



Wessex Regional Care Limited
moving towards independence...

Training Catalogue

September 2016 - July 2017



External Customers

Edition 3

Contents

Page 3	Contact Details
Pages 4–5	Courses index
Pages 6– 21	Course details

Contact Details

Training Venues:

Rose Cottage (Head Office)

Grange Road, Bursledon
Southampton. SO31 8GD

Solent Business Centre

Millbrook Road West
Southampton. SO15 0HW

Training at your premises:

Cost is calculated by course topic and length of time required by the customer. Minimum course length is 2 hours. There is also a charge for mileage if the venue is greater than 20 miles from our Head Office.

If you would like to book on any of the courses advertised in this catalogue or would like further information on training that we provide, then please contact us and we will be happy to help.



Phone: 023 8040 7048



Email: wessex.regional.care@wrcl.co.uk

Course Index

Course title	Course Dates	Page
Appraisals	9 th Feb, 4 th Jul	6
Autism Awareness	21 st Mar	7
Break Away Induction		8 & 9
Breakaway Refresher	3 rd May; 7 th Jul	10
Challenging Behaviour and Management of	20 th Jun	11
Care Certificate	4 th –7 th Oct; 1 st –4 th Nov; 22 nd –25 th Nov; 13 th –16 th Dec; 10 th –13 th Jan; 31 st Jan–3 rd Feb; 14 th –17 th Feb; 14 th –17 th Mar; 4 th –7 th Apr; 25 th –28 th Apr; 16 th –19 th May; 6 th –9 th Jun; 27 th –30 th Jun	12 & 13
Emergency First Aid at Work	19 th Jan; 8 th Mar; 9 th May	14
Epilepsy Awareness	TBA	15
Fire Safety	24 th May	16
Food Safety (Hygiene)	20 th Dec; 31 st Mar; 15 th Jun	17

Course Index

Course title	Course Dates	Page
Health & Safety	4 th Jan; 28 th Feb; 23 rd Jun	18
Makaton	20 th Sep; 25 th May	19
Medication	11 th Oct; 5 th May	20
Support and Supervision	16 th Nov; 22 nd Jun	21

Appraisals

Course Description

This one day course looks at providing effective appraisals. This course is for managers or senior support workers who are or will be providing appraisals for members of their team. Staff attending this course will explore the principles of good appraisal practice and be able to practically demonstrate their skills.

Venue, Dates, Times and Price

- **Rose Cottage**
- **9th Feb, 4th Jul 10am—3pm**
- **£20 pp**



Tea and Coffee making facilities are available at Rose Cottage. Lunch is not provided

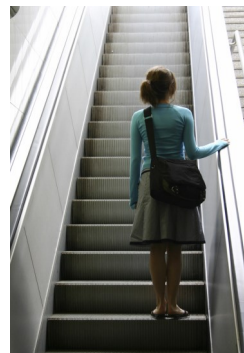
Autism Awareness

Course Description

This half day course addresses the key characteristics of individuals with Autism. The course explores how Autism may impact on an individual's behaviour and looks at preferred methods of working and the benefits it might bring to the individual.

Venue, Dates, Times and Price

- **Rose Cottage**
- **21st Mar 10am—1pm**
- **£10 pp**



Breakaway Induction

Course Description

This one day programme aims to equip the attendee with the knowledge and skills to understand and manage aggression and violence within the work place. The warning signs of danger and emotional arousal are examined through verbal and non-verbal communication and attendees will look at how these techniques can be used to de-escalate situations. The course instructs on how to block, move or breakaway from an attack or aggressive action and attendee's will be able to practice these techniques within the training. The training is provided by experienced instructors, approved by the nationally recognised General Service Association (GSA).



Breakaway Induction Cost & Booking Details

Cost	£600
Maximum Number	10
Venue	Solent Business Centre

If you require this training at an alternative venue it must be suitable for both the theory and practical aspects of this course. There will also be an additional charge for mileage if the venue is greater than 20 miles from our Head Office. Although the techniques taught are designed to be simple to execute, there is a base level of fitness required, therefore all attendees are required to complete a health questionnaire, declaring any injuries or health issues which may affect their ability to do the training. Students should attend in strong, loose fitting clothing, and training or flat soled shoes. Breakaway technique refreshers are recommended on an annual basis (page 10)



Breakaway Refresher

Course Description

This 3 hour course looks at physical methods of maintaining personal safety and breaking away from an assailant in the workplace using “Reasonable Force”. This is a physical course where students will be expected to work closely with colleagues and practice the techniques instructed.

The techniques demonstrated are approved by the General Services Association (GSA) and will be taught by GSA Approved instructors. This training must be refreshed on an annual basis.

Venue, Dates, Times and Price

- **Solent Business Centre**
- **3rd May; 7th Jul**
- **9.30am—12.30pm**
- **£30 pp**

Students should attend in strong, loose fitting clothing, and training/flat soled shoes.

If anyone thinks they are pregnant or has health concerns relating to participation on this training then this should be discussed initially with their Line Manager. Refreshments can be purchased from the cafeteria on the first floor.

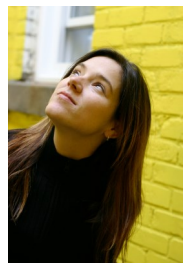
Challenging Behaviour and Management of Aggression

Course Description

This one day course looks at the key principles of Challenging Behaviour. The course examines the nature of behaviour that is deemed to be challenging. Staff attending the course will be able to identify causes of challenging behaviour and theories and methods of management. Staff will also learn how to recognise the signs and symptoms of aggression.

Venue, Dates, Times and Price

- **Rose Cottage**
- **20th Jun 10am—3pm**
- **£20 pp**



Care Certificate

Course Description

This 4 day course will provide the member of staff with training activities which can be used as evidence of assessment for the knowledge aspects of the Care Certificate Standards. The 4 day course is repeated regularly between September and July and individuals can attend sessions as they choose.

Each day begins at 9.30am and completes at 5pm which includes a mid morning break, lunch time and mid afternoon break. Tea and coffee provided, lunch not included.

Venue, Dates, Times and Price

- **Rose Cottage**
- **4th–7th Oct; 1st–4th Nov; 22nd–25th Nov; 13th–16th Dec; 10th–13th Jan; 31st Jan–3rd Feb; 14th–17th Feb; 14th–17th Mar; 4th–7th Apr; 25th–28th Apr; 16th–19th May; 6th–9th Jun; 27th–30th Jun**
- **9.30am–5pm**
- **£20 pp per Day**

Care Certificate

- Day 1 – am** Standard 1 Understand your role
Standard 3 Duty of care
Standard 8 Fluids and nutrition
- Day 1 – pm** Standard 5 Work in a person centred way
- Day 2 – am** Standard 10 Safeguarding adults
Standard 11 Safeguarding Children
- Day 2 – pm** Standard 13 Health and Safety
Standard 15 Infection prevention and control
- Day 3 – am** Standard 4 Equality and diversity
Standard 7 Privacy and dignity
- Day 3 – pm** Standard 6 Communication
Standard 14 Handling information
- Day 4 – am** Standard 9 Awareness of mental health, dementia and learning disability
- Day 4 – pm** Standard 12 Basic Life Support
Standard 2 Your personal development



Emergency First Aid at Work Level 2 (QCF)

Course Description

This one day course is accredited by Quallsafe Awards and is recognised both by the HSE and by the Qualifications and Credit Framework (QCF).

Staff attending the course will be taught how to assess and manage emergency situations including administering CPR and administering first aid to a casualty who is: unconscious, choking, bleeding or suffering from shock. Candidates will receive a certificate valid for 3 years. Attendees will be required to pass practical assessments as well as a multiple choice test paper. Attendees must also bring photographic ID such as an ID card, Driving license or Passport.

Venue Dates and Times

- **Rose Cottage**
- **19th Jan; 8th Mar; 9th May 9.30am – 5pm**
- **£30 pp**



Wear casual clothes suitable for kneeling and lying on the floor

Tea and Coffee making facilities are available at Rose Cottage. Lunch is not provided

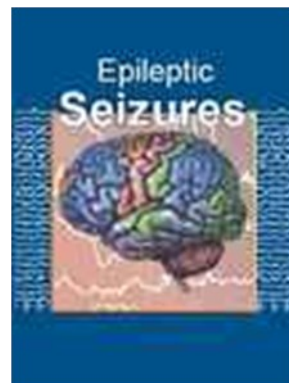
Epilepsy Awareness

Course Description

This half day course explores causes of epilepsy and identifies the common types of seizures that can occur. Staff attending this course will be able to recognise types of seizure and how to offer appropriate support assistance and where necessary First Aid.

Venue, Dates, Times and Price

- **Rose Cottage**
- **TBA**
- **£10 pp**



Fire Safety Level 2 (QCF)

Course Description

This one day course looks at how fires are caused, the risks associated with fire and what we can do to control fire risks in the workplace. The qualification covers fire safety management at work, fire safety inspection, fire safety risk assessments and the legal requirements related to fire safety in the workplace. Successful candidates will receive a level 2 certificate valid for three years. Attendees will be required to pass a multiple choice test paper. Attendees must also bring photographic ID such as an ID card, Driving license or Passport.

Venue Dates and Times

- **Rose**
- **24th May**
- **9.30am—4.30pm**
- **30 pp**



Tea and Coffee making facilities are available at Rose Cottage. Lunch is not provided

Food Safety Level 2 (QCF)

Course Description

This one day course looks at Safeguarding the health of consumers in the provision of food. Staff attending the course will learn about: Microbiology and illness, Contamination and prevention of illness, Cleaning and disinfection, Food pests, Premises and equipment and Food safety control.

Successful candidates will receive a level 2 certificate valid for three years. Attendees will be required to pass a multiple choice test paper. Attendees must also bring photographic ID such as an ID card, Driving license or Passport.

Venue, Dates, Times and Price

- **Rose Cottage**
- **20th Dec; 31st Mar; 15th Jun**
- **9.30am—4.30pm**
- **£30 pp**

Tea and Coffee making facilities are available at Rose Cottage. Lunch is not provided



Health & Safety Level 2 (QCF)

Course Description

This mandatory course will enable all staff to recognise safe and unsafe environments and work practices. Staff members successfully completing the course will receive a nationally recognised certificate, which is valid for 3 years. Attendees will be required to pass a multiple choice test paper. Attendees must also bring photographic ID such as an ID card, Driving license or Passport.

Venue, Dates, Times and Price

- **Rose Cottage**
- **4th Jan; 28th Feb; 23rd Jun**
- **9.30am—4.30pm**
- **£30 pp**



Tea and Coffee making facilities are available at Rose Cottage. Lunch is not provided

Makaton

Course Description

This half day course introduces the member of staff to this useful sign language which can be used to enhance an improve communication with the people they support. This practical course covers the most commonly used signs.

Venue Dates and Times

- **Rose**
- **20th Sep; 25th May**
- **5pm—8pm**
- **£10 pp**



Medication

Course Description

This mandatory course ensures that those attending will have the skills and knowledge, to be proficient and safe in the handling and use of medication. The course covers:

- The supply, storage and disposal of medicines
- Safe administration of medicines
- Quality assurance and record-keeping
- Accountability, responsibility and confidentiality.

Venue, Dates, Times and Price

- **Rose Cottage**
- **11th Oct; 5th May**
- **10am - 3pm**
- **£20 pp**



Tea and Coffee making facilities are available at Rose Cottage. Lunch is not provided

Support and Supervision

Course Description

This one day course looks at the key principles of Support and Supervision. The course examines why Support and Supervision is critical to managing care teams and providing quality care. Staff attending the course will be able to explore good practice within supervision and how to make best use of this essential management tool.

Venue, Dates, Times and Price

- **Rose Cottage**
- **16th Nov; 22nd Jun**
- **10am—3pm**
- **£20 pp**

Tea and Coffee making facilities are available at Rose Cottage. Lunch is not provided



Notes

Notes

Wessex Regional Care Limited

Rose Cottage
Grange Road
Bursledon, Southampton
SO31 8GD

Office: 023 8040 7048

Mobile: 07824 874190

E-mail: russell.chisnall@wrcl.co.uk

