

Frequently asked questions...
Approved safeguarding training at appointment review
(December 2014)

1. Why has this change been made?

The Association reviews its safeguarding arrangements constantly and, following a formal internal review and external advice from the NSPCC, it was decided that training in safeguarding should be an ongoing requirement, as it is with first aid. The issues facing Scouters in keeping young people safe are changing all the time and it's essential that we provide up to date training. This was implemented in January 2010.

2. Who is responsible for ensuring adults have completed the training?

The appointee's line manager will need to check that those they review have completed the training and that they understand their safeguarding roles and responsibilities and the reporting process for concerns. We advise that line managers, appointment secretaries and training teams work together in communicating completion of training, and ensuring this is recorded on the appointee's records.

3. How can training be completed?

The requirement for adults to have undertaken approved safeguarding training may be met through two routes:

1. Participation in a training session meeting the specified objectives and delivered by approved trainers.
2. Participation in approved online training.

Given the nature of safeguarding, best practice is to attend a face to face training course as there is no validation process required for ongoing learning. However it is recognised that there may be circumstances where face to face training is difficult to access, so the online alternative has been provided to ensure flexibility and accessibility for those who need it.

Currently the approved online training package is: '*The Scout Association Safeguarding Awareness*' online training. (See [TSA Safeguarding Awareness Training](#))

4. Who is responsible for ensuring that training is available?

This is a County / Area / Region (Scotland) responsibility. Safeguarding Awareness Co-ordinators should be appointed in every County/Area/Region to monitor and provide training sessions meeting the objectives and to offer advice about online training options. Many Counties/Areas/Regions (Scotland) have also recruited safeguarding trainers who have completed the mandatory weekend training run by UKHQ to help deliver training in their localities.

5. Who manages the delivery of safeguarding training?

County / Area Training Managers or Assistant Region Commissioners (AT) (Scotland), in conjunction with Safeguarding Awareness Co-ordinators. SACs have duties outlined in Policy, Organisation and Rules to monitor compliance with safeguarding arrangements and provide advice to Commissioners.

6. Who can deliver training?

Safeguarding Awareness Co-ordinators or trainers who have completed the SAC training provided by Headquarters (details from safeguarding@scouts.org.uk).

7. How should we record this safeguarding training?

There is provision on Compass for training to be recorded under the section entitled Mandatory Ongoing Learning.

8. Do Safeguarding Awareness Co-ordinators have to do Module 28 & 29?

This is not currently a requirement, but we do suggest that if SACs are delivering training they should consider completing these modules as part of their training delivery. SACs receive specialist training from Headquarters, which includes training on effective safeguarding training. We strongly suggest that anyone attending the training weekend has some training experience, and we ask for County/Area/ Regional Commissioners authorisation to attend the training. This is to ensure that the right people are in place in these roles.

(NB. Trainer training is currently under review across The Association and in the future safeguarding trainers will be brought in line with national standards and requirements and anyone delivering safeguarding training will also need to have the appropriate trainer training in place)

9. Which appointments does this rule apply to?

All those subject to an appointment review – essentially anyone who holds an appointment except for Occasional Helpers; Scout Active Support; and those in elected roles. We would recommend that those who are not subject to an appointment review, be encouraged to attend training if they have the availability. Anyone volunteering should have a basic induction and regular updates in awareness of our safeguarding policies and processes, even if this is a simple briefing.

10. Who decides if the individual completes a face to face session or the online option?

The individual, with agreement from their line manager. Although we encourage volunteers to attend face to face training where this is accessible, in some circumstances it will be more appropriate to complete the online training.

Online learning is not appropriate for everyone, and may not be appropriate for some appointees, for example, individuals with specific learning needs or the sight impaired or cases where there have been concerns about an individual's understanding of safeguarding in Scouting. In these circumstances, the options should be discussed between the line manager and the individual.

If an individual completes online training one appointment review then they must complete face to face training at their next appointment review.

11. How is this training different to the safeguarding training delivered in *Module 1: Essential Information*?

Module 1 provides basic knowledge and information for all new volunteers in Scouting regarding their role and responsibilities in respect of safeguarding young people. Module 1 is required for completion of Getting Started and Wood Badge training.

Safeguarding Awareness training is delivered by specialist trainers who are equipped with a deeper knowledge of the subject matter. It supplements and builds on the training given in Module 1, assuming knowledge and experience of Scouting, so adults have more confidence in

their safeguarding roles and responsibilities. *New volunteers in Scouting are not required to attend this training.*

New volunteer in Scouting = Module 1

Existing volunteer in Scouting before review = safeguarding awareness training.

If volunteers wish to attend safeguarding awareness training to update their own knowledge and understanding then we should not deter them. However you may need to consider how the training environment and activities are delivered to take account of this.

12. Are there any Scouting training resources available and must they be used?

Training materials are available to those who have completed the training for Safeguarding Awareness Co-ordinators. The materials are designed to assist the delivery of workshops. For further advice, information and resources contact safeguarding@scouts.org.uk.

13. How long does this training take?

Training workshops would normally be expected to last a minimum of 2 hours.

'*The Scout Association Safeguarding Awareness*' online training can be completed in one hour.

Some Counties/Areas/Regions run longer training sessions or days that also include additional training on Anti-bullying and online safety.

14. What should be checked at review?

Adults need to be able to demonstrate that they have completed safeguarding training in the last five years.

Line managers should feel confident in the appointees ability to understand their roles and responsibilities when safeguarding young people in Scouting, and confident in following the reporting procedure.

15. I am a police officer / social worker / teacher and have already completed safeguarding training for my job. Why should I have to be trained again?

All adults in Scouting have an obligation to follow our Policy and Procedures, regardless of their occupation. All adults sign to agree this when they are appointed. The Scout Association has its own codes of practice and reporting procedures and therefore it is important that adults in Scouting understand this. Professionals who work in safeguarding should understand this.

Professional training for the likes of police officers, social workers or teachers will not have any Scouting context. For example, a specialist police officer will have a detailed understanding of the law and investigative techniques, but will not (by virtue of their professional background) have an understanding of what the Association's stance is in respect of alcohol on activities or best practice in terms of the Yellow Card. Therefore all adults in Scouting must undertake the training.

16. Why should I have to do the same training every five years?

As with many other organisations, it is also important that individuals are updated on their roles and responsibilities for those organisations, which means that Scouting, especially reporting procedures and safeguarding arrangements, may be different to that of teaching.

This means that everyone, including me, needs to undertake regular safeguarding awareness for Scouting.

The government guidance is that safeguarding training is completed every three years and safeguarding training is constantly reviewed as our understanding of the issues faced by young people changes over time. The content of this training will, therefore, change to reflect this.

Completion every five years bring this into line with other review activities like First Aid, Criminal Records Checks and Safety