



# A SAFE SPACE Level 3

See page 2 for more details on who should attend this training.

Date: Saturday 17<sup>th</sup> March 2018  
Time: 9.30am to 12.30am  
Venue: Freeman Memorial Hall - Bletchley, MK3 5HN  
Trainer: Chris Smith  
Cost: £6.00 (trainings are a justifiable Unit expense)

Please return the tear off slip below to the County Office, Girlguiding Buckinghamshire, 3 Walton Terrace, Walton Street, Aylesbury, HP21 7QY with a cheque made payable to **Guide Association of Buckinghamshire Guiding Development**. On receipt of your application we will send you confirmation of your booking and a receipt for your unit accounts. Please note that a cancellation fee of £2 will be charged for cancellation of places to cover administration costs. If you have any queries or concerns about this session, please contact the office on 01296 487683 or [girlguidingbucks@btconnect.com](mailto:girlguidingbucks@btconnect.com).



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A Safe Space

Freeman Memorial Hall

17<sup>th</sup> March 2018

Name: \_\_\_\_\_ Unit: \_\_\_\_\_

Tel: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Membership No: \_\_\_\_\_

If you would like a map, please tick the box

See Pages 2 & 3 for Guide on who should attend this training.

# A Guide to A Safe Space programme of workshops

From September 2017 a revised A Safe Space programme will be launched. The new A Safe Space programme of workshops will consist of four levels. Which level a volunteer needs to complete will depend on the role/s they fulfil. Level 4 will be released in September after extensive piloting.

Below provides an explanation of which levels will be applicable to which roles.

Guiding Role	Course level/s*
<ul style="list-style-type: none"> <li>• All adult volunteers</li> </ul> <p>Including (but not limited to);</p> <ul style="list-style-type: none"> <li>• Trustee /Treasurer/ Trefoil guild ( volunteers who don't usually have contact with girls but who may attend events on occasion)</li> <li>• Occasional Helper/ Occasional Residential Helper/ Parent helper/ Home Contact</li> </ul> <p>NB: Level 1 can be completed solely through the Level 1 e-learning</p>	1
<ul style="list-style-type: none"> <li>• Unit Helper</li> <li>• Assistant Leader, Leader/LiT (with or completing modules 1-3 of the Leadership Qualification )</li> <li>• Girlguiding staff (below management level including TAC temp staff)</li> <li>• Young Leader (completing the Young Leaders Qualification)</li> </ul> <p>NB: Elements of the workshop are delivered via e-learning</p>	1 and 2*
<p>Anyone who leads a team of adults and/or is one of the following;</p> <ul style="list-style-type: none"> <li>• Unit Leaders (who have completed/ or are completing modules 1 - 4 of the Leadership Qualification)</li> <li>• Mentors/ Advisers/ Coordinators</li> <li>• Leaders fulfilling the role of License Holder on a residential (including those working towards Going Away With)</li> <li>• Young Leader (if 18 or over and completing module 1-4 of the Leadership Qualification)</li> <li>• Trainers/ Tutors</li> <li>• Girlguiding staff (at management level including TAC temp staff) NB: Elements of the workshop are delivered via e-learning</li> </ul>	1, 2 and 3
<ul style="list-style-type: none"> <li>• All Commissioners (Chief, County, Division and District, including all Deputy/Assistant Commissioners and those sharing a role)</li> <li>• Trainers (wishing to deliver up to Level 4 A Safe Space)</li> <li>• Safeguarding leads/A Safe Space Advisers (at any level)</li> <li>•</li> </ul>	1, 2, 3 and 4

\*Note: the current A Safe Space course is equivalent to Levels 1 and 2 of the new A Safe Space.

Below provides an overview of the aim and outcomes for Levels 1-3

### Level 1 - An Introduction

<b>Aim</b>	To introduce Girlguiding safeguarding policy and process, so all volunteers understand their role and responsibilities in promoting the safety and wellbeing of our members - girls, young women and adults.
<b>Outcomes</b>	<p>When participants have completed this training, they should be able to explain Girlguiding's safeguarding policy to others, recognise that safeguarding is everyone's responsibility, know how to raise concerns and where to go or who to ask for further help and advice about safeguarding girls, young women and adult members.</p> <p>Participants will also be able to identify some of the common safety and wellbeing concerns they may encounter and explain why following Girlguiding's Code of Conduct helps to promote the safety and wellbeing of girls, young women and adults.</p>

### Level 2 - Creating a safe space

<b>Aim</b>	The aim of the training is to build on members' understanding of their role and responsibilities in promoting the safety and wellbeing of girls, young women and adults, so they can be confident in creating safe spaces and reporting any concerns.
<b>Outcomes</b>	<p>When participants have completed this training, they will be able to identify some of the factors that influence the safety and wellbeing of children, young people and adults, explain why safe spaces are important in Girlguiding and carry out a basic risk assessment to reduce the risk of harm and create safer spaces for everyone.</p> <p>Participants will also be able to acknowledge how personal experiences and beliefs and attitudes can impact on a person's understanding of safe spaces and be able to demonstrate a sharing and caring attitude towards girls, young women and adult members they encounter within guiding.</p>

### Level 3 - Recognising, telling and taking action

<b>Aim</b>	The aim of the training is to develop Leaders' knowledge of safeguarding so they better understand their role and responsibilities in promoting the safety and welfare of our girls, young women and adult members and feel confident to recognise and appropriately respond to any safeguarding concerns.
<b>Outcomes</b>	When participants have completed the module 3 e-learning and then attended this face-to-face training, they will know how to appropriately respond to a safeguarding allegation, disclosure or concern that may be reported to them. They will recognise the signs and indicators of different types of abuse or if a person may be at risk of harm, identify good practice when responding to disclosures and be able to describe some of the barriers children and adults face when reporting concerns.

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	Participants will also be able to identify actions they can take to remove some of the barriers to reporting concerns and acting on concerns, to bring about change within their area of responsibility and create a safer space in Girlguiding.
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