

SUPPORT SERVICES TRAINING CALENDAR (2009/10) page 1

| Level | Training Area | APRIL | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | JAN | FEB | MAR |
|-------|---|-----------------|------------|--------------|-----------------|-------------|------------|-----------|------------|----------------|-----------|---------------|------------|
| Ind | Corporate Induction | 7 | | | 7 | | | 6 | | | 12 | | |
| Ind | LDQ 1 | 21 | | | 21 | | | 20 | | | 19 | | |
| Ind | LDQ 2 | 28 | | | 28 | | | 27 | | | 26 | | |
| Ind | First Aid | | 28 | | | 24 | | | 24 | | | 18 | |
| Ind | Level 2 Food Safety in Catering | | | 24 | | | 11 | | | 4 | | | 5 |
| Ind | Challenging behaviour & physical Intervention (2 days) | | | 3-5 | | | 16-18 | | | 9-11 | | | 22-24 |
| Ind | Lone working, breakaway, risk & incidents | | | 4 | | | 17 | | | 10 | | | 23 |
| Ind | Handling Medication in Social Care | 9 | 8 CO | 11 CO | 9 | 6 | 3 CO | 8 CO | 6 | 3 | 7 CO | 4 CO | 4 |
| Ind | Manual Handling | | 7 | | | 20 | | | 5 | | | 1 | |
| Ind | Back Care Awareness (2hrs) | | | | 29 CO | | | | | | 20 | | |
| Ind | MO/Co-ordinator Induction Programme | (U1) 7 CO | (U2) 26 | (U3) 30 | (U4) 9 CO | (U5) 4 | (U6) 15 | (U1) 5 | (U2) 17 | (U3) 14 | (U4) 5 | (U5) 2 | (U6) 2 |
| Ind | SEO induction programme | (U1) 7 CO | | | (U2) 9 CO | (U3) 4 | (U4) 15 | (U1) 5 | | | (U2) 5 | (U3) 2 | (U4) 2 |
| CSK | Mandatory Update 1 | | 5 | 23 | | 11 | | 22 | 26 | 15 | 11 | 9 | |
| CSK | Mandatory Update 2 | 3 | | 12 | | | 4 | 2 | 27 | | 15 | 5 | 12 |
| CSK | Mandatory Update 3 | | 19 | | 2 | | 8 | 29 | 3 | 1 | | 16 | |
| CSK | Mandatory Update 4 | | 14 | 9 | | 25 | 22 | | 2 | | 14 | | 9 |
| CSK | Mandatory update 5 | | | | | | | 2 | | | | | 12 |
| CSK | Local Fire Training (2hrs) | 24 KH | 29 TC | 2 Belfast | 8 LH | 7 Bmoney | 15 REG | 16 KH | 13 TC | tbc Belfast | tbc LH | tbc Bmoney | tbc REG |
| CSK | MO / Co-ordinator update programme | | (U1) 26 | (U2) 30 | | (U3) 4 | | | (U1) 17 | (U2) 14 | | (U3) 2 | |
| CSK | LDQ Marking Sessions (2.5hrs) (dates in yellow are standardisation meetings (mandatory)) | 23 | 21 CO | 18 | 23 | 27 | 24 | 19 | 19 | | 21 | 25 | 25 |

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|-------|----------------------------------|-------|-------------------|------|------|-----|------------------|-----|------------------|-----|-------------------|-----|-----------|
| CSK | NVQ Induction (2hrs) | | | 25 | | | 25 | | | 14 | | | 25 |
| CSK | NVQ Standardisation Mtg (2.5hrs) | | | | | | 24 | | | | 21 | | |
| CSK | NVQ A1 induction (2 days) | | | | | | | | | | | | |
| CSK | Peripatetic NVQ Assessment days | | | 2 | 8 | 25 | 1 29 | 6 | 24 | | 12 | 23 | 23 30 |
| S | As additional skill need arises | | | | | | | | | | | | |
| P&M | HPD 4 | 15 | (U20) 12 13 | 8 | | | (U10) 9 10 | 7 | (U14) 9 10 | 8 | (U16) 28 29 | 8 | (U3) 9 |

CO Central Office
KH Knocklayde House
LH Lerwill House
TC Tower Court
REG Registered Unit