

# Training Programme 2021

The logo for Amicus Foster Care features the word "Amicus" in a large, purple, rounded font, with "FOSTER CARE" in a smaller, green, sans-serif font below it. The text is set against a background of a colorful rainbow arching over a stylized town with multi-colored buildings, a church spire, and a group of diverse people.

Your learning,  
their future

# Welcome!

We are very pleased to be sending you the new training and development programme for 2021.

Amicus Foster Care recognises that you all, as Foster and Respite Carers play a crucial role in the lives of our children and young people. As Carers, you face many complex challenges and we hope that you will find the training and development opportunities helpful towards equipping you with some of the tools needed in providing the best possible care for some of the most vulnerable children in society. Whether you are newly approved or an experienced Carer the important role you play in children's lives cannot be underestimated; you are truly the 'Change Agents' and make the difference for children in care. Amicus is an inclusive agency and along with Foster Carers, our training is available to staff and panel members.

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## Why is Training Important?

As professionals, we all share a responsibility to continue to develop our skills and knowledge. This is particularly important as child research, legislation and policies are continually developing and changing. Undertaking core training is also a requirement set by the Fostering Service National Minimum Standards (2011).

Therefore, Amicus Foster Care are committed to supporting you to continue your professional development, and to provide you opportunities to learn, enhance and develop your professional skills and knowledge. This will also enable you to meet the standards expected of you as professionally approved Carers for children and to feel valued and appreciated. Part of the way we are showing our support and commitment to you is by providing learning and development opportunities through a training programme targeted at meeting the following aims:

- Children and young people are able to achieve better outcomes in all areas of their lives through being given the quality and type of care they deserve;
- Carers are helped and supported to develop the understanding, knowledge and skills required to care for traumatised children and young people;
- Training opportunities are inclusive and the content is relevant in relation to ethnicity, culture, disability, sexuality & gender;
- Any warning signs in relation to safe caring or fostering breakdown are identified early.

Alongside of this training and development programme we will continue to run activities and support for the sons and daughters of foster carers, and be available to support the relatives, friends and neighbours of Carers in recognition of their contribution.

We will also continue to provide a range of activities throughout the year for Amicus Carers, children and young people.

Children and young people will be consulted throughout the year in order to obtain their ideas and views on how we can improve our service to them.

We have made a commitment to making Amicus inclusive and accessible and are registered as a Makaton friendly agency.

Amicus are also looking into being DDP accredited as an agency. We are striving to work with the principles of DDP (PACE).

### Training Team Details

We welcome your feedback on your individual learning needs and views and ideas of how we can further develop and improve the training programme.

The training team at Amicus Foster Care will be able to assist with your queries, including access to online courses.

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# Development Standards for Foster Carers

All learning activities are linked to the Training Support and Development Standards (TSD) and the Fostering Services National Minimum Standards (NMS) 2011. Throughout this guide, you will be able to see how learning activities link to these standards which are summarised below. When your Annual Review is due, you will be asked to write a report which includes how you have put these standards into practice over the previous year of your Fostering (Guidelines will be provided!)

## Training, Support and Development (TSD) Standards

- Understand the principles and values essential for working with children and young people
- Understand your role as a carer
- Understand health and safety and healthy care
- Know how to communicate effectively
- Understand the development of children and young people
- Keep children and young people safe from harm
- Develop yourself.

All Foster Carers and Respite Carers are expected to complete the (TSD) Training, Support and Development Standards within 12 months of your fostering career.

## The Fostering Service National Minimum Standards

The National Minimum Standards set out 'headline' standards. All independent fostering agencies are subject to inspection and judgement as to how well the service provided to children and young people meet their needs and the standards.

The 'Every Child Matters' 5 outcomes – although still relevant have been superseded by the NMS 'Outcomes' that are the Headline standards.

Standard 1	The child's wishes and feelings and the views of those significant to them
Standard 2	Promoting Positive Identity, potential and valuing diversity through individualised care
Standard 3	Promoting Positive Behaviour and Relationships
Standard 4	Safeguarding Children
Standard 5	Children Missing From Care
Standard 6	Promoting Good Health and Wellbeing
Standard 7	Leisure Activities
Standard 8	Promoting Educational Attainment
Standard 9	Promoting and supporting contact
Standard 10	Providing a suitable physical environment for a foster child
Standard 11	Preparation for placement
Standard 12	Promoting Independence and moves to adulthood and leaving care

# Stages of Development for Foster Carers

## Stage 1

### Pre-approval training

- Skills to Foster- Face to Face training which gives an overview of the knowledge and skills needed to help you look after foster children. Sessions include: What Do Foster Carers Do, Identity and Life Chances, Working with Others, Understanding Children in Foster Care, Safer Caring and Transitions. Online training is available on the Training Hub from January 2021.
- Pre-Panel visit by Carers assessor introducing their allocated Supervising Social Worker.

## Stage 2

### First year of Fostering

Post Approval - Information and documents are sent via email from the Amicus admin team. These include:

- foster carer agreement
- foster carer approval certificate
- out-of-hours procedure and rota
- activity schedule
- support group dates
- supervision format
- TSD workbook
- Access to Training Hub online induction courses

Post Panel visit by the Supervising Social Worker to follow up and discuss Admin team email:

- 'Recording, Allegations and Complaints'
- First Aid
- PACE training plus bespoke training according to fostering needs. Drop-ins as appropriate.
- Safeguarding

- Ensuring computer hardware is in place which will enable Foster Carers access to Amicus recording and training systems.

## Stage 3

### Statutory, core and continuous development training

We have tried to spread the training out in a way that will not overload you.

**Core modules** – To be completed over 3 years, 3 to 4 courses per year to commence in the second year of Fostering. Refresher course cycle every 3 years.

Attachment and Trauma\*

First Aid Fostering

Fire Safety

Equality and Diversity\*

Health and Safety

Safeguarding Children\*

General Data Protection Regulation

Risk Management and Safe Care

Reporting and Recording

Social Media and Young People\*

### Core Module Alternatives

The courses above marked with an asterisk (\*) offer various alternatives on the online Training Hub, which will also qualify as Core Training under the same subject:

Attachment and Trauma course options – Introduction to PACE, Nurturing Attachment. We also offer further information and links on

the Amicus website for Secondary Trauma, Attachment Trauma Education and Self Injury.

Equality and Diversity course options – Equality and Diversity Specialist, Equality and Diversity Advanced, Transgender Diversity Awareness, Black Lives Matter, Racism, Discrimination and Intolerance.

Safeguarding Children course options– Safeguarding Young People, Safeguarding Children Advanced, Safeguarding Children with Learning Disabilities.

Social Media and Young People course options – Gaming and Social Media Addiction, The Effects of Social Media on the Mental Health of Children and Young People, Online Safety, Internet Safety, Internet Safety Advanced, Cyber Security, Cyberbullying Advanced.

## Personal Development Plan (PDP)

‘Make a lifelong difference for a child’ (Fostering Changes, 2011). Continuous Professional Development (CPD) is a term used to show your continued learning and development within your role and career within the Fostering profession.

We ask that you discuss your learning and development needs with your Supervising Social Worker so that a Personal Development Plan (PDP) can be created, with courses and dates identified. Your Supervising Social Worker will arrange for these courses to be allocated to you.

It is always beneficial and useful to discuss and note down the learning you have achieved over the past year and throughout your Fostering career, to assist your Supervising Social Worker to gain a clear understanding of your learning needs.

Learning can take different forms and can be achieved in many different ways. We encourage you to take a proactive approach to your own learning.

Please see the diagram below and explore with your Supervising Social Worker how these various learning resources can be used to evidence your learning whilst continuing your professional development.



## Applying For Training Courses

- 1.** We encourage you to continually discuss your learning and development needs with your supervising social worker and ensure these are then recorded on your Personal Development Plan (PDP) which is completed and updated annually.
- 2.** It is important your Supervising Social Worker ensures that you are booked onto identified training modules as soon as possible, to enable you to complete these within the agreed timescale.
- 3.** For online training you will receive email links to your allocated courses on the Training Hub. Upon completion you receive a certificate which we file on your records.
- 4.** The Training Hub offers new courses to Foster Carers every two months. They are called the Big Initiative courses, and Foster Carers can self-allocate courses they like the look of. Please note, however, that Core Training should be prioritised.

## Foster Carer Annual Review

All Foster Carers have an annual review. Training and development is a key area of the review process and continuing professional development is an on-going responsibility for us all.

Your annual review will look at the training you have attended in the past year, how you have applied learning to your practice and look at your development needs for the next year.

Your Supervising Social Worker will help and advise you on which courses are most relevant for the fostering tasks that you undertake.

## PACE Consultations

Alison Keith is available for weekly consultations, where any Supervising Social Worker or Foster Carer can book a time slot to discuss any issues relating to the care of children and young people. This is administrated by the Amicus admin team. This slot can also be used for network meetings, which are arranged by supervising social workers. If you wish to book a consultation, please e-mail Cathy or Carol and cc-in your Supervising Social Worker.

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## Face to Face Training

During the current Covid 19 situation, our ability to provide face to face training has been limited. We are providing online courses through the Training Hub and recommending reading and various resources (also via Amicus Website), as shown on the page 11 diagram.

We are providing Face to Face training over the year, this may be via Zoom depending on restrictions. Please keep your eye on the Training Calendar, as this will be updated regularly. Celeste will also be emailing you with updates.

## Amicus Website

Click onto the Amicus website for the following training information:

- The Training Programme (updated annually)
- The Training Calendar (updated annually)
- A list of the 200 Training Hub courses we have available for you with weblinks for you to view details of each course.



## Online Training



## THE SOCIAL CARE TRAINING HUB

[www.socialcaretraininghub.co.uk](http://www.socialcaretraininghub.co.uk)

In recognition of individual carers continuous professional development all carers have been registered on the Social Care Training Hub portal, and have access to a huge range of Mandatory and Specialist training. A personal development plan has been drawn up for each Carer which will reviewed by supervising social workers throughout the year identifying courses to be undertaken.

We have a wide variety of specialist courses available to you through the 'The Social Care Training Hub'. Your supervising social worker will discuss which online courses which courses you will need to take, and which ones they feel would be beneficial. You have been emailed your login details for the site. The link to the site is above.

We offer nearly 200 courses online and our website offers links to any course which might be of interest to you. Please contact Carol and Celeste on the details on page 5 if you would like to be allocated any courses.

# Mandatory Online Training Course Details

[www.thesocialcaretraininghub.co.uk](http://www.thesocialcaretraininghub.co.uk)



## First Aid Refresher Fostering Online Course

This online course can only be used for theory purposes and does not mean you can deliver first aid if you have not got in place current first aid face to face training.

First aid is a vital skill that all foster carers should have an awareness of. This course is designed for foster carers who want to receive training in emergency first aid. It will cover the methods of dealing with various first aid emergencies, such as choking and shock, or CPR.

The main learning objectives of the course are as follows:

1. To understand the primary and secondary assessments
2. To know the recovery position
3. To know how to administer CPR
4. To know how to deal with different emergencies, like bleeding, shock, or choking

This course meets the Training, Support, and Development Standards as outlined in The Fostering Services (England) Regulations 2011.



[www.thesocialcaretraininghub.co.uk](http://www.thesocialcaretraininghub.co.uk)



## Fire Safety Fostering

Once a fire starts, it can spread, destroy, and kill very quickly – so it's crucial that you know how to deal with it promptly if you ever face this situation in your own setting.

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This comprehensive course will look at just how dangerous fire and smoke can be, as well as how you can combat different types of fires. It will also reinforce your confidence in choosing the right equipment for the right situation.

The learning objectives for this course are as follows:

- To improve awareness of the dangers of fire and smoke
- To gain awareness of all fire safety measures in the home
- To understand the appropriate actions in the event of a fire
- To gain confidence in identifying and operating firefighting equipment
- To gain an awareness of potential fire hazards in the home

This course meets the Training, Support, and Development Standards as outlined in The Fostering Services (England) Regulations 2011.



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## Equality and Diversity Fostering

This course is designed to help carers to fully appreciate the varied backgrounds that young people originate from. It also covers the need to respect and promote each child and young person's unique personality and social background, including aspects of discrimination.

The main learning objectives of the course are as follows:

- To learn how to manage diversity and promote equality
- To confidently discuss issues of inequality with children/young people and significant others
- To ensure that the needs, rights, and views of the child or young person are at the centre of all practice and provision
- To illustrate how individuality, difference, and diversity are valued and celebrated
- To explore equality of opportunity, issues and promote anti-discriminatory practice
- To define and promote social inclusion and advancement of children and young people
- To reflect on the different types of prejudice and discrimination that can affect children and young people in care
- To outline why it is important to provide care which respects and preserves each child's protected characteristics as defined by the Equality Act 2010
- To illustrate how to support and encourage children and young people to develop skills to deal with discrimination, enhance self-worth, and make a positive contribution

This course meets the Training, Support, and Development Standards as outlined in The Fostering Services (England) Regulations 2011.



[www.thesocialcaretraininghub.co.uk](http://www.thesocialcaretraininghub.co.uk)



## **Health and Safety Fostering Online Course**

Health and safety is something every person should be aware of, but it is especially vital for people working with vulnerable members of society. This course is designed for people who want to receive training in health and safety, and it is specifically tailored for people who care for children and young people.

The learning objectives for this course are as follows:

1. To have an introduction to health and safety
2. To be aware of home hazards
3. To understand home conditions
4. To know home procedures

This course meets the Training, Support, and Development Standards as outlined in The Fostering Services (England) Regulations 2011.



[www.thesocialcaretraininghub.co.uk](http://www.thesocialcaretraininghub.co.uk)



## **Safeguarding Children Foundation Fostering Online Course**

This course is aimed at individuals who work with children and young people, to give a basic awareness of safeguarding and child protection issues. It will explain the key terms and why they are so important, the different kinds of abuse and how to spot them, the laws and legislation, and how to act if you suspect abuse.

The main learning objectives of the course are as follows:

1. To know what is meant by 'safeguarding' and 'child protection', and why they are so important
2. To know what 'child abuse' means and the main kinds of abuse, their signs, symptoms, and effects
3. To know the relevant laws and regulations
4. To know how to act when a child discloses abuse
5. To know how to act if you suspect abuse, or if you have concerns about a child or young person's welfare
6. To understand the importance of working with other agencies to safeguard children and young people

This course meets the Training, Support, and Development Standards as outlined in The Fostering Services (England) Regulations 2011.

Amicus offers further online courses in:

- Safeguarding Children Advanced Level
- Safeguarding Children with Learning Disabilities
- Safeguarding Adults Level 1
- Safeguarding Adults Level 2



[www.thesocialcaretraininghub.co.uk](http://www.thesocialcaretraininghub.co.uk)



## General Data Protection Regulation Fostering Online Course

GDPR is finally here. You've probably heard about The General Data Protection Regulation (GDPR), and you've most likely received a lot of emails from companies updating their privacy policies – but do you fully understand it?

This course will look at GDPR, how it applies to you, and the government bodies enforcing it. It will examine the common mistakes and terminology you will encounter, all to ensure you have the best possible knowledge to look after the children and young people in your care.

By the end of this training you will be able to:

1. To understand 'personal information confidentiality'
2. To know the basic terms and principles
3. To be able to identify who or where the weakest link is
4. To know who will be policing the GDPR
5. To know what a DPO is
6. To know which policies are required
7. To know the first steps a carer should take

This course meets the Training, Support, and Development Standards as outlined in The Fostering Services (England) Regulations 2011.



[www.thesocialcaretraininghub.co.uk](http://www.thesocialcaretraininghub.co.uk)



## **Risk Management and Safer Care Fostering Online Course**

There's always going to be risks. It's impossible to be completely risk-averse. Because of this, carers need to be smart when it comes to managing that risk. This course enables carers to understand the nature of risk and to develop knowledge and confidence to assess and manage the risks that are an inevitable part of their work.

The learning objectives for this course are as follows:

1. To understand what we mean by 'safer care'
2. To understand the legal framework and practice procedures underpinning safer care
3. To achieve a greater understanding of the need to balance risk with gains for the child's developmental experience
4. To understand the need for a clear and up to date safer care policy
5. To know the difference between an allegation, a complaint, and a serious concern
6. To gain an understanding of some of the situations, behaviours, and conduct that could lead to an allegation and investigation
7. To develop practical ways of improving safe caring, in order to minimise the risk of allegations being made

This course meets the Training, Support, and Development Standards as outlined in The Fostering Services (England) Regulations 2011.



[www.thesocialcaretraininghub.co.uk](http://www.thesocialcaretraininghub.co.uk)



## Reporting and Recording Online Fostering Course

The files you keep are vital. For the children, they are a record of their lives, sometimes even a record of their memories. And for carers and staff, they are vital for the running of an effective team.

The course will look at why recording is important and why you need to make sure you do it correctly. Following on from that, it will look at how you can improve your report writing skills and how you can write with integrity and uphold confidentiality.

The learning objectives for this course are as follows:

1. To know the who and why of good recording
2. To be aware of the National Minimum Standards
3. To be able to record with integrity
4. To hone your report writing skills
5. To understand reflective practice and analytical skills
6. To understand the importance of confidentiality and data protection
7. To understand the importance of safeguarding when recording

This course meets the Training, Support, and Development Standards as outlined in The Fostering Services (England) Regulations 2011.

Amicus also offers Reporting and Recording Advanced Level online.



### Equality, Diversity and Inclusion

Amicus Foster Care is fully committed to promoting equality of opportunity in all it does as an employer and as a provider of services. The agency recognises that individuals and groups can be unfairly discriminated against and acknowledges its responsibilities to eliminate discrimination, in particular any form of discrimination that is unlawful. Amicus seeks to operate within a framework of fairness, openness, integrity and accountability, and to extend its commitment to equality of opportunity via its expectations of those who provide services for the agency.

Amicus has drawn up an Equality, Diversity and Inclusion Strategy (EDI) and action plan, focussing on four key objectives over the next three years.

Objective 1 – To embed the role of Equality, Diversity and Inclusion in strategic decision making, attracting, retaining and developing a diverse and talented workforce.

Objective 2 – To provide inclusive learning, development, and training.

Objective 3 – To provide inclusive activities and social events.

Objective 4 – To collaborate with children, young people, carers and stakeholders to ensure our commitment to inclusivity is at all levels and individuals feel confident in recognizing and challenging discrimination.

We have set up a working group and welcome young people, Carers and staff to be part of this. Please contact either Mark Brady or Thelma Huijgens for more details.

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[Thelma.huijgens@amicusfostercare.com](mailto:Thelma.huijgens@amicusfostercare.com)

## Youth Service

The aim of Amicus Youth Service is to develop the existing services on offer by bringing them under one umbrella whilst generating opportunities and services that are informed by mental health and wellbeing principles, opportunities for support and progression for young people. This service will aim to work with young people, foster parents and the staff team to contribute to the personal and social development and economic well-being of young people within the context of a diverse society that can be achieved by helping:

- Mental health awareness
- Confidence in opinions
- Changing behaviour: handling anger and distress
- Responding to challenges and opportunities
- Pursuing opportunities beyond Amicus
- Build young people's self-esteem and self-confidence
- Develop identity
- Develop young people's ability to manage personal and social relationships
- Creating learning opportunities for young people to develop new skills
- Encouraging positive group atmospheres
- Building the capacity of young people to consider risk, make reasoned decisions and take control
- Helping young people to develop a 'world view' which widens horizons and invites social commitment

We aim to provide a high-quality service using DDP principles to strengthen the dyadic relationship between carer and young person. The service will be accessible to all young people through group work, activities and via an individual referral basis. The youth service workers will form part of the network around the young people to assist and identify social and educational opportunities with a focus on strengthening the relationship between foster families and young people.

Co-ordinators - Mark Brady and Erin Jefferies

### Sons and Daughters

Amicus recognise the importance of supporting the entire family, including carers children living at home, and also their adult children that live independently. We know the vital role they play in fostering. The supervising social worker allocated to the foster family will regularly meet up with children living within the family home. Amicus organise various events and outings for both younger and adult children, Both these groups meet up a couple of times a year.