

# Bromley

## Training Calendar 2024 – 2025

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## Induction and Essential Skills

Course Title	Classroom / Webinar	Time	Apr 2024	May 2024	Jun 2024	July 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025
Creative Academy Induction	Webinar	10:30-12:00	Runs every day Monday-Friday (Excluding Bank Holidays)											
Creative Support WE CARE Induction	Classroom (2 Days)	09:30-16:30			24 (Day 1) 25 (Day 2)			23 (Day 1) 24 (Day 2)			9 (Day 1) 10 (Day 2)			10 (Day 1) 11 (Day 2)
Anti-Racism	Webinar	13:00-14:30	2, 3, 5, 8, 10, 12, 15, 17, 19, 22, 24, 26, 29	1, 3, 7, 8, 10, 13, 15, 17, 20, 22, 24, 28, 29, 31	5, 7, 10, 13, 19, 21, 25, 27	3, 5, 9, 11, 17, 19, 23, 25, 31	2, 6, 8, 14, 16, 20, 22, 28, 30	3, 5, 11, 13, 17, 19, 25, 27	1, 3, 9, 11, 15, 17, 23, 25, 29, 31	6, 8, 12, 14, 20, 22, 26, 28	4, 6, 10, 12, 18, 20	7, 9, 15, 17, 21, 23, 29, 31	4, 6, 12, 14, 18, 20, 26, 28	4, 6, 12, 14, 18, 20, 26, 28
Code of Conduct & Professional Boundaries	Webinar	Varies (See month)		9 (09:30-12:30)			7 (13:00-16:00)			12 (09:30-12:30)			10 (13:00-16:00)	
Confidence, Assertiveness and Resilience	Webinar	Varies (See month)			11			18			3			19
Data Protection and Information Governance	E-learning	N/A	Available as e-learning on Learning Pool											
Dignity in Care	Webinar	09:30 11:00				11		24						
Effective Key Working, Daily Care Notes and Support Planning	Webinar	Varies (See month)	25 (09:30-12:30)	23 (13:00-16:00)	18 (09:30-12:30)	4 (13:00-16:00)	7 (09:30-12:30)	16 (13:00-16:00)	15 (09:30-12:30)	11 (13:00-16:00)	10 (09:30-12:30)	14 (13:00-16:00)	18 (09:30-12:30)	19 (13:00-16:00)
First Aid & Basic Life Support	Classroom	Varies (See month)		17 (09:30-12:30) & (13:00-16:00)			21 (09:30-12:30)			8 (09:30-12:30)			27 (09:30-12:30)	
	Webinar	09:30-12:30	5, 12, 19, 26	3, 10, 17, 24, 31	7, 14, 21, 28	5, 12, 19, 26	2, 9, 16, 23, 30	6, 13, 20, 27	4, 11, 18, 25	1, 8, 15, 22, 29	6, 13, 20	10, 17, 24, 31	7, 14, 21, 28	7, 14, 21, 28

## Induction and Essential Skills (cont.)

Course Title	Classroom / Webinar	Time	Apr 2024	May 2024	Jun 2024	July 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025
Food Safety	Webinar	Varies (See month)	15 (09:30-11:00)	22 (13:00-14:30)	20 (09:30-11:00)	9 (13:00-14:30)	12 (09:30-11:00)	10 (13:00-14:30)	17 (09:30-11:00)	13 (13:00-14:30)	18 (09:30-11:00)	23 (13:00-14:30)	25 (09:30-11:00)	
Food Safety (Level 2) *CPD Accredited	Classroom	Full Day	Available on Request											
Fraud Prevention & Client Finance	Webinar	10:00-12:30	5, 19	3, 17, 31	14, 28	12, 26	9, 23	6, 20	4, 18	1, 15, 29	13, 27	10, 24	7, 21	7, 21
Infection Control	Webinar	Varies (See month)	15 (11:00-12:00)	22 (14:30-15:30)	20 (11:00-12:00)	9 (14:30-15:30)	12 (11:00-12:00)	10 (14:30-15:30)	17 (11:00-12:00)	13 (14:30-15:30)	18 (11:00-12:00)	23 (14:30-15:30)	25 (11:00-12:00)	
Medication Administration	Classroom	09:30-16:30			12			5			6			
Moving & Positioning	Classroom	13:00 – 16:00					21			8			27	
Oliver McGowan Tier 1	E-learning	N/A	E-learning course available on Learning Pool											
Oliver McGowan Tier 2	Classroom	Full Day	Available on request											
Safeguarding People at Risk & Mental Capacity Act (MCA) & Deprivation of Liberty Safeguards (DoLS)	Classroom	09:30-16:30	24	29		24		19	25	27	17	30	13	21

## Specialist Skills

Course Title	Classroom / Webinar	Time	Apr 2024	May 2024	Jun 2024	July 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025
Blood Glucose Monitoring	Webinar	13:00-14:00				4			10			15		
Diabetes Management	Webinar	09:30-11:30				4			10			15		
Emergency Administration of Auto Injectors for Anaphylactic Shock	Webinar	1 hour	Available on Request											
Epilepsy Management	Webinar	09:30-11:30		2	4	10	14	17	7	20	11	20	13	17

## Clinical Skills

Course Title	Classroom / Webinar	Time	Apr 2024	May 2024	Jun 2024	July 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025
Buccal Midazolam Administration	Webinar	13:00-15:00		2	4	10	14	17	7	20	11	20	13	17
Catheter Care	Webinar	09:30-11:30	4	2	6	1	1	2	2	4	2	7	6	6
Dysphagia – Supporting People with Swallowing Difficulties	Webinar	09:30-11:30	15	13	20	11	12	19	16	18	16	22	20	20
Falls Prevention	Webinar	13:00-15:00	22	28	25	22	27	25	31	28	19	30	27	25
Nutrition & Hydration	Webinar	13:00-15:00	15	13	20	11	12	19	16	18	16	22	20	20
Managing Incontinence, Constipation and Faecal Impaction	Webinar	13:00-15:00	11	8	10	5	5	9	8	14	12	16	12	10
Oral Care – including Mucosa and Dentures	Webinar	13:00-15:00	23	23	24	18	20	23	21	25	18	27	26	26
Percutaneous Endoscopic Gastrostomy (PEG) Care and Support	Webinar	09:30-11:30	23	23	24	18	20	23	21	25	18	27	26	26
Pressure Area Care and Maintaining Healthy Skin	Webinar	09:30-11:30	22	28	25	22	27	25	31	28	19	30	27	25
Stoma Care	Webinar	09:30-11:30	11	8	10	5	5	9	8	14	12	16	12	10
Stroke – Cerebrovascular Accident (CVA) & Transient Ischaemic Attack (TIA)	Webinar	13:00-15:00	4	2	6	1	1	2	2	4	2	7	6	6
Supporting People with Asthma	Webinar	13:00 – 14:30				11		24						

## Mental Health

Course Title	Classroom / Webinar	Time	Apr 2024	May 2024	Jun 2024	July 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025
Affective Disorders: Trauma Informed Care	Webinar	13:00-15:30	8		24			3			19			
Basic Principles of De-Escalation	Webinar	09:30-12:00	8		24			3			19			
Hoarding Disorder: Trauma Informed Care	Webinar	09:30-12:00			13		28				17		24	
Mental Health First Aid	Classroom (2 Days)	Full Day	Available on request											
Monitoring the Side Effects of Clozapine	Webinar	Varies (See month)			26 (14:00-15:00)			10 (10:00-11:00)		7 (14:00-15:00)		14 (10:00-11:00)		24 (14:00-15:00)
Obsessive Compulsive Disorder (OCD)	Webinar	13:00-15:30			13		28				17		24	
Personality Disorder: Trauma Informed Care	Webinar	13:00-15:30		16			21		14				4	
Schizophrenia and Psychosis: Trauma Informed Care	Webinar	09:30-12:00		16			21		14				4	
Self Harm & Suicide	Webinar	13:00-15:30	23			2			1			6		
Working with Substance Misuse	Webinar	09:30-12:00	23			2			1			6		

## Management Training

Course Title	Classroom / Webinar	Time	Apr 2024	May 2024	Jun 2024	July 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025
Anti-Racism for Senior Staff	Webinar	13:00-15:00		21				4			11	8		13
EDHR & Culturally Appropriate Care & Support for Managers	Webinar	13:00-15:00			12				16				11	
Emotionally Unstable Personality Disorder: Supporting Staff	Webinar	13:00-15:00	Dates to be confirmed											
Equality, Diversity and Human Rights (EDHR): The Golden Thread	Webinar	13:00-15:00				2			30					11
Medication Observation for Senior Staff	Webinar	10:00 – 15:00	11		13		8		22		2		26	

## Management Development Pathway

Course Title	Classroom / E-Learning	Time	Apr 2024	May 2024	Jun 2024	July 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025
Introductory Modules for Managers	E-Learning	N/A	Available as E-Learning through Skills for Care via Learning Pool											
Creative Leaders	Classroom (2 Days)	Full Day	Available on Request											
Leading Your Service Good to Outstanding	Classroom (3 days)	Full Day												



## E-Learning

## Creative Academy E-Learning Suite

(Enrol online today on Learning Pool)

Acquired Brain Injury	Staying Safe and Healthy in the Office Environment (SSHOE)) (previously M&H For Non-Care Staff)
Data Protection and Information Governance	Medication Administration
Dyspraxia Awareness	Mental Capacity Act & Deprivation of Liberty Safeguards
Electrical Safety	Moving & Positioning
Equality, Diversity and Human Rights	Oral Health including Mucosa and Dentures
Fire Safety Awareness	Person Centred Care and Approaches
Food Safety	Positive about Autism
Fraud Prevention & Client Finance	Positive Behaviour Support
Health & Safety Awareness	Pressure Area Care and Maintaining Healthy Skin
Health Action Planning	Recruiting & Engaging Volunteers
Infection Control	Safeguarding People at Risk
Introduction to Diabetes	Supporting People with a Learning Disability
Introduction to Epilepsy	Supporting People With Their Oral Health Care
LGBTQ+ Awareness	Understanding Mental Health
Living Well with Dementia	Writing Daily Care Notes



## Course Information

For more information about all of the available courses that we deliver, please see our:

[Course Information Booklet](#)

# How to Apply

You can access e-learning and enrol yourself onto webinar and classroom training directly through your Creative Academy learning platform. To access this, please [click here](#).

Alternatively, you can enrol yourself or an individual onto one of the scheduled webinar or classroom dates by submitting an [Individual Application Form](#).

To enrol a group of staff onto one of the scheduled dates, please submit a [Group Application Form](#).

For any extra training requests, please submit a [Senior Manager Extra Training Request Form](#).