

**Leaving Care Service Induction and Workforce Development Plan**



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Introduction

Welcome to the Induction and Workforce Development Plan document for Derbyshire Leaving Care Service.

It is essential that the people who work across Derbyshire are equipped with the skills, knowledge and confidence to respond to challenges in engaging with and improving outcomes for children, young people and families. This document sets out the Workforce Development opportunities that workers in this service are expected / recommended to undertake. It does not contain every opportunity that is available to you so it is advised that you regularly check the [Childrens’ Training Directory](https://dnet/working_for_us/Learning_and_Development/dept_training_information/caya/default.asp), your emails and speak to your manager to explore what else might be available.

This document has been designed to provide a guide through the Learning Pathway for all Leaving Care Service staff as well as role specific workforce development needs. This plan reflects the key priorities detailed in the Workforce Development Strategy: Purposeful Engagement with Children and Families; Retention; Recruit; Development. All social workers should also ensure they read and adhere to the Workforce Development pathway guidance their specific role development and career progression.

**Guidance for use**

You should first of all look at the list of core training and expectations for all staff and then move on to look at the tables for your job role. All staff should ensure they register on Derbyshire’s [Learning Pool](https://derbyshire.learningpool.com/).

It is expected that core training is the initial priority and that this ***could take up to 18 months to complete***. Where staff are new in post and to the County Council; this document should be used in conjunction with the Induction Checklist for Children’s Services

A discussion and assessment should take place around existing levels of knowledge, skills and qualifications with your manager to identify any prior learning and the most relevant workforce development opportunities for your CPD. This should be part of your [My Plan](https://dnet/working_for_us/Learning_and_Development/my_plan/default.asp); which can then be routinely reviewed.

If the member of staff has moved from another post within the County Council, a discussion should take place to establish existing knowledge/skills and gaps identified. This should then be reflected in their induction and development needs for the first year in post.

***There is no requirement for staff to do the same training twice; unless it is one which requires regular updating.***

**Expectations for all Leaving Care Workers**

* Ensure their record of CPD on learning is maintained
* [My Plan](https://dnet/working_for_us/Learning_and_Development/my_plan/default.asp) reflects appropriate development and progress
* Keep up to date with legislation. Policy, procedures and research (national and local) relevant to this area of work and safeguarding (Children’s and Adults)
* Have an awareness of findings from reflective reviews, Practice learning days child safeguarding reviews and inspections
* Be familiar with themes from [Child](https://www.derbyshirescb.org.uk/serious-case-reviews/serious-case-reviews.aspx) Safeguarding Practice Reviews
* Attend and contribute to service development days and other essential workforce development events in response to specific needs
* Understand how to safely store, share and deal with people’s information – the Information Governance e-Learning **MUST BE COMPLETED EVERY YEAR** – found on Derbyshire’s [Learning Pool](https://derbyshire.learningpool.com/)
* Regularly ensure you access training / resources and support to maintain your own emotional wellbeing

**Induction for all new Leaving Care Workers**

It is recognised that the Leaving Care Service requires additional specific knowledge and that whilst it is a Children’s Service, it also operates within adult frameworks. **Within the first four weeks** of starting, workers should undertake:

e-Learning: (Found on Derbyshire’s [Learning Pool](https://derbyshire.learningpool.com/) )

* Safeguarding Alerting others to Abuse
* An introduction to safeguarding
* Information Governance

In addition, the following 1-1 or group sessions should be arranged with relevant Leaving Care Service leads:

* The Leaving Care Service Journey, culture, values and operating model – Care Leavers Lead – Currently James Hollingworth
* An introduction to Leaving Care Service case management – South Derbyshire/Erewash Team Manger – Currently Claire Connolly-Weston
* EET and key outcomes – EET Lead / EET Worker - Currently Tammy Druce
* Pathway Plan briefing – North East / Amber Valley Team Manager - Currently Cheryl Hayward
* Briefing from Adult Social Care Senior Practitioner/Team Manager
* Briefing from a District Housing Manager

In addition, new staff should read the Leaving Care Service induction pack which contains key documentation relevant to the role. All workers should also utilise the generic Derbyshire log in to the National Leaving Care Benchmarking forum.

**Core Training for all Leaving Care Workers and Social Work staff**

The Aim for the below training is that staff will complete these with 18 months.

| CENTRAL TRAINING | E-LEARNING | LOCALITY TRAINING/ BRIEFINGS |
| --- | --- | --- |
| Within the first four weeks and /or as part of induction | | |
|  | Information Governance – Must be completed every year |  |
|  | [Safeguarding - Alerting others to abuse (Adults)](https://derbyshire.learningpool.com/course/view.php?id=1347) |  |
|  | An introduction to safeguarding |  |
| Within the first six months | | |
| Introduction to Systemic Practice | Introduction to Stronger Families safer Children |  |
| Stronger Families Safer Children | Introduction to Social Pedagogy |  |
| Good Practice – Safeguarding   * Day 1 Safeguarding * Day 2 Safeguarding * Day 3 Modern Slavery | Mental Health Awareness |  |
| Attachment |  |  |
| Pathway Plans (Delivered internally) |  |  |
| Within the first eighteen months | | |
| Child’s Lived Experience, Child’s Voice, Life Story Work | Prevent | EET:   * PEPS * Working with UASC * Creative Mentoring |
| ACES and Trauma Informed Practice | Autism |  |
| Motivational Interviewing and Solution Focused cycle of change | On-Line Safety |  |
| Bereavement and Loss | Mental Health First Aid (Youth) |  |
| Exploitation (Leaving Care Focused) – Scheduled before the end of 2021 | Mental Health First Aid (Adult) |  |
|  | Psychological First Aid (E-Learning) |  |
|  | Suicide- Let’s Talk (E-Learning) |  |

**Routine / Ongoing Service Development**

* Service Development Days
* Regularly check the following website which has some excellent training [Derby & Derbyshire - Emotional Health & Wellbeing (derbyandderbyshireemotionalhealthandwellbeing.uk)](https://derbyandderbyshireemotionalhealthandwellbeing.uk/)
* Case Auditing: Show Me Tell Me case audit reflection programme
* National Leaving Care Benchmarking Training
* Group Reflective Supervision – using Systemic Principles
* Adult Referral Thresholds – 3 monthly adult attendance at team meetings

**Development for Experienced Staff**

It is acknowledged that a number of members of staff will have been in role for some time and covered the majority of the training listed. During My Plan discussions consideration should be given to identifying individual development needs taking into account areas of interest and strengths of the individual in question. Other methods of development should be considered, these could include:

* Coaching/mentoring by a more senior member of staff
* Work shadowing of a member of staff in a different job role/work area
* Becoming a coach/mentor to other team members
* The opportunity to become a consultant for the Children’s’ Training Team
* Contributing to projects of benefit to the service

**Manager and Senior Practitioners**

|  |
| --- |
| **To Be Completed within 6 Months** |
| My Plan: Guidance for Managers (e-Learning) |
| Attendance Management, Conduct and Capability |
| Team Performance & Quality Assurance |
| [Derbyshire Leadership and Management Programme Module 1 - Enterprising leadership](https://derbyshire.learningpool.com/course/view.php?id=1099) |
| [Derbyshire Leadership and Management Programme Module 2 - Collaborative Leadership Module](https://derbyshire.learningpool.com/course/view.php?id=1100) |
| [Derbyshire Leadership and Management Programme Module 3 - Personal Leadership attributes](https://derbyshire.learningpool.com/course/view.php?id=1101) |
| [Derbyshire Leadership and Management Programme Module 4 - Shaping the future](https://derbyshire.learningpool.com/course/view.php?id=1102) |
| Various representation at partner agencies boards/meetings |
| Systemic and Management Training (Webinar – 4 ½ day sessions) |

**Career Pathways in the Leaving Care Service**

**Leaving Care Worker**

SS8

QOA L3 Health & Soc Care

QWIP

DEVQ Management apprenticeship

Social Work Apprenticeship

**Team Manager**

SS13

QOA BA Social Work

QWIP

DEVQ Management apprenticeship

**Development Opportunities for employees via apprenticeships:**

Level 3 Management

Level 4 Children, Young People & Families Practitioner

Level 5 Management

Level 5 Children, Young People & Families Manager

Level 6 Management

Level 6 Social Worker

Level 7 Management

**Senior Leaving Care Worker**

SS9

QOA L3 Health & Soc Care

QWIP

DEVQ Management apprenticeship

**Social Worker**

SS9-11

QOA BA Social Work

QWIP

DEVQ Management apprenticeship

**Senior Leaving Care Practitioner**

SS11

QOA BA Youth Work or similar

QWIP

DEVQ Management apprenticeship

**Senior Team Manager**

SS14

QOA BA Social Work

QWIP

DEVQ Management apprenticeship

**Useful Links**

[Children’s Commissioner for England](https://www.childrenscommissioner.gov.uk/) (Children in Care)

[Childrens’ Training Directory](https://dnet/working_for_us/Learning_and_Development/dept_training_information/caya/default.asp)

[Community Care](https://www.communitycare.co.uk/)

[Child](https://www.derbyshirescb.org.uk/serious-case-reviews/serious-case-reviews.aspx) Safeguarding Practice Reviews

[Government publications](https://www.gov.uk/government/publications)

[Learning Pool](https://derbyshire.learningpool.com/)

[My Plan](https://dnet/working_for_us/Learning_and_Development/my_plan/default.asp)

Policies and Procedures - [Derbyshire’s Children’s Services](http://derbyshirecaya.proceduresonline.com/) / [Derbyshire Safeguarding Children Board](http://derbyshirescbs.proceduresonline.com/index.htm)

[Research in Practice](https://www.rip.org.uk/)

[Skills for Care](https://www.skillsforcare.org.uk/Home.aspx)

[What works centre for children’s social care](https://whatworks-csc.org.uk/)