

Probation Qualification Awards

Learning and Development programme

The L & D programme comprises of workshop attendance, workbooks and the provision of resources to support learners. There are 18 face to face modules and 5 workbooks to support learning on the programme. The programme provides key skills and knowledge for PSO's and links directly to the VQ 3 qualification.

Workshop Content

PROGRAMME INDUCTION DAY

- Understand the structure, delivery and content of the LDP Workshops
- Understand the format of the Workbooks (OCJS, Legal Framework and Learning Workbook)
- Understand how the VQs link to the LDP Workshops
- Design a 'working together well' agreement
- Identify strategies to maintain and develop PSO's own learning
- Identify own learning style
- Understand, and practice, giving and receiving feedback

VQ Link: AE1 and AC1 specifically; links to other VQ Units also

DIVERSITY

- Describe how making assumptions, stereotyping, labeling and prejudice affects different groups and individuals
- Identify the ways in which discrimination and oppression are built into society and organisation.
- Explain what working with diversity means for you when working with colleagues and offenders.
- Understand the legislative framework surrounding diversity and equality in relation to offenders, victims and the workforce.
- Demonstrate an understanding of the various power positions and understand how this impacts on day to day work practices

VQ Link: AA1 specifically; links to all other VQ Units also

COMMUNICATION SKILLS & PSM

- Integrate effective and pro social oral and written communication skills into your practice.
- Explain the barriers to effective communication and how these can be minimised.
- Understand the use and value of creating a bounded professional relationship.
- Understand how to plan, prepare, undertake and record interviews
- Explain what working with diversity means in the context of communicating with others

VQ Link: AA1, AB1, AC1, AD1, DA1/2 EA1/2/3

OFFENDER MANAGEMENT

- Understand and apply the key stages required to assess and manage offenders effectively according to criminogenic needs and assessed level of risk.
- Understand the key offender management components for community and custodial sentences together with the relevant national standards.
- Understand and apply the core skills required to assess and manage offenders effectively according to criminogenic need and assessed risk.
- Identify the key partners of NOMS and explain what each can contribute to the provision of offender management services.
- Contribute to the sequencing and selection of interventions, and effectively refer offenders to appropriate resources.
- Apply principles of promoting equality, valuing diversity and anti-discriminatory practice in offender management.

VQ Link: AA1, AD1/2, DA1/2, EA1/2/3, EB1, EC1/4/6/7, ED1, GB2/3, GC1/2/4/7, GE1, GJ1

RISK ASSESSMENT

- Understand the current definitions of risk, and risk management and public protection procedures, and the importance of a victim perspective.
- Understand the dynamic nature of risk and the need to continuously review assessments according to criminogenic need.
- Understand the methods for identifying, predicting and managing risk within agency policies and procedures.
- Begin to identify the relevance of these concepts for your own role and responsibilities and when and how to refer to others
- Understand the implications of risk decisions and how to reduce the incidence of failures in risk assessment and risk management.
- Understand the potential sources of errors in risk decision making.
- Apply principles of promoting equality, valuing diversity and anti-discriminatory practice in assessing risk

VQ Link: AA1, AC1, AD1, AE1, DA1/2, EA1/2/3, EB1, EC4, GC1/2/4/7, GE8.

MOTIVATIONAL INTERVIEWING

- Understand the key principles of motivational interviewing
- Understand the significance of being able to encourage and motivate offenders to:
 - consider the effects of their behaviour on others
 - think through options
 - own and be responsible for their decisions
 - see the need to change their behaviour
- Demonstrate an ability to encourage and motivate individuals to change.
- Identify good practice and working within professional boundaries
- Apply the key principles of promoting equality, valuing diversity and anti-discriminatory practice when using motivational skills.

VQ Link: AA1, AD1, DA1, EA1, EA2, EC1, EC7, ED1, GB3.

TEAMWORK

- Understand how to contribute to effective team practice
- Understand how to contribute to the development of others in the work team.
- Understand how to develop oneself in one's own work role
- Maintain an anti-discriminatory stance in working in a team.

VQ Link: AA1, AC1, AE1.

EFFECTIVE PRACTICE

- Understand the principles and methods of cognitive behavioural work and how it can be applied to understanding and changing offending behaviour.
- Understand the findings of research as it relates to the development of programmes in general; programme integrity, targeting, dosage, group size and level of staff competence
- Understand the key components of effective practice including criminogenic needs, risk assessment and community based interventions.
- Demonstrate an understanding of how principles of promoting equality, valuing diversity and anti-discriminatory practice should be applied in relation to effective practice work.

VQ Link: AA1, DA1/2, EA1/2/3, EC4/6, ED1/4, GC4.

WORKBOOK REVIEW DAY

- Understand a framework for reviewing own learning
- Identify the usefulness, and any obstacles for using the workbooks
- Practice skills using material from the workbooks

VQ Link: AA1, AD1, AE1, EB1,

HANDLING DIFFICULT SITUATIONS

- Communicate with individuals who are distressed, anxious, angry or in denial
- Handle disagreements constructively, recognise and manage the impact of an incident on self and others.
- Understand the different levels and causes of conflict.
- Assess potentially difficult situations and contribute towards identifying strategies to reduce risk.
- Apply key principles of promoting equality, valuing diversity and anti-discriminatory practice in handling difficult situations.

VQ Link: AA1, GC1/7, GE2

SUBSTANCE MISUSE

- Demonstrate awareness of their own individual and society's attitudes to substance misuse.
- Demonstrate an understanding of the effects of drugs and alcohol use on the individual, their family and society.
- Demonstrate an understanding of the factors which may contribute to and may indicate use.
- Demonstrate an understanding of specific orders and different types of treatment options available.
- Explain diversity issues in relation to working with substance misuse.

VQ Link: AA1, AE1, GC1/7, GE1/2/9/11

INTERAGENCY

- Explain the principles and benefits of inter-agency working.
- Develop and maintain effective inter-agency relationships and channels of communication.
- Identify and manage factors which help and hinder effective joint working.
- Explain how risk is managed across agencies.
- Apply principles of promoting equality, valuing diversity and anti-discriminatory practice in inter-agency work

VQ Link: AA1, AD1, ED1, GB3, GC1,

INTRODUCTON TO WORKING WITH SEX OFFENDERS

- Demonstrate a beginning understanding of the basics of sex offending and the characteristics of these offenders, including an awareness of trigger factors and risk indicators.
- Demonstrate an understanding of a range of local policies and procedures and risk assessment tools and how they should be incorporated into working practice to manage and reduce risk.
- Demonstrate and understanding of the role of specific interventions and a range of good practice principles and techniques in managing or reducing risk in this work.
- Explain how workers can both positively and negatively contribute to the assessment and management of sex offenders and explain your own role and its boundaries within this process.

VQ Link: GC4.

MENTAL HEALTH

- Explain the myths and stereotypes associated with mental disorder.
- Recognise and respond to behaviour which indicates a mental health issue and the potential of risk to self and others.
- Identify the relevant mental health professionals who are able to undertake mental health assessments
- Identify the relevant mental health professionals who are able to undertake mental health assessments
- Apply principles of promoting equality, valuing diversity and anti-discriminatory practice in working with mentally disordered offenders.

VQ Link: AA1.

DOMESTIC VIOLENCE

- Demonstrate a beginning understanding of domestic violence and the implications for practice including an awareness of trigger factors and risk indicators.
- Demonstrate and understanding of a range of local policies and procedures and risk assessment tools and how they should be incorporated into working practices to manage and reduce risk.
- Demonstrate and understanding of the role of specific interventions and a range of good practice principles and techniques in managing or reducing risk in this work.
- Understand how workers can both positively and negatively contribute to the assessment and management of perpetrators of domestic violence and explain your own role and its boundaries within this process.

VQ Link: GC4.

VICTIM AWARENESS

- Demonstrate an awareness of the impact of crime on victims and survivors.
- Understand the reasoning and development of the probation service's work with victims.
- Understand the roles and function of the Victim Liaison Officer role.
- Develop victim empathy work with offenders.
- Consider diversity issues in relation to victim awareness activities.

VQ Link: AA1, BE2/3, GC1 (Links across a wide range of Units)

RESETTLEMENT

- Understand the current situation of prisoners and those recently released from prison.
- Understand the work of the resettlement PSO.
- Understand the work of the resettlement PSO.
- Understand the conditions of release on license.
- Understand the conditions of release on license.
- Understand the process of oral hearings.

VQ Link: AA1, DE4, EA2/3

PRACTICE IMPLEMENTATION DAY

- Discuss the problems that can occur when using Interpreters; discuss strategies for the effective engagement of Interpreter services.
- Review the following concepts covered on other workshops: the use of 'responsivity issues; effective use of empathy and rapport building; pro-social modelling in relation to the PSO role and professionalism; roadblocks to good communication.
- Discuss and generate examples of behaviour and attitudes that will identify the 'perfect' PSO.
- Discuss how to keep positive and healthy in their job role and private lives.
- Explore strategies for 'closing the contact' with Offenders; and also with other PSOs on the LDP.
- Undertake a Review of some of the workshop materials covered on the LDP