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Welcome...

...to our latest newsletter. It's hard to believe we are in the final quarter of the year.

It seems like an age since our very successful Assessor Conference back in June. We hope other similar events will take place in the near future – watch this space for updates.

Our Assessors have been keeping busy over the summer and we have been very pleased to continue to see high numbers of Candidates completing their Awards over the holiday period.

We still have access to a number of fully and partially funded NVQ places – more details can be found on page 3. Please let us know if we can help with NVQs or any other aspect of your training.

Alison Simpson

Sue Dunster

Managing Directors

Contact Us

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 Tel: 01865 849782

Assessors enjoy CPD and networking

67 NVQ Assessors from colleges, local authorities, independent training providers and care services from across Milton Keynes, Oxfordshire and Buckinghamshire attended a free one day conference organised by Care Training Solutions on June 14th at Bicester Golf and Country Club.



Delegates were able to attend Continuing Professional Development sessions in the morning and afternoon.

In addition two speakers provided insights into their work in the health and social care sector. Nyarai Humba outlined 'Getting Involved' - a project that involves service users and carers in social care learning, training and development. Nyarai talked about her own experience as a service user and how powerless and isolated she felt at times. She emphasised the importance of involving service users in the training and development process and encouraged Assessors to think about how they could facilitate this.

"Good to see differences in different care settings. Good to see new, inexperienced Assessors improving their knowledge."

"It was informative listening to others' experiences and advice."

Jayne Lacny a Basic Skills Tutor from Oxfordshire County Council reflected on her recent experience of undertaking basic skills checks with a large number of health and social care workers who were attempting to access Train to Gain funding. Jayne asked Assessors to consider the role they could play in supporting the delivery of basic skills training to those who need it.



"The day was a resounding success," said Cathy Lloyd of the Thames Valley Learning Resource Network. "Assessors learned a lot of useful information about assessing and developments in the health and social care sector. Importantly they also felt that the day was clear recognition of the vital role they have to play in driving up standards in the workforce."

If you would like to be kept up to date about forthcoming CPD activity available for NVQ Assessors please contact us by telephone on **01865 849782** or by e-mail at **info@caretrainingsolutions.co.uk**

"A really good day – we rarely get out due to funding so this event gave us a good opportunity as a team to compare our methods and practices with others and to learn from them."

Congratulations...

...to the following candidates who have recently completed their Awards:

NVQ Level 2 Care

L Rogers	S Ashley
S Trotman	J Kenny
K Bastek	J Scott
L McNamara	W Hutt
C Dawson	L Osmond
V Jacobs	E Saunders
L Powell	L Darvill
J Humphreys	J Everist
T Barnett	J Mularz
C White	A Cantell
R Wastell	V Moore
D O'Connor	J Weiner
C Brown	J Bugenyi
A Manning	P Bird
D May	A Jeng
V Coker	E Monasingh
F Al-Khafaji	L Moore
P Smith	S Lloyd
J Beet	J Adams
D Heskey	L Bryant
K Cheswick	I Vaughan
A Ryan	N Brock
A Duduyemi	P Brown
S Berry	W Terzino
P Mortimer	B Middleton
D Hudson	S White
S Davy	B Dabrowska
D Somerfield	R Mpofo
N Strezelec	M Price
S Saving	P Taylor
A Dragone	L Falconer
S Kroupova	S Whale
U Orzel	K Smith
M Bailey	T Wilson
C Simba	L Howson
B Yardley	S Newell
A Ryman	T Manka
K Beach	K Dixon
L Puta	D Siever
J Montgomery	

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Best of the Web

Multi-Faith Calendar

This tool enables you to search important festivals by faith or by date and will help increase your understanding of the different faiths practiced by staff and service users.

<http://www.bbc.co.uk/religion/tools/calendar>

SCIE's People Management On-line Audits

These audits aim to help you both assess and improve your management of staff. After completing an audit on a given topic, you will be given a score and a brief assessment, along with suggested resources to help you improve your practice. There are 13 topics currently available and the most popular is Recruitment and Retention.

<http://www.scie-peoplemanagement.org.uk/audits>

Web offers life long learning to carers

Log on to Care

The home of Social Care in Milton Keynes, O

Home	Social Care Projects	Resources	Training	Funding	Employment Legislation
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Welcome to Log on to Care

The website provides you with information about current care projects taking place in Milton Keynes, Oxfordshire and Buckinghamshire.

It also acts as a portal to a wealth of information about training, funding and legislation.

The site is aimed at people who work in care homes and domiciliary agencies, as well as other social care professionals who provide training for these groups.

If this is your first visit, please watch our [video introduction](#).



Latest News

[Log on to Care Press Release](#)

[Log on to Care web site launch](#)

[Sign up to our email newsletter](#)

Up to the minute information and training is now available on a new website for employees in care homes and agencies. Accessing training and up-to-date information has never been easier for carers in Buckinghamshire, Oxfordshire and Milton Keynes thanks to a brand new website, jointly funded by the three authorities.

The website, www.logontocare.org.uk is available for carers and care

workers, and their employers, to provide them with useful and up to date local information on aspects of training, funding or legislation for the sector. It is being funded by Buckinghamshire County Council in partnership with Oxfordshire County Council and Milton Keynes Council.

Mike Colston, cabinet member for Adult Social Care for Buckinghamshire County Council said: 'Properly trained staff are crucial in providing the high standard of care we expect and demand from our carers who work with many of our residents in care homes and deliver domiciliary care through our contracted agencies. As providers and purchasers of care for many of our residents in Buckinghamshire we place great emphasis on having properly trained staff so we are delighted to be able to support this valuable training resource.'

For further information contact: Bev Frost, Communications Manager, Adult Social Care on **01296 382173** or by e-mail bfrost@buckscc.gov.uk

Excellent Results from External Verifier

A key goal at Care Training Solutions has always been to maintain the highest standard of NVQ provision. Therefore we are delighted to announce that we received A grades when audited by our City and Guilds External Verifier for both Health and Social Care and A1 provision.

"This is a testament to the hard work and focus of the whole team here at Care Training Solutions," says Sue Dunster, CTS Director. "Although the company has grown at quite a rate over the last eighteen months we have never lost our focus on standards and making sure that the Candidate is at the heart of everything we do. This is also reflected in the feedback we get from Candidates when they complete their Award and the fact that having achieved one Award many Candidates go on to further qualifications with us."

Congratulations...

...to the following candidates who have recently completed their Awards:

NVQ Level 2 Care

L Fitzgerald	A Mangarayi
L Della Salla	T Hatchett
C Band	S Jaycock
L Ndlovu	G Williams
L Tompkins	R Shah
G Geraghty	S Bullimore
S Richards	J Cozens
J Awosika	K Morris
J Barrass	L Sadlowski
S Furby	S White
L Smith	H Appleby
K Styles	L Smith

NVQ Level 3 Care Adults

E Affron	S Barbon
H Rode	M Reyes
M Panther	D Tune
F Rweyema	G Macrae
V Bautista	S Larvin
R Bautista	S Aitchison
N Kapembeza	

NVQ Level 3 Care

Promoting Independence

K Townsend	S Stephens
S McGinley	

NVQ Level 3 Care

Children and Young People

P Cottle	H James
S Foster	L Solomon
C Cook	V Stone
M Benson	K Bruxby
L Belcher	S Eltham
C Palmer	H Wiltshire
E Caddy	S Dollin
P Seechurn	P Meda

If you want to see how good your literacy and numeracy levels are, try completing the games, quizzes and worksheets on the following website,

www.bbc.co.uk/skillswise

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Funded NVQs

Care Training Solutions is now entering its second year as a Train to Gain provider. We are delighted with the success of the first year and are pleased



to report that 36 Train to Gain Candidates completed their NVQs with many more nearing completion in the next couple of months.

Employers are becoming more familiar with Train to Gain due to recent national marketing campaigns. Train to Gain is a service aimed at helping businesses improve their productivity and competitiveness by ensuring that staff have the right skills to do the best job.

One aspect of this service is the provision of fully funded Level 2 and 3 NVQs to people who meet the following criteria:

- No more than 5 GCSEs at A – C grade
- No other Level 2s, A-levels, degrees, diplomas etc. even if they were gained overseas
- Lived in EU for a least last three years
- Have a contract of employment

Care Training Solutions can also access alternative funding which may be available for Candidates who do not meet the above criteria. If you would like to put NVQ Candidates forward or have further questions please contact us by telephone on **01865 849782** or by e-mail at info@caretrainingsolutions.co.uk

Why good basic skills matter in the Care sector

The drive to get more workers studying for NVQs, funded by Train to Gain, has given the Adult Basic Skills Service in Oxfordshire an opportunity to offer carers help in order to boost their literacy and numeracy levels. Nationally, millions of working people have poor levels of English and maths. However, Employers want increasingly to take on staff with good basic skills.

Now as carers are inducted onto NVQ courses, they are given the opportunity to assess their own English and maths skills by basic skills staff and are offered the chance to improve these skills and to get qualifications. Some NVQ assessors are also being advised as to how they can improve literacy levels among their NVQ candidates.

Gaps in basic skills in the workplace can mean inaccurate paperwork, time wasted through errors, mistakes caused by miscalculations and poor communication with customers and colleagues. Improving these skills can mean improve performance, quality assurance, communication, customer relations, recruitment, staff retention, boosting staff potential and creating a happier working environment.

Care workers throughout the region are now joining free adult learning classes or are asking for classes to take place in their own workplace. Many are working towards City and Guilds qualifications which are equivalent to GCSE levels. Equally, some managers, who feel they need to brush up, are turning to the Oxfordshire Adult Learning Service to request help with their own skills.

The service can offer help in reading, writing, spelling, punctuation, grammar as well as speaking and listening. The numeracy classes also help carers to feel more confident to tackle everyday maths tasks.

If you would like to know more about what the service can offer contact Jayne Lacny on **01865 327960** or e-mail her on jayne.lacny@oxfordshire.gov.uk.

Congratulations...

...to the following candidates who have recently completed their Awards:

NVQ Level 4

Children and Young People

M Bell

NVQ Level 4

Adult

B McLeod

S Chiarello

Registered Manager's Award

B McLeod

S Pither

A1 Assessor Award

H Watson

M Taplin

J Eugene

M Homes

K Styles

E Hudgell

V1 Verifier Award

S Butcher

LDAF Induction / Foundation

K Smith

C Hill

A Weedon

J Elkington

S Charlton

A Peake

R Karumazondo

Changes to Holiday Entitlement

The statutory holiday entitlement is changing. The holiday entitlement will increase to 4.8 weeks (24 days if you work a five day week) from 1 October 2007 and to 5.6 weeks (28 days if you work a five day week) from 1 April 2009, pro-rata for those working part-time.

If you need help visit businesslink.gov.uk where an on-line interactive tool will help you calculate your employee's annual leave entitlement.

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CTS win Skills for Care contract

Care Training Solutions are delighted to announce they have been successful in securing a Skills for Care contract which is aimed at encouraging people to access careers in social care across the Milton Keynes and Buckinghamshire areas.

The project involves managing a number of key activities including:

Care Ambassadors

Work experience

Apprenticeship scheme

Taster sessions

Specialist 14 – 19 diploma

Career pathways

Career advice

"We are really excited about starting work on this exciting project," says Alison Simpson, CTS Director. "In order to address some of the really serious problems that employers face around recruitment and retention it is vital to promote social care as a long term career and not just a job."

This will involve liaising with a number of other organisations to look at how we can encourage more young people to consider care when they are thinking about their options after school. We will also be making sure the various access points in the community for careers advice are able to provide lots of good quality information about a career in care. Oxfordshire County Council have already completed a lot of work in this area and we will be working closely with them to share learning and develop good practice."

We will bring you more information about this project and ways in which you may want to get involved in our next newsletter. If you have any further questions in the meantime please contact us by telephone on **01865 849782** or by e-mail at info@caretrainingsolutions.co.uk

Management Development and Soft Skills Training

Solutions 2Training, CTS's sister company continues to grow and is expanding its portfolio of courses.



Over recent months Solutions2Training has received a number of requests for equality and diversity training and as a result a short course aimed at raising awareness around these issues has been developed.

"This is a really good half day course that is a great mix of fact, theory, discussion, individual and group activity," explains course tutor, Garry Mitchell.

"Lots of organisations pay lip service to the concepts of equality and diversity but promoting a culture where they are really valued means encouraging people to examine their own preconceptions and identify how to be proactive about fostering equality and diversity in the workplace."

Delegates who have recently attended this course commented that it has really encouraged them to view their own words and actions from other peoples' perspectives and recognise the need to think more carefully about the impact of what we say and do on others.

To request more details about this or any other course please contact Solutions2Training by e-mail at info@solutions2training.co.uk or by telephone on **01865 849782**