




**Training and development
for the Voluntary Sector**
from West Sussex County Council



Effective and enjoyable events with experienced trainers makes for a positive learning experience.

All our courses are interactive, relevant and use practical, up-to-date examples which means you can really put your learning into practice. We aim to ensure that you have an enjoyable day that inspires you to make an impact in your organisation. Whatever your learning needs you are valued and supported on the course and if you have any questions when you get back to your organisation, the trainer is always happy to answer those via telephone or e-mail so that you are confident to use your new skills.

We offer hundreds of courses to the voluntary sector for a nominal charge. This leaflet shows only a small selection of what is available. Please contact any of the numbers listed to find out more about any other subject, or e-mail traininganddevelopment@westsussex.gov.uk

Safeguarding Adults

A basic awareness of safeguarding issues, and to know how to raise the alert and respond to situations of abuse.

Half-day course.

Course Date	Closing Date	Course Venue
5 March 2009	5 January 2009	Billingshurst Village Hall
13 May 2009	13 March 2009	
15 July 2009	15 May 2009	
17 September 2009	17 July 2009	
25 November 2009	25 September 2009	
12 January 2010	12 November 2009	
11 March 2010	11 January 2010	

Course cost: £25. Contact Judith Rumke to book a place
☎ 01243 756723 Fax: 01243 756838

Loneworking and Personal Safety

This course will enable you to explore your current understanding of factors affecting lone working, the range of safety factors to be assessed when lone working, ways of increasing personal safety and give you recent information and guidance from homicide and other inquiries.

Course Date	Closing Date	Course Venue
2nd April 2009	5th February 2009	Southwick Community Centre
3rd September 2009	9th July 2009	Broadbridge Heath Leisure Centre

Course cost: £50. Contact Micheline O'Mahoney to book a place: ☎ 01903 839473 Fax: 01903 839478

Mental Wellbeing

This course explores what lifestyle changes are likely to help, the evidence base for this, how exercise can contribute to positive mental health and complementary approaches including relaxation and aromatherapy.

Course Date	Closing Date	Course Venue
14th July 2009	19th May 2009	Broadbridge Heath Leisure Centre
14th December 2009	19th October 2009	Crawley Professional Centre

Course cost £50. Course administrator:
Micheline O'Mahoney ☎ 01903 839473 Fax: 01903 839478



Advocacy and Empowerment

Exploring the effects of advocacy and empowerment when working with people with physical impairment, sensory impairment, acquired brain injury and older people.

Course Date	Closing Date	Course Venue
11th February 2009	2nd January 2009	Worthing venue
13th October 2009	15th September 2009	Worthing venue

Half-day course. Course cost £25. Contact Sam Hunt
 ☎ 01243 756831 Fax: 01243 777838 to book a place.

Child protection

Five day course

If participants apply what they have learned from the course, they will be able to:

- Gain basic information concerning the signs and symptoms of physical, sexual, emotional abuse and neglect
- Acknowledge and examine feelings aroused by working with children and families, where abuse has occurred
- Share information about sex offenders and treatment
- Have an opportunity to share their own knowledge and experiences in child protection
- Consider the Sussex Child Protection and Safeguarding Procedures and to clarify their own role in child protection cases.

Course Date	Closing Date	Course Venue
9th – 13th March 2009	9th January 2009	Lodge Hill, Watersfield
22nd – 26th June 2009	27th April 09	Lodge Hill, Watersfield
10th – 14th August 2009	19th June 2010	Lodge Hill, Watersfield
26th – 30th October 2009	28th August 09	Lodge Hill, Watersfield
22nd – 26th February 2010	15th December 2009	Lodge Hill, Watersfield

Course cost £250. Contact Terri Lindsay to book a place
 ☎ 01243 382318 Fax: 01243 756838

Dementia awareness (People with Learning Difficulties)

If participants apply what they have learnt from the course, they will:

- understand the causes of dementia
- be aware of behaviours associated with dementia in adults with learning difficulties which may challenge those supporting them
- have an awareness of the importance of environment for those who experience dementia
- understand the health care needs of adults with learning difficulties who experience dementia
- know where to seek support for adults with learning difficulties who experience dementia

Course Date	Closing Date	Course Venue
24th June 2009	28th April 2009	Billingshurst Village Hall

Course cost £50. Contact Corinne Burnand to book a place on
 ☎ 01243 756836 Fax: 01243 756838

About Mental Illness

This course gives a basic understanding of mental illness, covering the most common disorders. It gives an understanding of their impact, describes some of the treatments used, and how basic listening skills can improve engagement when working with this client group. It includes advice on how to recognise relapse.

Course Date	Closing Date	Course Venue
25th June 2009	30th April 2009	Billingshurst Village Hall

Course cost £50.
 Course administrator: Micheline O'Mahoney
 ☎ 01903 839473 Fax: 01903 839478



Connecting with People with Dementia

If participants apply what they have learnt from the course they will be able to:

- Understand what it might feel like to experience and live with a dementia
- Present an overview of the components of person centred care and its implications for changing our patterns of communication
- Outline the ways in which adopting “the language of dementia” can lead to a more positive communicative environment
- Learn how to work and respond to different people with dementia’s reality and feelings
- Consider staff communication approaches which focus on the person with dementia at different points of experience
- Practice how to adapt feeling based communication techniques and intensive listening

Course Date	Closing Date	Course Venue
28th April 2009	3rd March 2009	Billingshurst Village Hall
6th October 2009	4th August 2009	Lodge Hill, Pulborough

Course cost £50. Contact Corinne Burnand to book a place on ☎ 01243 756836 **Fax:** 01243 756838



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People with dementia: a recipe book for behaviours

If participants apply what they have learned from the course, they will be able to:

- Examine what we mean by difficult behaviour and who is being difficult
- Explore the way in which dementia impacts on peoples’ communication and expressions of behaviour
- Present what works and doesn’t work with people expressing their feelings through behaviours and how to prevent an explosive brew
- Identify what person centred care would look, sound and feel like in terms of responding to the behaviour

Course Date	Closing Date	Course Venue
19th June 2009	24th April 2009	Billingshurst Village Hall

Course cost £50. Contact Corinne Burnand to book a place ☎ 01243 756836 **Fax:** 01243 756838

Becoming a butterfly – activities for people with dementia

If participants apply what they have learned from the course, they will be able to:

- Understand the difference between activities and meaningful occupation
- Be clear on what meaningful occupation is and what works/doesn’t work
- Establish the level of capacity for activity and occupation of people with dementia on a specific day
- Plan the right level of activity for each individual in relation to the stage of their dementia
- Focus on domestic, sensory, music and ‘filing the place up’ in order to change people’s daily living

Course Date	Closing Date	Course Venue
12th May 2008	17th March 2009	Billingshurst Village Hall
2nd September 2008	8th July 2009	Lodge Hill, Pulborough

Course cost £50. Contact Corinne Burnand ☎ 01243 756836 **Fax:** 01243 756838