



Training and Professional Development Subgroup

Terms of Reference

Background and Responsibilities

The Bracknell Forest Safeguarding Board (BFSB) recognises all its partners have a responsibility to carry out safeguarding training for their staff and volunteers and to ensure they act in accordance with the Board's pan-Berkshire Multi-Agency Safeguarding Policy and Procedures. In addition, BFSB has statutory responsibilities to gather data on training activities and to gain assurance that such activities enable their workforce to develop the necessary skills and confidence to competently protect vulnerable people.

To facilitate this, the BFSB established a multi-agency Training and Professional Development Subgroup.

This Forum aims to provide regular support and assistance that reflects the aims set out below.

Aims

The subgroup aims to support the continuous development of safeguarding training carried out by organisations operating in Bracknell Forest by

- Co-ordinating the implementation of the training standards & training and professional development framework set by Safeguarding Board.
- Reviewing the Training and Professional Development Framework and making recommendations for amendments to the Safeguarding Board.
- Facilitating "train the trainer" briefings including providing advice, guidance and / or resources relating to the content, quality and evaluation of the impact of training and learning.
- Promoting specific themes that should be included in training due to learning identified in case reviews, audits changes or amendments to policy and procedures or any other matters identified by the Safeguarding Board and its sub-groups.
- Receiving feedback on individual partners safeguarding training and the dissemination of learning from case reviews including the evaluation of impact.
- Facilitating debate to resolve issues relating to the quality and impact of training and identifying training needs.
- Encouraging partners to support each other by sharing best practice and providing opportunities to attend each other's training sessions where a need is identified.

- Identifying training need themes which the Safeguarding Board can consider addressing by organising multi agency training sessions.
- Promoting multi agency training sessions facilitated by partner organisations and the Board's subgroups including case review multi agency learning events and the bi-annual safeguarding forum.
- Collating data on partners safeguarding data to be included in the Safeguarding Board's Annual Report.

Membership

To include representatives of both statutory and non-statutory agencies operating within Bracknell Forest.

Membership will be routinely reviewed by members of the sub-group and formerly evaluated every two years in line with the review of the Terms of Reference.

Chairing Arrangements

The chair will be elected for a two-year period.

Meeting Frequency

Meetings to be held three times a year. While meetings will continue to be held virtually, one of the three meetings each year will be held on a 'face to face' basis with a hybrid function available for those unable to attend in person.

Review

The Terms of Reference to be reviewed every two years.