

standard 5

training and support for keeping children safe guidance for indicator 5.3



5.3B Template 3: Training Returns Form

Trainers registered with the NBSCCCI should complete this form after each training session (full-day programme or information session) and send it to their child safeguarding committee. The committee is responsible for collating these forms and sending them to the Director of Training and Support at the NBSCCCI by the 1st of April of each calendar year.

The information on these forms will be used to develop statistics for the NBSCCCI annual report, and also to evaluate the current training programme.

Date of delivery	
Name of trainer 1	
Name of trainer 2	
Names of additional trainers (if applicable)	
Type of session (please tick)	Full-day programme <input type="checkbox"/> Information session <input type="checkbox"/>
Total number attended (excluding trainers)	
‘ Total number of lay people	
‘ Total number of priests/religious	
Using the evaluations completed by participants at the training session, please list any areas of the training materials that require updates, revision or additional explanation	