



Multi Agency Safeguarding Training 2010 – 2012

Frequently Asked Questions

Closing date for applications:

Three weeks prior to the course date. This may vary on awareness raising seminars and workshops – check the LSCB website for exact details.

Is lunch provided?

Light refreshments (tea / coffee etc) will be provided. Please note that lunch will not be provided on one or two day courses.

Do I get a qualification?

You will receive a certificate of attendance, which may prove a useful addition to any training portfolio you are maintaining. It is important to note that certificates will only be issued if the participant attends the full training session. If you leave early the facilitator may not provide you with a certificate. Duplicate certificates will only be issued to participants whose name appears on the course sign in sheet.

Disabilities or other special requirements:

If you are disabled, we want to make sure that you have all the necessary equipment and support to enjoy the day. Please let us know on booking so that we can make arrangements.

Timing of courses and attendance:

- Unless otherwise stated, all courses start promptly at 9.30am and finish at approximately 4.30pm.
- Please arrive no later than 15 minutes before the start time for coffee and registration.
- Participants arriving late, cause disruption to the course and may not be admitted.
- In addition, all participants are expected to stay until the end of the course.

Participants should not arrive at a course without previously booking a place. Facilitators will exercise discretion in terms of admittance.

Cancellations:

Course places are in high demand; if you are unable to attend it is vital that you or your manager contact the LSCB Administrator, we may be able to offer your place to someone on the waiting list.

Failure to attend:

We have an extremely high demand for places and non-attendance without advance notice (48 hours at least) means that we are unable to offer places to those on the waiting list. Failure to advise of your non-attendance may jeopardise any future places on LSCB courses and your LSCB representative will be informed. Thank you for your co-operation.