



OSCAR network

enriching children's play

Training Workshops Term 4 2017



25 Disraeli St, Addington, Christchurch 8024

Ph: (03) 379 3915

admin@oscarnetwork.org.nz

www.oscarnetwork.org.nz

Training Workshops, Term 4, 2017

REGISTRATION

Please fill in ONE registration form per person

Tick your choice of workshops

- Health & Safety – 2 November
- Water Safety – 9 November
- Child Protection – 23 November
- First Aid, 25 November- *Full Course*
- First Aid, 25 November – *Refresher Course*
A copy of your First Aid certificate is required if you passed this with another provider other than Meditrain
- Older Children – 30 November
- Networking Meeting – 6 December

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Please fill in the following details:

NAME:.....

ORGANISATION:.....

ADDRESS:

.....

Enews please

E-mail:

PHONE:.....

Please tick either

Payment of _____

To OSCAR Network 031704 0041112 01

Cheque attached OR Invoice

AMOUNT: \$ _____

Please fill in the following details:

NAME:.....

ORGANISATION:.....

ADDRESS:

.....

Enews please

E-mail:

PHONE:.....

Please tick either

Payment of _____

To OSCAR Network 031704 0041112 01

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OR complete your training registration on-line now

OSCAR Network Training Information

This is the Training Information for Term 4, 2017. As you will see on the back there is a **calendar for your staff noticeboard** – there is a ‘**staff attending**’ column for you to use with your staff training records

- **Certificates of attendance** will be provided **by the end of each term**, if not possible on the day of attendance
- This term the OSCAR Network will be providing these workshops:
 - Core modules
 - Water safety
 - Full First Aid and Refresher training
 - Networking meeting
- Please **register online or complete and return registration forms** prior to the training sessions you wish to attend to admin@oscarnetwork.org.nz
or to; ***OSCAR Network***
25 Disraeli Street
Christchurch 8024
- If we have not received payment we will invoice you for training costs.
You can direct credit our account - 031704-0041112-01
If you have any concerns please contact the office 379-3915
- There will be a **cancellation fee** of 50% charged for all registered non-attendees
- For more information and updates check our website
www.oscarnetwork.org.nz/trainin/

Core MODULES

Health & Safety

Thursday 2 November -10am -12noon

Venue: St Marks, Corner Vincent Place & Opawa Rd, Opawa

There is nothing like the peace of mind of knowing your programme is up to speed with all the **health and safety** regulations and that you have first-rate systems in place.

This workshop will concentrate on:

- Promoting excellence in health & safety management using practical systems
- Hazard management, including Health & Safety Act requirements
- How to promote/foster positive health & safety management in the workplace
- Induction of all children, staff (including volunteers) and visitors to potential risks
- How to assess risk for filling out risk analysis and management forms

This training is not just for the supervisor because all employees have a responsibility for making the work place safe. This means having awareness about everything – eyes in the back of your head. By being trained and aware, staff is significantly more likely to reduce the risk of accident, incident or injury.

Facilitator: Pam Hughes

Registrations close: Friday 27 October

WATER SAFETY

Thursday 9 November -10am -12noon

Venue: St Marks, Corner Vincent Place & Opawa Rd, Opawa

We all know that summer means swimming. Most programmes take their children out (if not to our rivers) then to the pool. This can be a very stressful for staff looking after the children. We wanted this time to be enjoyable so have booked Tracey Hickman from Swimming New Zealand to come along and give us some tips to ensure fun for all!



Swimming New Zealand provides training for those involved in learn to swim education. Their aim is to ensure swim teachers receive support and information and are recognised for the contribution they make in ensuring every New Zealander has the opportunity to learn to swim. They have a team of regionally based staff who are available to meet the training needs for all people in the community involved in teaching learn to swim. This includes poolside assistance.

Tracey is responsible for the overall day to day operations of the Education Business Unit as well as providing training for those involved in learn to swim education. Tracey started teaching “learn to swim” at the age of 14 and hasn't looked back. She is a fully qualified swim teacher holding the SNZ Swim Teacher Award, National Certificate in Swim Teaching in Early Childhood, School Age & Adult and Teaching Swimmers with Disabilities.

Facilitator: Tracey Hickman

Registrations close: *Friday 3 November*

CHILD PROTECTION

Thursday 23 November -10am -12noon

Venue: *St Marks, Corner Vincent Place & Opawa Rd, Opawa*

The **Child Protection** workshop gives an overall view of the types of abuse that children may face and the signs to look out for.

At the end of this workshop staff will know how to respond to abuse disclosures. You will have a greater understanding of the situations that may occur and lead to abuse, and the effects this abuse can have on children and family as a whole.

This workshop will cover;

- Understanding what constitutes harm to children
- Care and protection service pathway – how Oranga Tamariki respond
- Understanding harmful/detrimental environments
- Policy and Procedure including incorporation of the Vulnerable Children Act

The facilitators will talk about the protocols that are in place for programme disclosure of suspected/disclosed abuse of a child and are more than willing to offer guidance and support around any specific issues you may have.

Facilitators: Angela (Oranga Tamariki)

Registrations close: *Friday 17 November*

FIRST AID TRAINING

Saturday 25 November

FULL TRAINING

8.30am – 4.30pm

REFRESHER TRAINING

8.30am – 12.30pm

Venue: **To be advised by Meditrain**

Do you hold a current First Aid Certificate?

According to industry standards, the expiry date for the Workplace First Aid and Workplace Re-certification Course is every 2 years. In order to keep your First Aid certificate current you are required to attend a refresher course within 3 months of expiration of your current certificate. Although we do not encourage staff to leave revalidation to the last minute for safety reasons.

If staff previously sat their First Aid Course with MediTrain South Central:

Please obtain the full date in which the staff member sat their previous First Aid course

If staff previously sat their First Aid Course with another First Aid provider:

Can you please obtain a copy of their previous First Aid certificate or other evidence (wallet card) a scan of this is sufficient.

If any complications occur with sourcing previous First Aid certificate, a letter from the last First Aid provider with the course date stated is acceptable.

This Meditrain course meets the CYF requirements and is NZQA approved. There is a special deal for OSCAR providers and you need to get your registrations in to the OSCAR Network as soon as possible to avoid missing out.

Tutor: Meditrain

Registrations close: *Friday 17 November*



OLDER CHILDREN

Thursday 30 November -6 – 8.30pm *Light refreshment served at 6pm*

Venue: OSCAR Network, 25 Disraeli St, Addington

This workshop concentrates on the **older age group** attending programmes. It looks at the developmental changes, both physical and mental, that this age group goes through, and, how to plan to support them and their whanau over this time.

In this workshop we will be looking at:

- Child Development - aged 10 and older
- Differences between boys and girls of these ages
- Brain development for adolescents
- How best to support, nurture and care for this age group
- What you can offer this age group

Tutor: Pam Hughes

Registrations close: Friday 24 November

NETWORKING MEETING

Wednesday 6 December 10 am – 12 noon

Venue: South West Baptist Church, 244 Lyttelton Street, Spreydon

We will be in Cobham Street Hall which is a building with access from Cobham Street, ironically. It's at the right of that carpark.

The Networking Meeting is a great opportunity for all staff to share ideas and discuss any current issues that you may have.

Heather will be in attendance from The Treasure Trove Trust selling surplus resource items.

OSCAR Network staff will be onsite to provide morning tea, including Christmas cake, and to pass on any current information that they may have.

If you are a new staff member then come and meet staff and management from other programmes, and the OSCAR Network in a warm, relaxed and friendly environment.

SHARP has kindly offered to host this terms meeting. We had a large turn out last time, and those that attended found it a fabulous opportunity to meet with other OSCAR providers to share knowledge and learning plus a number of laughs. There is an added bonus of the opportunity to have a peak at other OSCAR programmes.

Workshop	Date	Time & Place	Cost <i>GST inclusive</i>	Staff Attending
Health & Safety	Thursday 2 Nov	10am – 12.00pm St Marks <i>Cnr Vincent Place & Opawa Rd</i>	\$50 per member \$100 non-members	
Water Safety	Thursday 9 Nov	10am – 12.00pm St Marks <i>Cnr Vincent Place & Opawa Rd</i>	\$50 per member \$100 non-members	
Child Protection	Thursday 23 Nov	10am – 12.00pm St Marks <i>Cnr Vincent Place & Opawa Rd</i>	\$50 per person	
Full & Refresher First Aid <i>MediTrain</i> <i>MSD approved</i>	Saturday 25 Nov	Full: 8.30am – 4.30pm Refresher: 8.30am – 12.30pm <u>Venue to be advised by</u> <u>Meditrain</u>	Full: \$175 Refresher: \$98	
Older Children	Thursday 30 Nov	6 – 8.30pm <i>25 Disraeli St, Addington</i>	<i>Light refreshment at 6pm</i> \$50 per member \$100 non-members	
OSCAR Providers Networking Meeting	Wednesday 6 December	10am – 12 noon SHARP South West Baptist Church, 244 Lyttelton Street, Spreydon	Free	

The OSCAR Office will close for a break on Wednesday 20th December

The OSCAR Team wishes you a fantastic break