



Cheshire West and Chester  
Safeguarding Children  
Partnership



## Cheshire West and Chester Safeguarding Children Partnership and Local Safeguarding Adults Board

### Training Charging Policy

September 2020

### Charges for Training Places

From September 2020 the charge for participants attending safeguarding training is as follows:

- Agencies making a financial contribution to Cheshire West & Chester's Safeguarding Children Partnership and/or Local Safeguarding Adult Board whose staff are based within and offer services to children, families and adults in Cheshire West & Chester (see Appendix 1 below) are free.
- All other services and organisations are charged as per the costs below unless the course is explicitly identified as free. NB\* bookings will be vetted, and charges will be applied in accordance with this criteria.

For individuals/organisations who meet the charging criteria the costs are as follows:

- £50 per half day course (face to face/online) or;
- £80 per full day course (face to face/online)
- For all other online course see individual charges

Payment details will be required at the time of booking irrespective of whether you are a fee-paying attendee or not. This is because cancellation charges will still apply if you do not attend or cancel your place outside of the cancellation policy below.

Please note that we will not process any applications without payment details included on the registration form.

### Cancellation / Non-Attendance Charges

All cancellations from training courses should be made at least 7 working days in advance of the course date, by email to the partnership that is hosting your training:

- For Children's training:  
[SCPTTrainingandEvents@cheshirewestandchester.gov.uk](mailto:SCPTTrainingandEvents@cheshirewestandchester.gov.uk)
- For Adult training: [LSAB@cheshirewestandchester.gov.uk](mailto:LSAB@cheshirewestandchester.gov.uk)

Failure to follow this cancellation process will incur a charge for the full cost of the course.

For a temporary period, absences that are Covid-19 related and unavoidable will be considered by the respective partnership/board and waived on receipt of evidence for example from a manager or a self-Isolation note.

### **Private bookings for larger groups**

The Safeguarding Children Partnership (SCP) and Local Safeguarding Adult Board (LSAB) offer a range of safeguarding courses and training consultancy services to meet your organisational needs both locally and regionally. This includes:

- A range of Basic Safeguarding Awareness courses
- A range of Safeguarding Leads courses
- Bespoke courses developed to meet your individual organisations safeguarding needs
- Quality Assurances Services in respect of your training and safeguarding policies.

In order to continue to offer our services during the COVID pandemic many of our training sessions are available through online blended learning approaches. Please contact us for further details.

Our standard charge for a half-day Basic Awareness Course is £450. Full day courses are £650. Please contact us to discuss costs for any bespoke courses you may require. For further information you can reach us at:

- For Children's Safeguarding:  
[SCPTrainingandEvents@cheshirewestandchester.gov.uk](mailto:SCPTrainingandEvents@cheshirewestandchester.gov.uk)
- For Adult Safeguarding: [LSAB@cheshirewestandchester.gov.uk](mailto:LSAB@cheshirewestandchester.gov.uk)

### **Appendix one**

The following organisations or departments within those organisations can attend the SCP and LSAB training courses free of charge:

- Cheshire West and Chester Local Authority People's Directorate (not including commissioned services)
- Local Authority, Academy, Schools and Maintained Nurseries
- Cheshire Police
- NHS Cheshire Clinical Commissioning Group
- Youth Justice Service
- Cheshire and Wirral Partnership NHS Foundation Trust
- Mid-Cheshire Hospitals NHS Foundation Trust
- Countess of Chester Hospital NHS Foundation Trust
- Primary Care Staff
- National Probation Service – Cheshire
- Cheshire and Greater Manchester Community Rehabilitation Company