



# Training Notice

## Safe & Together™ CORE Training

### Course Structure

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Practitioners are strongly encouraged to only book onto a course block they can commit to, or risk not being able to complete their course.

1. This is a **FOUR day** training, held over two weeks (two days one week and two days the respective week)
2. All sessions are Trainer led, live remote and held via Microsoft Teams
3. This training is interactive, and participants are expected to have their cameras on during the sessions
4. Participants are encouraged to ensure their environment (home or office base) is suitable for them to actively engage in the training
5. Course completion is based on full attendance at all FOUR training days
6. Participants are unable to swap session dates across training blocks
7. There is NO E-LEARNING as part of this course
8. **Booking submissions received after the deadline will not be processed**

### Learning Commitment

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9. **Practitioners are strongly encouraged to ensure that they only book onto a course block they can commit to and will be asked to sign a Learning Agreement**
10. Full attendance at all course dates is required and non-attendance can and will result in participants not being able to pass this course
11. Course attendance and completion will be fed back to borough leads

## TRAINING NOTICE

Safe & Together™ CORE Training

### Pre-training Tasks

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12. After the course submission deadline, you will receive a confirmation email that contains a link to a pre-training survey and a PRETEST.
13. This pretest is meant to begin the learning process and your score will NOT affect your participation or certificate in any way (course attendance will).
14. It is a multiple-choice questionnaire that will only take up to 10 minutes.
15. We ask that you complete it to the best of your ability BEFORE arriving to your first training day.
16. The questions may seem specific, but please read each question carefully and select the answers that seem best or in a way that best matches your own practice.

### Course Completion

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17. Certificates of completion are provided to participants who have met the course attendance requirements.
18. Participants who do not attend their scheduled training block, will need to book onto a new training block and undertake the course from the beginning. Participants will be required to:
  - Undertake their pre-test again
  - Complete all the required pre-training tasks
  - Attend day one to four of their new training block
  - **Important Note:** Previously attended sessions are not transferrable to a new training block. The attendance requirements of the new training block must be met, or participants risk not being able to pass this course.
19. Course completion will be fed back to borough leads

### Mitigating Circumstances [Maximum 1 Day]

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20. Practitioners are **strongly encouraged** to ensure that they only book onto a course block they can commit to or risk not being able to complete their course.
21. Mitigating circumstances should be flagged with the Training and Resources Manager and will be assessed on an individual basis
22. E-mail: [Abigail.phiri@respect.org.uk](mailto:Abigail.phiri@respect.org.uk) | Safe & Together Training and Resources Manager