

**To: All Headteachers / Principals /  
Designated Safeguarding Leads of  
Post 16 and Independent Education Provision**

**CHILDREN'S SERVICES AND SKILLS**

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Your Ref:

Please ask for: Lorraine Lord

Our Ref: LL/KES

Date: 15 March 2016

Dear Headteacher /Principal / Designated Safeguarding Lead

The Solihull Education Improvement Service has now taken on board the delivery of the safeguarding awareness training (formerly known as the level 1 training). The Solihull Strategic Schools Accountability Board (SSAB) has worked in partnership with Schools' Forum to commission a training package with us for Solihull maintained schools and academies.


We write to advise Post 16 and Independent Education Providers of two available routes through which you can access the safeguarding awareness training and the associated costs. It is for the provision leaders to decide which one is the most suitable route:-

- Delivery of the half day training to all staff at the specified post 16 provision or independent school by Solihull Education Improvement Service on a mutually agreed date (maximum of 150 staff per session) Cost £500.00
- Attendance at a whole day train the trainer event on **Monday 25 April 2016, at Sans Souci Training Centre, Tanworth Lane, Shirley, Solihull B90 4DD,** by one or more staff, up to a total of 4 staff Cost £350.00 (£50.00 for additional staff)
- Senior staff (Designated Safeguarding Lead, Headteacher, Principal / Vice Principal). This will include training and sharing of the training materials with the education provision.

Please could you either:

- Forward an expression of interest in the half day whole staff training, indicating when in the three year cycle you would like the training, with some indicative dates of when you might like the training to be delivered, or,
- Enrol on the whole day train the trainer event on **Monday 25 April 2016, at Sans Souci Training Centre** by emailing [inset@solihull.gov.uk](mailto:inset@solihull.gov.uk).

Yours sincerely



Phil Leivers  
Head of Early Years & Education Improvement



Lorraine Lord  
Senior Education Improvement Adviser