

**Guidance for Nurses,
Midwives and Allied Health
Professionals in relation to
implementing the SBNI 'Child
Safeguarding Learning and
Development Strategy and
Framework'**

Improving your health and wellbeing

Version 1.0

Date of Issue: December 2016

Review: December 2017

Introduction

The primary responsibility for safeguarding children and young people and promoting their welfare rests with their parents or carers. They provide help, support and protection to their children. Extended family, friends, neighbours and the wider community can help parents and carers to safeguard and promote the welfare of children¹. However those who work with children, young people or families, in whatever capacity, have a particular responsibility to promote their welfare and ensure they are safe. Nurses, midwives and allied health professionals play an essential part in ensuring that children and families receive the care, support and services they need to promote children's health and development.

The 'Child Safeguarding Learning and Development Strategy and Framework 2015-2018' was developed by the Safeguarding Board for Northern Ireland (SBNI) Education and Training Committee and endorsed by the SBNI Board in June 2015. This Strategy is informed by the SBNI's Strategic Plan 2013-2017 and its associated vision statement, function and values. The strategy contributes to the improvement of child protection and safeguarding training and education in Northern Ireland by setting out the key minimum learning outcomes to equip staff and volunteers in organisations, with the skills, knowledge and competence to promote the safety and well-being of children and young people, within the remit of their roles and responsibilities.

Learning and development encompasses a wide range of activities designed to improve the performance of nursing, midwifery and allied health professional staff. It can include self-directed learning such as reflective practice or peer review, workplace learning for example appraisal, supervision and shadowing or formal learning such as attendance at courses, workshops and eLearning.

¹ Co-Operating to Safeguard Children and Young People, DoH 2016

Guidance

It is intended that this guidance document will assist nurses, midwives and allied health professionals in planning opportunities to develop skills, knowledge, attitudes and behaviours in order to improve their performance and competence in relation to safeguarding children and young people. This document should be read and used in conjunction with the overarching learning and development framework. www.safeguardingni.org/sbni-learning-and-development-strategy.

It replaces:

- Safeguarding Children and Young People. A Core Competency Framework for Nurses and Midwives (NIPEC/PHA/DHSSPSNI) Core Competency Framework, 2012
- Interim Guidance Safeguarding Children: Safeguarding Care A core competency framework For Allied Health Professions (PHA, 2012)

This guidance document has been developed by the regional Nursing, Midwifery and AHP Safeguarding Children Forum to:

- Provide a standardised approach in relation to implementing the SBNI Child Safeguarding Learning and Development Strategy and Framework
- Support staff and managers to identify gaps in knowledge and skills, assist with planning induction, on-going training and development needs and preparing for career progression
- Inform commissioners and those developing and providing continuing education and training programmes including employers and individuals to ensure that appropriate and validated programmes are in place, accessible and delivered at the right level for all staff
- Support nurses, midwives and allied health professionals to meet their professional standards and registration requirements

Target Audience

This guidance document is relevant for all nursing, midwifery, allied health staff, including non-registered/support staff and their education and training providers, including staff who:

- Are in contact at any time across a range of settings with children, young people and their families and carers.
- Have contact with parents/carers who care for children who are subject to Looked After Children Reviews, have been identified as a Child In Need or whose names have been placed on the Child Protection Register
- Have contact with adults who may pose a risk to children and young people

Professional Standards

The **Nursing Midwifery Council (NMC) Code (2015)** states that nurses and midwives must:

(17.1) “take all reasonable steps to protect people who are vulnerable or at risk from harm, neglect or abuse”

(17.2) “share information if you believe someone may be at risk of harm, in line with the laws relating to the disclosure of information,” and

(17.3) “have knowledge of and keep to the relevant laws and policies about protecting”

The Health and Care Professions Council (HCPC) stipulates that all registrants must:

(3.4) ‘keep up to date with and follow law, our guidance and other requirements related to your practice’

7.3) ‘take appropriate action if you have concerns about the safety or well-being of children or vulnerable adults’

Using the SBNI Learning and Development Framework

The SBNI Safeguarding Learning and Development Framework consists of 4 levels which are not incremental but offer a continuum of learning and development. It is important to refer to the SBNI Safeguarding Learning and Development Framework in identifying the learning and development needs of staff. Professional judgement will be required in determining the learning and development needs within the range of nursing, midwifery and allied health professional staff in relation to the level required to meet the staff member's job role and the most suitable format to achieve this.

At each level, the framework identifies safeguarding knowledge and skills, key learning outcomes, target audience, potential development opportunities and organisation responsibility for implementation. **It is important to note that if a practitioner attends a course or undertakes learning and development at a higher level they do not need to also undertake learning at a lower level** (See appendix 1 for overview)

Roles and Responsibilities

Organisations

Organisations have a responsibility to:

- ensure that the SBNI Child Safeguarding Learning and Development Framework is fully integrated into internal governance/professional assurance arrangements
- ensure nurses, midwives and allied health professionals have the appropriate knowledge, skills and competence to effectively safeguard and protect children and young people and to meet the requirement of the SBNI Child Safeguarding Learning and Development Framework

Managers

All nursing, midwifery and allied health professional managers have a responsibility to:

- introduce SBNI Child Safeguarding Learning and Development Strategy to newly appointed staff during induction
- ensure staff in their sphere of responsibility are aware of the minimum level of child safeguarding learning and development required to fulfil duties of their post

- consider the current levels of individual staff and identify future development needs, commensurate with their roles and responsibilities
- maintain an up-to-date record of safeguarding children learning and development activities for relevant staff group, which can be submitted for quality assurance and audit activity
- include levels in KSF outlines, job descriptions as appropriate
- consider learning needs of staff when undertaking annual training needs analysis
- contribute to the commissioning process and deliver safeguarding children training as appropriate to meet the team/service needs
- support staff with personal and professional learning opportunities and include relevant level of competence for practitioner in annual appraisal and safeguarding children supervision
- identify gaps in knowledge and skills of staff and assist with planning and ongoing training and development needs and for preparing for career progression
- promote a culture of learning

Practitioners

All nurses, midwives and allied health professionals have a responsibility to:

- familiarise themselves with the SBNI Child Safeguarding Learning and Development Strategy
- determine, in line with their role, and through discussion with line managers their appropriate level of responsibility in safeguarding children
- avail of minimum levels of safeguarding children learning and development to ensure safeguarding practice is up-to-date and evidence-based
- avail of additional levels of training to ensure they maintain safeguarding skills, knowledge and practice applicable to their role and responsibility
- discuss safeguarding children learning and development needs during supervision and appraisal with line manager and safeguarding supervisor such as, Safeguarding Children Nurse Specialist
- promote a culture of continuous learning
- maintain an up to date record of their own safeguarding children learning and development activity, which can be used for professional validation and audit exercises

Nursing, Midwifery and Allied Health Professional Education and Training Providers

Nursing, midwifery and allied health professional education providers represented on the regional Nursing, Midwifery and Allied Health Professional Forum have a responsibility to:

- introduce SBNI Child Safeguarding Learning and Development Strategy to newly appointed education staff during induction

- ensure staff in their sphere of responsibility are aware of the minimum level of child safeguarding learning and development is required to fulfil duties of their post
- consider the current levels of individual staff and identify future development needs, commensurate with their roles and responsibilities
- maintain an up-to-date record of safeguarding children learning and development activities within the relevant staff group, which can be submitted for quality assurance and audit activity
- ensure training and education programmes support nurses, midwives and allied health professionals to gain the appropriate knowledge, skills and competence to effectively safeguard and protect children and young people and to meet the requirement of the SBNI Child Safeguarding Learning and Development Framework
- identify levels of training in programme outlines and associated flyers for staff
- contribute to the commissioning process and deliver safeguarding children training in response to annual training needs analysis

Conclusion

An appropriately trained and supported nursing, midwifery and allied health professional work force is central to safeguarding children and young people in Northern Ireland. Organisations must invest in training their staff to ensure all those who come into contact with children/young people understand their contribution to safeguarding and promoting the welfare of children and young people and are competent and confident to carry out their role.

Review

This guidance document will be reviewed on a yearly basis to ensure it remains fit for purpose, and reflects any relevant developments in safeguarding practice, policy and legislation

Appendix 1: Overview of SBNI Safeguarding Levels

This table provides an overview only and is by no means exhaustive please refer to the SBNI framework for full details.

LEVELS	Target Audience	Examples (list not exhaustive)	Overview of Knowledge and skills and learning outcomes	Development Requirement
1	All staff/volunteers within the organisation	Administration/clerical staff Portering staff Catering/domestic staff etc Staff working in areas with no direct contact with children and young people, adult carers/parents Eg. elderly care	Basic knowledge of Signs and indicators of child abuse and Ability to: - to recognise and respond appropriately to child safeguarding issues.	3 Yearly Could take form of <ul style="list-style-type: none"> • A leaflet on induction or refresher training, • ELearning programme • corporate/departmental induction • Face to face awareness raising sessions
2	All staff/volunteers who have direct contact with: <ul style="list-style-type: none"> • Children and young people • Adult carers/parents and those who have regular contact with children • Adults known or suspected of posing a risk to children and young people 	All registered Nurses , midwives, allied health professionals and health care assistants/support staff working in such environments	More in depth knowledge of signs and indicators of child abuse and contributory factors, legislation, referral process, support services, confidentiality and information sharing. Ability to: - recognise and respond to children and young people's safeguarding issues, - understand own role and that of others. - contribute to the assessment and management of risk.	Minimum of 3 hours face to face formal training every 3 years as a stand-alone event <ul style="list-style-type: none"> • Face to face • ELearning • Relevant safeguarding conferences or child protection events
3	All staff/volunteers who: <ul style="list-style-type: none"> • Could potentially contribute to assessing, planning, intervening and evaluating the needs of children and parental capacity where there are safeguarding issues 	Those nurses, midwives, AHPs who have on-going interventions with children, young people and their families. Midwives Health Visitors /School Nurses/Family Nurses/LAC nurses, AHPs working in CDC, School Teams and paediatric teams etc.	Knowledge of key tasks to safeguard children, thresholds of significant harm, National, Local and Regional policy and procedure, standards and guidance and models of assessment Ability to: - Develop working relationships with other professionals - Understand role of self and	Access to learning and development activity that enables staff/volunteers to develop skills in level 3 <ul style="list-style-type: none"> • Face to face/direct training • Relevant safeguarding conferences or child protection events • Other learning and

		<p>Other community based nurses midwives and AHPs e.g. CCN, community mental health nurses, community disability nurses</p> <p>Nurse managers/supervisors / AHP leads and professional AHP Heads of Service/Team Leads with supervisory role</p>	<p>others, work with others to meet needs of children</p> <ul style="list-style-type: none"> - Identify learning from case management reviews - Contribute to interagency safeguarding assessments, risk analysis and safeguarding plans - Engage and challenge families in safeguarding - Challenge decision making - Understand the impact of child abuse and neglect 	development activity
4	Those staff/volunteers with specialist safeguarding roles and responsibilities	<p>Safe guarding Children Nurse Specialists. Named Nurses for safeguarding children Designated Safeguarding Leads in nursing midwifery and AHP</p>	<p>Provides expertise in development of policy, guidelines and protocols. Contributes to international, national, regional and local governance, strategic and operational processes</p> <p>Ability to:</p> <ul style="list-style-type: none"> - Develop effective professional judgement and decision making skills - Investigate safeguarding issues - Provide verbal and written evidence ensure effective interagency working - Meet ongoing professional development standards and other requirements 	Access to learning and development activity that enables staff/volunteers to develop skills in level 4

NB: important to note that if a practitioner attends a course at a higher level they do not need to also undertake learning at a lower level