# Annex C Staff Training and Development

The table below shows the minimum expectations of the level of training and development for staff in different groups across the University. Staff members may be required to undertake further training on Safeguarding or Prevent as identified by line managers or by Lead or Designated Safeguarding Officers.

| Target Audience | Staff group | Timescale/  Frequency | Training |
| --- | --- | --- | --- |
| All new staff as they may be unfamiliar with the University policy and requirements and many could have occasional contact with children or adults at risk, or may become aware of possible abuse, neglect or other safeguarding-related concerns including radicalisation. | All staff across academic and professional areas | During Induction | * Staff Welcome Event - Supporting Staff to Support Students presentation including case study. * Safeguarding Essentials – online mandatory training module. * The Prevent Duty – online mandatory training module. * Access to the Supporting Staff to Support Students Toolkit on Safeguarding and Prevent |
| All existing staff as many could have occasional contact with children or adults at risk, or may become aware of possible abuse, neglect or other safeguarding-related concerns including radicalisation. | All staff across academic and professional areas | Every 3 years | * Safeguarding Essentials – online mandatory training module. * The Prevent Duty – online mandatory training module. |
| Staff who regularly interact with students and who may be able to identify concerns about radicalisation. | All staff identified as key in relation to the Prevent Duty  Members of Directorate  The Board of Governors | Every 3 years | As above plus:   * Face to face Advanced Prevent Training |
| Staff who have key roles identified in relation to Safeguarding (see Annex A), who are involved in decisions about whether to refer concerns regarding a child or adult at risk. | All Lead, Deputy and Designated Safeguarding Officers | Annually | As above plus:  Face to face Advanced Safeguarding Training |