

CHILDREN AND YOUNG PEOPLE OVERVIEW & SCRUTINY PANEL

8 September 2011



PLYMOUTH
CITY COUNCIL

Children's Workforce Induction Programme

The Children's Workforce Network (disbanded in September 2009), together with the Children's Workforce Development Council (CWDC), developed a set of visions and principles for induction for all those who work with children, young people and families in England. The vision and principles for induction to the children and young people's workforce are the first step towards a common understanding and direction on induction for the children and young people's workforce. They establish an expectation that everyone in the workforce should have an induction based on the common core of skills and knowledge for the children's workforce (known as the Common Core), tailored appropriately to their role and setting.

The CWDC induction standards set out what new workers should know, understand and be able to do within six months of starting work. They are now mandatory for the children's social care workforce and can be used successfully for other roles too :

- Standard 1: understand the principles and values essential for working with children and young people.
- Standard 2: understand your role as a worker (employed / self employed)
- Standard 3: understand health and safety requirements
- Standard 4: know how to communicate effectively
- Standard 5: understand the development of children and young people
- Standard 6: safeguard children (keep them safe from harm)
- Standard 7: develop yourself

The Children's Workforce Induction Programme has been developed and delivered by a core team from Lifelong Learning within Plymouth City Council with the objective of supporting the Common Core for new or returning staff who work with children or young people in Plymouth during their induction period. A DVD has been developed to support the training – 'Someone Who Listens' – in conjunction with Routeways, Plymouth College of Art and young people in Plymouth – an award winner at the Media Innovation Awards 2010.

The induction programme we are offering to the children and young people's workforce in Plymouth makes full use of the Children's Workforce Development Council induction materials and provides a structured process to help meet the needs of the workforce. The Induction Programme is on offer to all new employees or those returning to work in the children and young people's workforce. Since its inception in 2008, over 300 workers have successfully undertaken the training. Additionally, support for managers from all sectors who will be supporting staff through the induction process has been provided via half day workshops. Guidance has been provided for them on the following :

- who should complete the induction;
- the delivery of induction and an overview of the programme;
- assessing workers' learning and signing off the assessment process;
- links with Corporate Induction and Children's Services Supervision Policy;
- links between the induction process and the Common Core of Skills and Knowledge, the GSCC Code of Practice and National Occupational Standards / NVQ pathways.

Effective induction is central to good human resources practice and is the foundation of continuing professional development. It applies to staff who are newly recruited, to those who have been promoted, or to those whose existing role is changing. It applies to people working in full-time, part-time, sessional and volunteer roles. It applies to those who work with children and young people as the main part of their job, and those who come into contact with children and young people for some of the time.

Developed to support new workers engage with the principles of the common core during their induction period, our newly revised 3 day programme uses a variety of activities and resources, including inter- sessional tasks, to explore the key elements of the common core and how they relate to the workplace.

Delegates will be helped to develop :

- an outline of essential skills and knowledge for safe practice;
- practice in understanding young people’s views of “good” workers;
- an outline of the key processes for integrated working;
- a clearer understanding of a variety work roles and responsibilities;
- a personal induction plan to work to with their manager;
- their reflection skills and their understanding of their personal learning style.

Course Overview

Pre- course reading

DAY 1 : Theme 1: Working in a principled way: Every child matters
 Theme 2: Equality, diversity and inclusion
 Theme 3: Human need, learning and development
 Inter-sessional task

DAY 2 ; Theme 4: Understanding behaviour
 Theme 5: Building relationships
 Theme 6: A structured approach to work with children
 Inter-sessional task

DAY 3 : Theme 7: Safeguarding and protecting children
 Theme 8: Health and safety
 Theme 9: Working together; working with others

CWDC Induction Training September 2011 onwards

Group	Day 1	Day 2	Day 3
Group 1	Sat 10 Sept 2011 : 9 - 4	Sat 24 Sept 2011 : 9 - 4	Sat 8 Oct 2011 : 9 - 4
Group 2	Mon 10 Oct 2011 : 9.30 – 4.30	Thurs 20 th Oct 2011 : 9.30 – 4.30	Weds 9 Nov 2011 : 9.30 – 4.30
Group 3	Sat 14 Jan 2012 : 9 – 4	Thurs 26 Jan 2012 : 1 – 6	Tues 7 Feb 2012 : 1 – 6
Group 4	Fri 24 Feb 2012 : 9.30 – 4.30	Fri 9 March 2012 : 9.30 – 4.30	Fri 30 March 2012 : 9.30 – 4.30

The lead trainers from September 2011 include an Early Years and Literacy Specialist and a 14 – 19 specialist and Ofsted Inspector.

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