



Early Years

Sheffield Early Years
Safeguarding Training
Arrangements

2026-2027

Sheffield
City Council



Statement of Intent:

In Sheffield minimum standards are not enough. We are always aiming for best practice standards, to ensure all our children are safe and able to develop and thrive.

Sheffield Safeguarding Local Arrangement for Universal/Basic/Introduction to Safeguarding Training

Local Arrangement:

All staff in Early Years settings must have a, 'live', interactive, trainer-led, high quality Universal/Basic/Introduction to Safeguarding course delivered by a reputable provider once every two years.

Universal/Basic/Introduction to Safeguarding:

- Sheffield City Council are one of many providers of Universal/Basic/Introduction to Safeguarding courses.
- Early Years settings **do not** have to access the Sheffield City Council Universal/Basic/Introduction to Safeguarding course, but it is recommended.
- Some examples of other reputable providers you may use are NSPCC, Barnardo's, EduCare, Coram Pacey, Learn2. Other reputable providers are, of course, available.
- In the intervening year between a 'live' interactive, trainer-led, high quality Universal/Basic/Introduction to Safeguarding course, setting should choose how to update themselves/their staff regarding Safeguarding
- The two-year training cycle means that all staff will attend an in-person course within the two-year period.
- Example:

Example schedule	Setting X
Year one	Interactive/trainer-led course
Year two	Online module OR a refresher led by the DSL

Sheffield Safeguarding Local Arrangement for Designated Safeguarding Leads and Designated Safeguarding Deputies Training

Local Arrangement:

All Designated Safeguarding Leads who are new to role must attend the Sheffield City Council Designated Safeguarding Lead Initial Training course.

This arrangement is in place because the DSL/D Initial Training course gives the local picture, processes and procedures that cannot be provided by any other training provider.

Designated Safeguarding Lead/Deputy Initial Training Course

Group settings:

- All DSL/Ds who are new to role must attend the DSL/D Initial training course provided by Sheffield City Council.
- The Local Authority requires existing DSL/Ds who have not yet attended, to attend the Local Authority DSL training course at the first opportunity.
- The DSL/D Initial course is only attended once by an individual participant.

Childminders:

- All EYFS practitioners, including Childminders and Childminding Assistants must attend a Universal/Basic/Introduction to Safeguarding course every two years, which is a statutory requirement. The Universal/Basic/Introduction to Safeguarding course attended needs to be trainer-led, interactive, and of high quality.
- The Local Authority requires existing Childminders to attend the Local Authority DSL training course at the first opportunity.
- New Childminders must attend the Local Authority DSL training course.
- Ideally new Childminders would attend the Local Authority DSL training course before working with children, but once registered with the regulator (Ofsted or Agency), this course must be attended.

Designated Safeguarding Lead/Deputy Termly Briefings:

- There is a DSL/D briefing each term (3x a year).
- These briefings are 1 hour long and give updates on local arrangements, briefings on safeguarding concerns in the city, and refresh DSL/Ds on safeguarding processes.
- Attendance at the briefings generates a certificate of attendance.
- All Designated Safeguarding Leads and Deputies, Safeguarding Leads from wraparound care providers on the Early Years Register need to attend each of the termly briefings to maintain compliance.
- Managers of group settings are recommended to attend the termly briefings.
- The Termly Briefings are all different and are written in response to local and national needs, incidents, and events.
- Non-attendance at briefings will be raised with providers.
- Any planned absence should be raised with the Early Years Quality Improvement Team.
- For unplanned absence, such as illness, please discuss further with the Quality Improvement Team.
- It is expected that all EY providers will ringfence time for training and professional development across the year.
- The dates for the briefings are sent out well in advance, so that group settings and childminders can plan their calendars and make arrangements to attend with enough time to make attendance possible
- The Sheffield EYFS workforce are accountable for meeting all the requirements of the statutory EYFS Frameworks and the Sheffield Children's Safeguarding Partnership Local Arrangements.