

## Kent Proact-Scipr-UK® / Kent PROACT Network Training Charges

(from 5<sup>th</sup> July 2018)

### Central Registration Fees (CRF)

There will be an expectation that ALL staff who MAY come into contact with pupils in Kent PROACT Network Schools will have a minimum of 1 training / refresher session per year on the basic theory and Proactive Working Practice interventions (where appropriate) through to full practitioner or instructor status – to enable the requirements of the Health and Safety at Work Act (1974) to be met in each establishment. The rates of CRF (used of admin and certification costs for Loddon Training and Consultancy) will be as follows:

- Schools with a Principal PROACT Instructor – £1 per delegate / employee
- Schools with 5 or more PROACT Instructors – £2 per delegate / employee
- Schools with 1 to 4 PROACT Instructors – £3 per delegate / employee

Schools with 0 Instructors will be associate centres within the Network / licence and be from mainstream or independent settings – £10 per delegate registration.

### Instructor Training, Numbers and Recertification Costs\*

There will be an expectation that any KSENT school wishing to be part of the Kent PROACT Network will have a minimum of school-based 2 instructors, rising in number due to the size of the staff profile. It will be expected that, to ensure that the PROACT philosophy, vision, and PBS Best-Practice is to be fully implemented in policy and embedded in practice at least 1 instructor will be a member of the Centre's Senior Leadership Team. Following the training of a SLT Instructor any other member of teaching / care staff could become an Instructor:

- TA (or care staff member) can have Instructor training and provide Introductory, Foundation, Refresher, Practice Session and Bespoke training within their Centre.
- A staff member with HLTA, CTLLS / DTLLS, QTLS / QTS or other formal teaching qualification can provide the above training programmes inside AND outside their organisation, as appropriate.

Although there will be a minimum of 2 instructors per centre, the recommended numbers are as follows: **1 to 100 staff – 2+ Instructors, 100 to 150 staff – 4+ Instructors, 150 to 200 staff 6+ Instructors, more than 200 staff 8+ Instructors.** The planned costs of Instructor training for 2018 / 2019 will be **£900 per person or 2 for £1600.**

*\*- different rates may apply to schools who have invested in the training of a Principal Instructor for their centre.*

NB: There are a finite number of PROACT Instructors that can be part of the Network, based upon the number of Principal Instructors at a ratio of 1:15. We currently have 5 Principal Instructors, so the maximum number we now have is 75 + the 5 Principals.

Each Instructor will need an annual Recertification, as per Loddon Training & Consultancy / BILD regulations. The planned cost of Instructor Recerts for 2018 / 2019 will be **£325 per person**. This cost and all future costings (in all areas) are subject to a small increase (if deemed appropriate) due to inflation or decrease (if the increasing size of the network enables economies of scale from the second year of the licence).

## **Practice Leaders**

This is a position which can be seen as a route towards becoming a full instructor or be seen as a CPD opportunity to ensure / reward support staff who have demonstrated “best practice” approaches. It is ideally suited for any teacher, HOD, HLTA or TA who understands and demonstrates Positive Behavioural Support strategies and good use of Physical Intervention and when to use them. The course will be formed out of attendance of the first 2 days of the Instructor course. The planned cost of Practice Leader training will be **£450 per person or 2 for £800**. Those taking part will then have a thorough understanding of the PROACT-SCIPr-UK® ethos, vision, values and curriculum as well as being able to learn / demonstrate the Proactive Working Practices and Keeping Safe Interventions – this will not allow the ability to teach the intervention, but assist in delivery of training, practice sessions or correct inappropriate practice. NB: Having completed 2 days of the Instructor course any Practice Leader will be able upgrade their status and training to full Instructor (within 2 years) by completing the final 2 days of the Instructor course and paying the the additional training costs (an additional **£450 pp / 2 for £800**).

## **Levels of training**

There will be an expectation that any KSENT school wishing to be part of the Kent PROACT Network will provide annual training covering induction / proactive working practice issues for ALL staff that come into contact with the pupils – as this presents a known, predictable and potential risk them whilst they are carrying out their duties (HSWA, 1974). This would be a minimum of a degree of theory, school practice and self-defence based interventions from 1.5 – 3 hours in length (average 2 hours in length).

*\*- different rates may apply to schools who have invested in the training of a Principal Instructor for their centre.*

Formal training programme:

- Induction - as described above, initial training (term 1) of service
- Introductory (6 hrs) - In 1<sup>st</sup> yr, Curriculum: values & beliefs. Law, H&S, PIs
- Foundation (6 hours) - Later in 1st yr, Curriculum: reinforcing above, more PI
- Refresher (6 hours) - Annual and 1 day: curriculum & new / refreshed PIs
- Practice session - As required short PS / audited PI training, with theory
- Bespoke - As approp full theory / PI training: person/class-specific

*NB: During the next 18 months, if a KPSN school needs to buy in the support of instructors from another school to supplement their training levels, there will continue to be a cover payment of £200 per person (to be invoiced by / made payable to the host school) to recompense for the release of their staff and contribute towards their mileage provision.*

## **Provision of Outreach & STLS support for mainstream schools – intro/found/ref**

It is the responsibility of KSENT schools to support pupils with SEMH needs in their locality. Primary Schools within Kent have the right to join and be an associate part of the Kent PROACT Network. They will not have their own trainers and will need support from their local special school for (preferably) a small number of staff working with a specific pupil or pupils, following a full Training Needs Analysis / Audit of Need. The training costs should be in-line with the STLS Core Training Offer i.e. **£44 per person (inc. registration)** or, for a larger group, bespoke costs could be explored. The delivery of charged training will be a way for individual Network schools to re-coup their annual Instructor Re-certification costs. For an associate school or individual (appropriate) person to join the Kent PROACT Network and receive Intro / Foundation / Refresher / Bespoke training there is a **registration fee of £10 per person (to be made payable to St. Nicholas School, Canterbury)**. *Delivery can be in full days / half days / twilights (1 or 2 hours) but the costs will be the same (based on 6 hours).*

- *A SMALL COURSE (PRACTISE SESSION, NO PI) 1:6 WITH ONLY 1 INSTRUCTOR – £200 (INSTRUC) + £100 TO THE LICENCE + £25 ADMIN TO THE INSTRUCTOR SCHOOL = **£325**.*
- *IF A SMALL COURSE WITH PI (PRACTISE SESSION) 1:4 WITH ONLY 1 INSTRUCTOR – THE SAME FEE = **£325***

***All schools / centres MUST have Introductory/Foundation training with annual refreshers before they can access additional practise sessions.***

*\*- different rates may apply to schools who have invested in the training of a Principal Instructor for their centre.*

**PBS Training:** based on 2 instructors training in a new host site (the instructor costs would be halved if a familiar / existing mainstream school and only 1 instructor)

- Half day training = £200 (instructor costs) + £75 licence contribution = **£275**
- 2 hour twilight = £140 (instructor costs) + £60 licence contribution = **£200**
- 1 hour twilight = £100 (instructor costs) + £50 licence contribution = **£150**

**St. Nicholas School, Canterbury (Kent PROACT Network Licence Holder, as of 5/7/18.**

**(5<sup>th</sup> May 2018)**