



## Recording in Practice

<b>Time</b>	9.30am to 4.00pm (registration from 9am)
<b>Duration</b>	2-days
<b>Who for</b>	Social Work Assistants and Social Workers who need to record on children's files and ICS
<b>Aims and Objectives</b>	<p>To set recording within a legislative framework.</p> <p>To enable participants to explore recording styles and techniques in relation to new developments in assessment.</p> <p>To use recording as an aid to clarity about the needs of the child to improve decision making. To record inclusively</p>
<b>Learning Outcomes</b>	<p>On completion of the course, participants should be able to:</p> <ul style="list-style-type: none"><li>• Demonstrate an awareness of the relevant legislation</li><li>• Understand new developments in assessing the needs of children and families and the effect on recording.</li><li>• Be clearer about the needs of the child to improve decision making.</li><li>• Be clear about what does and does not need to be recorded.</li><li>• Demonstrate knowledge of recording assessments and interventions using schedules and inventories.</li><li>• Recognise inappropriate recording.</li><li>• Differentiate fact from professional opinion in the record.</li></ul>
<b>Content</b>	Presentation, discussions and exercises.
<b>Facilitators</b>	Yvonne Shemmings, Independent Trainer
<b>To apply</b>	please send a completed application form to Professional Development Unit (CSS), 1st floor, Kroner House, Eurogate Business Park, Ashford, TN24 8XU. Telephone bookings are <b>not</b> accepted.