**Sheffield City Council**

**Mandatory Training Requirement for**

**Foster Carers**

**MANDATORY TRAINING**

**(REGARDLESS OF SKILLS LEVEL)**

Below is a list of the minimum training all foster carers need to complete. In addition to the mandatory training listed below, the Fostering Service may identify other training as mandatory for you to attend.

# LIST OF MANDATORY TRAINING

**TASK & PERMANENCE CARERS**

**Primary task and permanence carers**

In the *first year* carers are expected to complete the following training:

1. Paediatric First Aid
2. GDPR
3. Safeguarding Children
4. Health & Safety (inc. fire)
5. Food Safety
6. Recording Skills
7. Placement Game

From *year 2 onwards* (regardless of skill level) you and your fostering social worker will work together to identify your learning needs and the training you need to complete. The annual requirement is a minimum of 1 piece of training in each of these areas (although it is expected you will complete more than this):

* Therapeutic Parenting
* Education/schools
* Safeguarding

*Every 3 years* all carers must also update their Paediatric First Aid, GDPR, Food Safety and Health and Safety (inc Fire).

**Secondary task and permanence carers**

In the *first year* secondary foster carers will be required to complete

1. Paediatric First Aid
2. Safeguarding Children
3. Placement Game
4. GDPR

It is understood that a lot of secondary carers find it difficult to take time off work to complete training. All of the mandatory training, apart from Placement Game, therefore can be completed as an e-learning course. It is the expectation that the primary carer shares their learning from all of the other mandatory training with the secondary carer. You are asked to evidence this in your learning logs and supervision discussions with allocated fostering social worker.

From *year 2 onwards* (regardless of skill level) you and your fostering social worker will work together to identify your learning needs and the training you need to complete. The annual requirement is a minimum of 1 piece of training in each of these areas:

* Therapeutic Parenting
* Education/schools
* Safeguarding

There is an expectation that the main foster carer continues to share any relevant training and learning with the secondary carer and vice versa, record it in their learning log and discuss it with their allocated social worker.

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| **Task and Permanence Mandatory Training Overview** | | |
| **Year 1** | **Year 2** | **Repeat frequency following**  **previous completion** |
| **Main carer**  Paediatric First Aid (F)  GDPR (F, E)  Safeguarding Children (E)  Health & Safety (inc. fire) (F, E)  Food Safety (F, E)  Recording Skills (F)  Placement Game (F)  **Secondary carer**  Paediatric First Aid (F, E)  Safeguarding Children (E)  Placement Game (F)  GDPR (F, E)  *Main carer shares their additional learning with the secondary carer* | **Both carers**  Therapeutic Parenting (F, E, I)  Education/schools (F, E, I)  Safeguarding (F, E, I) | **EVERY 12 MONTHS:**  **Both carers**  Therapeutic Parenting (F, E, I)  Education/schools (F, E, I)  Safeguarding (F, E, I)  **EVERY 36 MONTHS:**  **Main carer:**  Paediatric First Aid (F)  GDPR (F, E)  Food safety (F, E)  Health & Safety (inc. fire) (F, E)  **Secondary carer**  Paediatric First Aid (F, E)  GDPR (F, E)  *Main carer shares their learning with the secondary carer* |
| In addition to the above, the Fostering Service may identify other training as mandatory for the carer to attend. | | |
| Notes:  F – face-to-face/zoom  E – e-learning  I – independent learning | | |

*Every 3 years* secondary carers must update their Paediatric First Aid training and GDPR.

**SUPPORT CARERS**

In recognition of the fewer hours that support carers have available for fostering, the mandatory training requirement is slightly different.

**Primary Support Carers**

Primary Support Carers are expected to complete the same mandatory training as other carers but *over a 3 year* period with only First Aid, GDPR, Health and Safety and Food Safety having to be completed in their 1st year.

1. Paediatric First Aid
2. GDPR
3. Safeguarding Children
4. Health & Safety (inc. fire)
5. Food Safety
6. Recording Skills
7. Placement Game

From *year 4 onwards* (regardless your skill level) you and your fostering social worker will work together to identify your learning needs and the training you need to complete. The annual requirement is a minimum of 1 piece of training in each of these areas:

* Therapeutic Parenting
* Education/schools
* Safeguarding.

*Every 3 years* support carers must also update their Paediatric First Aid, GDPR, Food Safety and Health and Safety (inc Fire).

**Secondary Support Carers**

In *the first year* secondary Support foster carers will be required to complete:

1. Paediatric First Aid (online e-learning course)
2. GDPR (online e-learning course)

Before their *3rd year,* secondary Support foster carers will be required to complete:

1. Placement Game
2. Safeguarding Children (online e-learning course)

It is understood that a lot of secondary carers find it difficult to take time off work to complete training. All of the mandatory training, apart from Placement Game, therefore can be completed as an e-learning course. It is the expectation that the primary carer shares their learning from all of the other mandatory training with the secondary carer. You are asked to evidence this in your learning logs and supervision discussions with allocated fostering social worker.

From *year 4 onwards* (regardless of skill level) you and your fostering social worker will work together to identify your learning needs and the training you need to complete. The annual requirement is a minimum of 1 piece of training in each of these areas:

* Therapeutic Parenting
* Education/schools
* Safeguarding.

There is an expectation that the main foster carer continues to share any relevant training and learning with the secondary carer and vice versa, record it in their learning log and discuss it with their allocated social worker.

*Every 3 years* secondary carers must update their Paediatric First Aid training and GDPR.

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| **Support Carers – Mandatory Training Overview** | | | |
| **Year 1** | **Before 3rd Year** | **Year 4** | **Repeat frequency following**  **previous completion** |
| **Main carer**  Paediatric First Aid (F)  GDPR (F, E)  Health & Safety (inc. fire) (F, E)  Food Safety (F, E)  **Secondary carer**  Paediatric First Aid (F, E)  GDPR (F, E) | **Main carer**  Safeguarding Children (E)  Recording Skills (F)  Placement Game (F)  **Secondary carer**  Safeguarding Children (E)  Placement Game (F)  *Main carer shares their additional learning with the secondary carer* | **Both carers**  Therapeutic Parenting (F, E, I)  Education/schools (F, E, I)  Safeguarding (F, E, I) | **EVERY 12 MONTHS:**  **Both carers**  Therapeutic Parenting (F, E, I)  Education/schools (F, E, I)  Safeguarding (F, E, I)  **EVERY 36 MONTHS:**  **Main carer:**  Paediatric First Aid (F)  GDPR (F, E)  Food safety (F, E)  Health & Safety (inc. fire) (F, E)  **Secondary carer**  Paediatric First Aid (F, E)  GDPR (F, E)  *Main carer shares their learning with the secondary carer* |
| In addition to the above, the Fostering Service may identify other training as mandatory for the carer to attend. | | | |
| Notes:  F – face-to-face/zoom  E – e-learning  I – independent learning | | | |

# MANDATORY TRAINING REQUIREMENTS

The mandatory training courses (namely Paediatric First Aid, GDPR, Safeguarding Children, Health & Safety inc. fire, Food Safety, Recording Skills and Placement Game) need to be run or facilitated via the Sheffield Fostering Training Team. In some circumstances, we can recognise that you completed these through other organisations – your fostering social worker will discuss your specific circumstances with you.

Training in the following areas: Therapeutic Parenting, Education/schools and Safeguarding

can be completed via:

* A workshop delivered or organised by the Sheffield Fostering Training Team (these will be advertised at the start of each term via the Training Update; most of the available workshops can be found at <https://www.eventbrite.co.uk/o/sheffield-fostering-training-and-development-43096759253>).
* An online course assigned to you by the Sheffield Fostering Training Team.
* Self-study – e.g. reading a book or article, watching a film, attending a meeting that might lead to questioning or change of your fostering practice, completing training/learning via your other employment/voluntary work. All self-study will need to be recorded on a learning log sheet and discussed with your Social Worker.

Foster carers who have been approved for longer than 1 year and have not completed the mandatory training may be asked to complete it retrospectively – your fostering Social Worker will discuss your specific circumstances with you.

Any queries in relation to training/learning can be directed to your Social Worker or the Sheffield Fostering Training Team - [fosteringtraining@sheffield.gov.uk](mailto:fosteringtraining@sheffield.gov.uk).

This policy was agreed and signed off by: Anne-Marie Banks (Service manager)

Date: 20/01/2022