

Safeguarding Adults
'Chairing Meetings'
Multi-Agency Training 2020
(half-day course)



This is a half day course, for colleagues across all agencies, including the independent sector, aims to help them identify and explore the skills needed to chair multi-agency meetings to safeguard and promote the safety and welfare of adults at risk.

Before you book on this course, it is essential you have already attended basic level safeguarding adults training, or have practical working understanding of safeguarding adults criteria and practice. Please do not book onto this training if you do not already have this knowledge.

Key learning outcomes for this course are:

- Explore how to plan and chair multi-agency meetings where someone is at risk, whilst maintaining the values that underpin Making Safeguarding Personal.
- Consider how to chair meetings to best practice standards, applying relevant legislation and guidance, including information sharing protocols.
- Discuss how to prepare for a meeting, ensuring that participants are clear about their roles and what outcomes are to be achieved.
- Recognise and practice a range of interpersonal skills to manage the meeting and achieve specified outcomes for individuals.
- Identify some of the things that may go wrong in meetings and consider what actions can be taken to ensure the meeting remains focussed.

Date	Duration	Course Venue
3 rd March 2020	9:30am-12:30pm	The Hub, Shiners Way, off Market Street, South Normanton , DE55 2AA.
23 rd June 2020 cancelled due to Covid-19 pandemic	9:30am-12:30pm	County Hall, Matlock
15 th September 2020	9:30am-12:30pm	Derby Homes Ltd, 839 London Road, Derby , DE24 8UZ
3 rd November 2020	9:30am-12:30pm	Joint Training Centre, Butterley Hall, Ripley , Derbyshire, DE5 3RS

How to book

All staff will need to follow their internal agency guidelines when requesting to attend the scheduled study courses. All training is provided free of charge.

To attend you will need to book your place via Derbyshire Learning Online.

If you already have a Derbyshire Learning Online account:

- Click [here](#), search for the course name, enrol on the course and then click 'sign-up' to book your place.

If you don't yet have a Derbyshire Learning Online account:

- Please see the user guides for guidance on how to use the new system to sign up to courses. They can be accessed by clicking [here](#).

If you have any queries about this, or have problems completing this process, please contact:
ssdtraining@derbyshire.gov.uk.