

Child Protection Training Strategy – Education – May 2025

The Edinburgh Child Protection Committee approved *The City of Edinburgh Child Protection Learning and Development Strategy*. This outlines that the frequency of Child Protection Training. At both Specific and Intensive Workforce level this should be every 2 years.

Staff and volunteers across all public-facing services in The City of Edinburgh, regardless of role and remit, require a minimum awareness of child welfare, safety and protection.

This involves the 4 Rs:

- **Recognise** harm or risk of harm to children when you see, hear or experience it
- **Respond** by sharing your concerns with a Manager or Lead for Child Protection/Safeguarding
- **Record** key information using the child's own words and share and/or store within your service's requirements
- **Report** knowing when to pass information to emergency services (if imminent risk) or to child protection services.

As roles or remits lead to increasing contact with children and their families or become more specialist, additional skills, experience or expertise will be required to feel confident and competent in addressing child protection needs for children.

In March 2024, The Scottish Government Published the [National Framework for Child Protection Learning and Development in Scotland](#). This has identified four tiers of core competencies, with associated skills and knowledge that determine the content of training and the expectations of colleagues, including partners and volunteers.

It is the responsibility of the Headteacher, Head of Centre and/or Child Protection Coordinator to ensure that all colleagues have the necessary skills and knowledge to protect children and young people appropriate to their role. This learning should be quality assured and recorded.

In addition to mandatory role specific learning, staff trained as part of the Intensive Workforce have a responsibility to ensure that their skills and knowledge are kept up to date through additional and continuous professional learning. Colleagues should access content relevant to their context and sector. This may be through The City of Edinburgh Council, multi-agency partners or other recognised providers such as NSPCC, Home Office or CELCIS.

Child Protection Coordinators should be a member of the Child Protection Coordinator Teams Site where relevant resources are shared and saved.




Core Competencies – Key Learning
National Framework for Child Protection Learning and Development in Scotland 2024

Prevent

Prevent is embedded within GIRFEC and existing child protection frameworks. Education settings have a duty to identify signs of radicalisation as part of their broader safeguarding responsibilities. Schools must have a clear Prevent referral process (Wellbeing Concern Forms) and Designated Member of Staff. This should be known and understood by all. The Designated Member of Staff should complete and maintain a record of the [Home Office Awareness Training](#), and complete further training as and when required.

Prevent awareness will be covered within General, Specific and Intensive contact training. There will also be a refresher during each August Update.

Workforce Level	Staff	Method	Where to find resources	Frequency
Wider Workforce member of any public-facing service	Currently as General Workforce			
General Staff in this category may carry out some direct contact with children, young people, families or other protected groups.	Non-direct contact staff who work for education services e.g. central business support.	Self-Learning – online. Line Manager and/or CPC to ensure that all colleagues in this workforce have access to relevant training materials.	Narrated PowerPoint saved on CP network TEAMS site – approx. 12 mins. Public Protection Modules on My Learning Hub.	Annual
	Non-direct contact staff who work in schools e.g. cleaning operatives, facilities technicians.			
	Non-direct contact staff who provide services to children and young people e.g. bus drivers, volunteers.			

Specific All staff who, as part of their role, routinely work directly with children or their family. People in this workforce group are likely to require a PVG for work with children or protected adults and are routinely recording and using GIRFEC to support a child's general wellbeing.	All staff employed by education who work in a school e.g. teachers, business managers, Educational Psychologists, Inclusion Support Staff, QIEOs, Education Wellbeing Service, supply staff.	Face to Face. Delivered by Child Protection Coordinator CF2884 . Names, employee numbers and dates of colleagues completing should be recorded Delivered by CF2650 on My Learning Hub. Arranged delivery for specific teams.	Narrated PowerPoints saved on CP network TEAMS site – Approx 1. Specific to sector. Crib sheet to support discussion. Found here:  Specific Contact (Level 2) Updates –	Every 2 years + August update
	All staff in Lifelong Learning and Wider Achievement Service who work with Children and Young People e.g. Youth Workers, Library Staff, Instrumental Music Instructors			
	Probationer teachers	Face to Face. Delivered by officers from central teams and arranged via	Refer to probationer calendar.	Pre-probation (August) + August Update

		probationer induction calendar. Session for Primary Session for Secondary		
	Student Teachers	Face to Face. Child Protection Coordinators	Part of Induction Booklet in CP TEAMS Folder	Start of placement
Intensive Experienced practitioners in a broad range of roles. They often already hold vocational or academic qualifications. They are regularly involved in the management of assessment and planning for children, young people	All Child Protection Coordinators Role Specific as required: Headteachers; Depute Headteachers; Pupil Support Leaders; Senior Early Years Officers; Heads of Centre.	Face to Face. Member of CP TEAMS site and Network Three seminars per year Arranged delivery for specific teams/groups of staff.	CF2812 on MLH (first time) – 4 hours CF1041 on MLH (refresh) – 3 hours	2 years + August Update

and their families, including risk assessment.

Some intensive workforce staff are people managers or decision makers for Wider, General or Specific Workforce colleagues and require to be able to act on information shared with them from other parties.