

ARC Training Calendar

2016/17



ARC England©

ARC House, Marsden Street, Chesterfield, Derbyshire, S40 1JY

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Care Certificate Workplace Assessment Workshop

This full day workshop for Registered Managers, Team Leaders and senior support staff. It covers in-depth how to **plan and carry out effective assessment** in the workplace and accurate recording.



This one-day workshop will cover:

- The role of the 'assessor' and the assessment process
 - The 15 standards - which sections require observation
 - Planning observation and assessment in the workplace
 - Assessment methods and making assessment decisions
 - Giving effective feedback
 - Recording and standardisation
- **15 April 2016 – Nottingham**
 - **22 April 2016 – Doncaster**
 - **19 May 2016 – Shrewsbury**
 - **29 June 2016 - Hartlepool**
- **Costs per attendee:**
£78 (ARC Members) | £89 (Non Members)

Mental Capacity Act & Deprivation of Liberty Safeguarding

This one-day workshop is designed to increase awareness and understanding of the **Mental Capacity Act and Deprivation of Liberty Safeguards**, which continues to be an area of concern for many providers.



Our highly experienced trainer will cover:

- Understand how the Act impacts people who have a learning disability and those supporting them
 - Understand how the Safeguards impact on people who have a learning disability and those supporting them
- **20 April 2016 – Bristol**
 - **21 April 2016 – Blackburn**
 - **12 May 2016 – Coventry**
 - **15 June 2016 – Swindon**
 - **16 June 2016 - Peterborough**
- **Costs per attendee:**
£78 (ARC Members) | £89 (Non Members)

Supporting Medication in Social Care Settings – Train the Trainer

This one-day course is aimed at people who are already competent trainers and would like to deliver our 'Supporting Medication' course to their staff. **On completion of the course, the trainer will be equipped to deliver the 'Supporting Medication' course to your staff.**



During this workshop you will:

- Build upon and develop your current knowledge and skills
- Become able to competently deliver the 'Supporting Medication' course to your staff.
- Receive a comprehensive Resource Pack and DVD usually retailing at £105
- **11 April 2016 – Truro**
- **13 April 2016 – Rugby**
- **10 May 2016 – Croydon**
- **8 June 2016 – Leicester**
- **Costs per attendee:**
£130 (ARC Members) | £149 (Non Members)

Understanding Diversity in Learning Disability Services

One in four new entrants to Learning Disability Services is from an ethnic minority background. This workshop will help attendees **support people from a diverse range of backgrounds** in an appropriate way, meeting an **important part of the new commissioning structure.**



This workshop will cover:

- Individual identity
- What is culture? What is diversity?
- How to avoid prejudice
- How to work in a culturally competent manner
- How to engage with communities
- How to adapt practices to make them appropriate for everyone
- **18 May 2016 – Birmingham**
- **Costs per attendee (including lunch):**
£78 (ARC Members) | £89 (Non Members)

Recruitment and Selection Skills in Social Care

Recruitment and retention are key issues for providers; ARC's new workshop will help attendees to practice and develop the key skills required in **shortlisting, interviewing and selecting the best candidate(s)** for their job vacancies.



This workshop covers in-depth:

- How to effectively shortlist candidates for interview and justify their selection
- Interview planning
- Ensuring quality and fairness in the recruitment process
- Assess candidate performance and make effective appointment decisions
- **26 April 2016 – Bristol**
- **Costs per attendee:**
£95 (ARC Members) | £130 (Non Members)

Mate Crime Awareness Workshop

Mate crime is the term for what happens when people in vulnerable situations are **abused or exploited by people they think of as friends**. ARC's Mate Crime workshop addresses these serious issues and raises awareness.



These workshops address:

- Prevalence and typology
- What makes some people so vulnerable?
- Reporting issues
- Law and policy
- **12 May 2016 – Birmingham**
- **22 June 2016 – Devon**
- **Costs per attendee:**
£78 (ARC Members) | £89 (Non Members)

Self-Harm Awareness in People with Learning Disabilities

People with learning disabilities are thought to self-harm at roughly double the rate of the general population. This one-day workshop is aimed at **all staff and managers** working with people who do, or may, self-harm, (much self-harm is hidden).



The workshop is aimed at all staff and managers working with people who do, or may, self-harm, (much self-harm is hidden), and covers:

- Types of self-harm/self injury
- Reasons for self-harm
- Responses to self-harm
- Communication with people who self-harm
- Identification and prevention

- **19 April 2016 – Bristol**
- **12 May 2016 – Birmingham**
- **14 June 2016 - Swindon**

- **Costs per attendee:**
£78 (ARC Members) | £89 (Non Members)

Delivering Quality Services in Social Care

This course explores the key areas related to the delivery of quality social care services including the process of planning and achieving positive outcomes that underpin the personalisation agenda. It aims to provide an opportunity to enhance knowledge, learning and discuss good practice initiatives.



This one-day workshop covers:

- Defining quality
- Service User perspective
- Legal and policy context
- Setting the quality agenda
- Evaluating & improving services

- **1 June 2016 – Worcester**

- **Costs per attendee:**
£95 (ARC Members) | £130 (Non Members)

Care Certificate Workplace Assessment Workshop

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This one-day workshop will cover:

- The role of the 'assessor' and the assessment process
- The 15 standards - which sections require observation
- Planning observation and assessment in the workplace
- Assessment methods and making assessment decisions
- Giving effective feedback
- Recording and standardisation

- **14 July 2016 – Dartford**
- **14 August 2016 - Chesterfield**
- **7 September 2016 – Crawley**

- **Introductory offer per attendee:
£78 (ARC Members) | £89 (Non Members)**



Mental Capacity Act & Deprivation of Liberty Safeguarding

This one-day workshop is designed to increase awareness and understanding of the **Mental Capacity Act and Deprivation of Liberty Safeguards**, which continues to be an area of concern for many providers.

Our highly experienced trainer will cover:

- Understand how the Act impacts people who have a learning disability and those supporting them
- Understand how the Safeguards impact on people who have a learning disability and those supporting them
- Recent developments

- **6 July 2016 – Bradford**
- **20 July 2016 – Reading**
- **12 September 2016 – Gloucester**

- **Costs per attendee:
£78 (ARC Members) | £89 (Non Members)**



Supporting Medication in Social Care Settings – Train the Trainer

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- Become able to competently deliver the 'Supporting Medication' course to your staff.

Receive a comprehensive Resource Pack and DVD usually retailing at £105

- **19 July 2016 – Reading**
- **7 September 2016 – Telford**

- **Costs per attendee:**
£130 (ARC Members) | £149 (Non Members)

Understanding Diversity in Learning Disability Services

One in four new entrants to Learning Disability Services is from an ethnic minority background. This workshop will help attendees **support people from a diverse range of backgrounds** in an appropriate way, meeting an **important part of the new commissioning structure.**



This workshop will cover:

- Individual identity
 - What is culture? What is diversity?
 - How to avoid prejudice
 - How to work in a culturally competent manner
 - How to engage with communities
 - How to adapt practices to make them appropriate for everyone
- **20 September 2016 – Leicester**

 - **Costs per attendee (including lunch):**
£78 (ARC Members) | £89 (Non Members)

Recruitment and Selection Skills in Social Care

Recruitment and retention are key issues for providers; ARC's new workshop will help attendees to practice and develop the key skills required in **shortlisting, interviewing and selecting the best candidate(s)** for their job vacancies.



This workshop covers in-depth:

- Explore what needs to be in place for successful recruitment and selection interviews
 - How to effectively shortlist candidates for interview and justify their selection
 - Interview planning
 - Ensuring quality and fairness in the recruitment process
 - Assess candidate performance and make effective appointment decisions
- **14 July – Birmingham**
 - **Costs per attendee:
£95 (ARC Members) | £130 (Non Members)**

Mate Crime Awareness Workshop

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These workshops address:

- Prevalence and typology
 - What makes some people so vulnerable?
 - Reporting issues
 -
- **13 September 2016 - Gloucester**
 - **Costs per attendee:
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July – September 2016

Self-Harm Awareness in People with Learning Disabilities

People with learning disabilities are thought to self-harm at roughly double the rate of the general population. This one-day workshop is aimed at **all staff and managers** working with people who do, or may, self-harm, (much self-harm is hidden).



The workshop is aimed at all staff and managers working with people who do, or may, self-harm, (much self-harm is hidden), and covers:

- Types of self-harm/self injury
- Reasons for self-harm
- Responses to self-harm
- Communication with people who self-harm

- **5 July 2016 – Devon**
- **7 September 2016 - Bristol**

- **Costs per attendee:
£78 (ARC Members) | £89 (Non Members)**

Identification and prevention

Leading and Managing a High Performing Team in Social Care

This new workshop focuses on leading an effective team within a social care setting. CQC reports show that services, which score highly under the 'well-led' KLOE, tend to score highly in other areas as well as overall.



This full-day workshop will cover:

- The features of effective team performance
- Developing a shared vision
- Developing a positive team culture
- Meeting objectives and managing performance

- **7 September 2016 – Newcastle**
- **27 September 2016 - Oxford**

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£95 (ARC Members) | £130 (Non Members)**

Care Certificate Workplace Assessment Workshop

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 - Giving effective feedback
 - Recording and standardisation
- **12 October 2016 – Durham**
 - **2 November 2016 – Sunderland**
 - **6 December 2016 – Burnley**
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£78 (ARC Members) | £89 (Non Members)

Mental Capacity Act & Deprivation of Liberty Safeguarding

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Our highly experienced trainer will cover:

- Understand how the Act impacts people who have a learning disability and those supporting them
 - Understand how the Safeguards impact on people who have a learning disability and those supporting them
- **5 October 2016 – Manchester**
 - **18 October 2016 – Sheffield**
 - **10 November 2016 – Plymouth**
 - **15 November 2016 – Devon**
 - **15 December 2016 - Birmingham**
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October – December 2016

Supporting Medication in Social Care Settings – Train the Trainer

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 - Giving effective feedback
 - Recording and standardisation
- **8 October 2016 – Birmingham**
 - **8 November 2016 – Crawley**
 - **2 December 2016 - Bristol**
- **Costs per attendee:**
£130 (ARC Members) | £149 (Non Members)

Understanding Diversity in Learning Disability Services

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This workshop will cover:

- Individual identity
 - What is culture? What is diversity?
 - How to avoid prejudice
 - How to work in a culturally competent manner
 - How to engage with communities
 - How to adapt practices to make them appropriate for everyone
- **3 October 2016 - Leeds**
- **Costs per attendee:**
£78 (ARC Members) | £89 (Non Members)

Recruitment and Selection Skills in Social Care

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This workshop covers in-depth;

- Explore what needs to be in place for successful recruitment and selection interviews
 - How to effectively shortlist candidates for interview and justify their selection
 - Interview planning
 - Ensuring quality and fairness in the recruitment process
 - Assess candidate performance and make effective appointment decisions
- **11 October 2016 – Leeds**
 - **8 November 2016 - Manchester**
- **Costs per attendee:**
£95 (ARC Members) | £130 (Non Members)

Mate Crime Awareness Workshop

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These workshops address:

- Prevalence and typology
 - What makes some people so vulnerable?
 - Reporting issues
- **12 October 2016 – Sheffield**
 - **11 November 2016 - Plymouth**
- **Costs per attendee:**
£78 (ARC Members) | £89 (Non Members)

Self-Harm Awareness in People with Learning Disabilities

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- Reasons for self-harm
- Responses to self-harm
- Communication with people who self-harm

- **11 October 2016 – Sheffield**
- **11 November - Plymouth**

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Common Challenges in Social Care Management

Social care managers are faced with many challenges; this new one-day workshop helps develop strategies to deal with these issues in an effective manner.



This one-day workshop will cover:

- Team development
- Managing change
- Conflict management
- Motivation
- Delegation
- Managing poor performance
- Disciplinary and capability

- **17 November 2016 - Birmingham**

- **Costs per attendee:**
£95 (ARC Members) | £130 (Non Members)

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- **26 January 2017 – Tyne and Wear**
 - **23 February 2017 – Birmingham**
 - **16 March 2017 – Milton Keynes**
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£78 (ARC Members) | £89 (Non Members)

Mental Capacity Act & Deprivation of Liberty Safeguarding

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- **18 January 2017 – Devon**
 - **19 January 2017 – Reading**
 - **2 February 2017 – Bradford**
 - **9 February 2017 – Peterborough**
 - **10 March 2017 - Telford**
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 - Giving effective feedback
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- **11 January 2017 – Birmingham**
 - **16 February 2017 – Devon**
 - **March 2017 - Nottingham**
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£130 (ARC Members) | £149 (Non Members)

Understanding Diversity in Learning Disability Services

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 - How to engage with communities
 - How to adapt practices to make them appropriate for everyone
- **23 March 2017 – Leeds**
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£78 (ARC Members) | £89 (Non Members)

Self-Harm and People with Learning Disabilities Awareness

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The workshop is aimed at all staff and managers working with people who do, or may, self-harm, (much self-harm is hidden), and covers:

- Types of self-harm/self injury
 - Reasons for self-harm
 - Responses to self-harm
 - Communication with people who self-harm
- **25 January 2017 – Devon**
 - **20 February 2017 – Devon**
 - **14 March 2017 - Manchester**

- **Costs per attendee:
£78 (ARC Members) | £89 (Non Members)**

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 - **7 March 2017 - Bristol**

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£78 (ARC Members) | £89 (Non Members)**

Booking your place

To book a place on any of our workshops, please download the relevant booking form from <http://arcuk.org.uk/blog/category/events/> and return it to us at bookings@arcuk.org.uk.

For further details about any of our training workshops, please contact us on 01246 555043 or contact.us@arcuk.org.uk.

ARC Bespoke Workshops

Each of ARC's workshops is also available on a bespoke basis. Organisations can book one of our skilled trainers to deliver an 'in-house' workshop. Each individual workshop is suitable for up to fifteen people. ARC bespoke workshops offer a cost-effective and flexible way to deliver customized training to your staff.

Costs: Starting from £595 (ARC Members) and £625 (Non Members) plus trainer's expenses.

For more information or to discuss your training needs, please contact us on 01246 555043 or contact.us@arcuk.org.uk

