

OVERALL TRAINING SCHEDULE

| Training | Time Commitment | 2008 | | | | | | | | | | | | 2009 | | | | | | | | | | | |
|---|-----------------|------|-----|-----|-----|-----|------|------|-----|-----|-----|-----|-----|------|-----|-----|-----|-----|------|------|-----|-----|-----|-----|-----|
| | | Jan | Feb | Mar | Apr | May | June | July | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | July | Aug | Sep | Oct | Nov | Dec |
| Basic IT Competence | | → | | | | | | | | | | | | | | | | | | | | | | | |
| Integrated Working E-learning Modules | | | | | | | | | | | | | | | | | | | | | | | | | |
| Integrated Working | 1 hour | | → | | | | | | | | | | | | | | | | | | | | | | |
| Information Sharing | 1 hour | | → | | | | | | | | | | | | | | | | | | | | | | |
| Common Assessment Framework (CAF) | 1 hour | | → | | | | | | | | | | | | | | | | | | | | | | |
| Safeguarding | 1 hour | | → | | | | | | | | | | | | | | | | | | | | | | |
| Recording | 1 day | | | → | | | | | | | | | | | | | | | | | | | | | |
| Integrated Children's System (ICS) | 4 - 7 days | | | | | | | → | | | | | | | | | | | | | | | | | |
| ContactPoint | 1/2 day | | | | | | | | | | | | | | | | → | | | | | | | | |
| Integrated Working in Practice Modules | | | | | | | | | | | | | | | | | | | | | | | | | |
| Integrated Working in Practice on the Isle of Wight | 1 day | | | | | | | | | → | | | | | | | | | | | | | | | |
| Information Sharing | 1/2 day | | | | | | | | | → | | | | | | | | | | | | | | | |
| Common Assessment Framework (CAF) | 1/2 - 1 day | | | | | | | | | → | | | | | | | | | | | | | | | |
| Safeguarding | 2 days | | | | | | | | | → | | | | | | | | | | | | | | | |

TEAM PLANNING AND TRACKING RECORD

| Team: | | Team members and scheduling of training | | | | | | | | |
|---|-----------------|---|--|--|--|--|--|--|--|--|
| Training | Time Commitment | | | | | | | | | |
| Logins | | | | | | | | | | |
| Basic IT Competence | | | | | | | | | | |
| Integrated Working E-learning Modules | | | | | | | | | | |
| Integrated Working | 1 hour | | | | | | | | | |
| Information Sharing | 1 hour | | | | | | | | | |
| Common Assessment Framework (CAF) | 1 hour | | | | | | | | | |
| Safeguarding | 1 hour | | | | | | | | | |
| Recording | | | | | | | | | | |
| Integrated Children's System (ICS) | | | | | | | | | | |
| ContactPoint | 1/2 day | | | | | | | | | |
| Identity Check completed (date) | | | | | | | | | | |
| Enhanced CRB completed (date) | | | | | | | | | | |
| Integrated Working in Practice Modules | | | | | | | | | | |
| Integrated Working in Practice on the Isle of Wight | 1 day | | | | | | | | | |
| Information Sharing | 1/2 day | | | | | | | | | |
| Common Assessment Framework (CAF) | 1/2 - 1 day | | | | | | | | | |
| Safeguarding | 2 days | | | | | | | | | |

INDIVIDUAL LEARNING PLAN

| Name: | | | | | | | |
|---|--------------|-------------------------|---|-------------------|-----------------|--------------------|--|
| Team: | | | | | | | |
| Training | Time | Deadline for completion | Essential Training (in order of priority) | Optional Training | Training booked | Training completed | Training refresher required (Safeguarding) |
| Basic IT Competence | | Mar-08 | | | | | |
| Integrated Working E-learning Modules | | Aug-08 | | | | | |
| Integrated Working | 1 hour | Aug-08 | | | | | |
| Information Sharing | 1 hour | Aug-08 | | | | | |
| Common Assessment Framework (CAF) | 1 hour | Aug-08 | | | | | |
| Basic Safeguarding | 1 hour | Aug-08 | | | | | |
| Recording | | May-08 | | | | | |
| Integrated Children's System (ICS) | | Oct-08 | | | | | |
| ContactPoint | 1/2 day | tbc | | | | | |
| Identity check completed (date) | | | Enhanced CRB completed (date) | | | | |
| Integrated Working in Practice Modules | | | | | | | |
| Integrated Working in Practice on the Isle of Wight | 1 day | Dec-08 | | | | | |
| Information Sharing | 1/2 day | Dec-08 | | | | | |
| Common Assessment Framework (CAF) | 1/2 to 1 day | Dec-08 | | | | | |
| Safeguarding | 2 days | Dec-08 | | | | | |