced marriage, disability, FGM
- Professional challenges

Date: Monday 3rd July 2023 Time: 6.00 pm - 8.00 pm

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



# Domestic Abuse

This session is for staff working with victims of abuse.



### Course Content

- Perpetrators and victims
- Seeking help
- Advocacy
- Personal safety and forward planning
- Legal proceedings

Date: Monday 20th February 2023 Time: 6.00 pm - 8.00 pm

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



# Supporting Parents & Young People with Mental Well-Being



### Course Content

- Vulnerability
- Building social networks
- Local support services
- Building knowledge and resource banks within your organisation
- Tools for parents and carers
- Tools for children and young people

Date: Monday 6th March 2023 Time: 10.00 am - 2.00 pm

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



# Impact of parental health on children & young people



Target Audience: Practitioners and other professionals working with children and young people

### Course Content

- Adult Services
- Parental Perspective
- Children's Mental Health
- Ofsted Findings

Date: Monday 6th March 2023 Time: 10.00 am - 2.00 pm

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided

# Managing Behaviour Part 1 & 2



### Course Content

- Understanding behaviour as a language
- Understanding difficult behaviour
- Crisis management
- Responding to the angry child
- Looking at the way we work and the way we set up our settings

Date: Monday 6th & 20th March 2023

Time: 6.00 pm - 8.30 pm

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



# Supporting Newly Arrived Families & Communities into Enfield



### Course Content

- Reasons for moving into the area
- Early intervention
- Who are the most vulnerable to Child Protection risks?
- Information packages
- Local support networks
- Training community champions

Date: Monday 20th March 2023 Time: 9.30 am - 11.30 am

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



# **Knife Crime / County Lines**

This session is for professionals and community leaders working and engaging with young people.



### Course Content

- Prejudice and discrimination within society
- Principles of knife crime
- Effect of knife crime on people
- Access information and help

Date: Monday 20th March 2023 Time: 12.00 pm - 2.30 pm

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



# Managing Behaviour



### Course Content

- Understanding behaviour as a language
- Understanding difficult behaviour
- Crisis management
- Responding to the angry child
- Looking at the way we work and the way we set up our settings

Date: Monday 24th April 2023 Time: 9.30 am - 2.30 pm

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



# **Community Champion Training**



### Course Content

Training local people, especially those from newly arrived communities, on how to reach out and support local families within their communities.

Date: Monday 15th May 2023 Time: 10.00 am - 2.00 pm

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



# Female Genital Mutilation - FGM

This session is for professionals and community leaders working and engaging with BAME communities.



### Course Content

- Types of Genital Mutilation
- Data on countries that practice FGM and local implications
- Heath issues in relationships to FGM
- Cultural and religious reasons behind the practice of FGM
- Legislation on FGM
- Support services available locally and nationally

Warning: This presentation will contain explicit images.

Date: Monday 5th June 2023 Time: 9.30 am - 11.30 am

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



# Domestic Abuse

This session is for staff working with victims of abuse.



### Course Content

- Perpetrators and victims
- Seeking help
- Advocacy
- Personal safety and forward planning
- Legal proceedings

Date: Monday 19th June 2023 Time: 9.30 am - 11.30 am

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



# Water and Sun Safety -Safeguarding Children and Families



### Course Content

- What are the risks?
- Who are the most vulnerable to risks?
- Prevention
- Dealing with accidents and incidents
- Information packages for children and young people
- Training for families

Date: Monday 17th July 2023 Time: 9.30 am - 11.30 am

Venue: The Ark, 500 Montagu Road, N9 OUR Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



# Developing Inclusive Services for Children and Young People



### Course Content

How to adapt the services we offer to ensure that we accommodate children, young people, and families with a wide range of additional needs in the community. We will also look at whom we can work with to upskill staff and enhance our own provision.

Date: Monday 17th July 2023
Time: 12.30 pm – 2.30 pm
Venue: The Ark, 500 Montagu Road, N9 OUR
Training will be delivered face to face

For bookings and information please contact Shamima Rahman:

Phone: 07449908127 or

Email: ecypstraining@gmail.com or Post: See application form provided



# APPLICATION FORM

If applying by post, please complete the following course application form and send it to:

Shamima Rahman
ECYPS
The ARK
500 Montagu Road
Edmonton
N9 OUR

All courses, unless costs are stated, are free.

IMPORTANT: You must give 10 days' notice for any cancellations.

<b>ECYPS TRAINING (JAN/JULY 20</b>	<u>23)</u>
NAME:	
ORGANISATION:	
ADDRESS:	
TEL/MOBILE:	
EMAIL:	
COURSE(S) I WOULD LIKE TO ATTEND:	
	TOUNG PERSONS SERVI

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