# Sheffield City Council - HR Learning & Development Service

## Training offer to Individual Employers (IE) and Personal Assistants (PA) for the period 1st April 2017 – 30 June 2017

We are pleased to confirm that, for the above period, we will continue to offer free learning and development opportunities to IEs and PAs*.

All training opportunities are now accessible via our online system, the **Sheffield Development Hub**.

We are in the process of finalising our training directory and this will be available to download from our website http://www.sheffield.gov.uk/ within the next 2 weeks.  In the meantime, please see a summary of the courses currently available free of charge to IEs and PAs.

| Free Taught Courses: | E-learning |
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| <ul><li>Alcohol Brief Interventions</li><li>Autistic Spectrum Disorders: Working with Children</li><li>Communicating with Children, Young People and their families</li><li>Dementia Awareness</li><li>Dignity in Care</li><li>Emergency First Aid at Work</li><li>End of Life Care</li><li>Equality, Diversity & Inclusion Awareness</li><li>Food Safety Level 1</li><li>Food Safety Refresher</li><li>Health, Safety & Fire Awareness</li><li>Introduction to Basic Drug Awareness for Young People</li><li>Mental Health Awareness</li><li>Mental Health First Aid</li><li>Mental Health in the Workplace – Skills for Line Managers</li><li>Mental Health: Meeting the Needs of Children</li><li>Moving  & Handling Children</li><li>Moving & Handling People</li><li>Moving & Handling People Refresher</li><li>Person Centred Practice</li><li>Promoting Effective Communication & Relationships</li><li>Restraint Framework for Good Practice</li><li>Safeguarding Adults Awareness</li><li>Safeguarding Adults Awareness Refresher</li><li>Safeguarding Children</li><li>Safeguarding Children Introduction</li><li>Understanding Children & Young People's Development</li><li>Worker Safety</li><li>Working with Harmful & Dependent Drinkers</li></ul> | <ul><li>Assistive Technology</li><li>Continuing Health Care</li><li>Enablement</li><li>Healthier Lives</li><li>Mental Capacity Act (2005)</li><li>Personal Assistant Induction</li><li>Restrain Framework Awareness</li><li>Right to Control</li><li>Safeguarding Adults at Risk</li><li>The Open Dementia Programme</li><li>Understanding Autism</li></ul><br>*For additional course information and to access learning and book on to taught courses each person will need a Sheffield Development Hub user account and a username.*<br><br>*To request an application form please email developmenthub@sheffield.gov.uk*<br><br>*We will notify you once your account has been set up and send additional information about how to use the system and access learning.* |