



Safeguarding Awareness for Admin Staff

Time	9.30am to 12.30pm (Registration 9am) or 1:30pm to 4:30pm (Registration 1pm)
Duration	½ -day
Who for	Administration Assistants/Officers
Aims and Objectives	The overall aim of the course is to enable participants to develop awareness and understanding of the concept of safeguarding and Children's Social Services child protection procedures.
Learning Outcomes	<ul style="list-style-type: none">• Develop an understanding of the legal framework underpinning child protection procedures.• Develop an understanding of the child protection referral process.• Develop an understanding of the Every Child Matters agenda.
Facilitator	Annie Knight and Nicki Shaw, Training & Development Managers
To apply	Please send a completed application form to the Professional Development Unit (CSS), 1st floor, Kroner House, Eurogate Business Park, Ashford, TN24 8XU. Telephone bookings are not accepted.