**standard 5**

training and support for keeping children safe

**guidance for indicator 5.3**

* 1. **B Template 3: Training Returns Form**

Trainers registered with the NBSCCCI should complete this form after each training 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 Information Session Refresher Session Mandated Persons Session  Young Leaders Session |
| **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** |  |