



**Community &
Voluntary Service**

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LOTTERY FUNDED

Serving the Local Voluntary and Community Sector



**Community &
Voluntary Service**

Fit for Safeguarding

A Free Workshop

Trainer: Jane Owen

Thursday 31st May 2012

Wednesday 18th July 2012

Tuesday 18th September 2012

Wednesday 14th November 2012

09.45am to 1.30pm

at 43 Bromham Road, Bedford

Priority bookings will be given to voluntary organisations

Serving the Local Voluntary and Community Sector

Fit For Safeguarding

Fit For Safeguarding

The course is for you if you....

- are from a local community group
- want to develop your understanding of safeguarding
- would like tools and resources to use to improve practice in your group

The aim of the workshop is to

- *develop understanding of safeguarding*
- *improve safeguarding practice in community groups*

E-learning

An essential part of this course is the safeguarding e-learning which has been provided by the Local Safeguarding Children Board for Bedfordshire.

For the first part of the session, learners will complete the e-learning using the computers that we will provide.

If you have already completed the e-learning and you can provide a copy of your certificate, please contact us. You may come to the second part of the session which starts at 12.30pm.

If you have access to a computer connected to the internet and would like to complete the e-learning before attending the course, please contact Jane by email jane@yourcvs.org or telephone 01234 354366.

Programme

09.45 Registration

10.00 E-learning session

12.00 Refreshments

12.30 Interactive training:

- Introduction to the toolkits
- Your safeguarding policy
- Writing a procedure
- Code of behaviour
- Keeping records
- Safer recruitment
- Putting together a plan of action
- Other tools and resources to use in your groups
- Signposting to further training

1.30 Close

The organisers reserve the right to modify the content of the programme