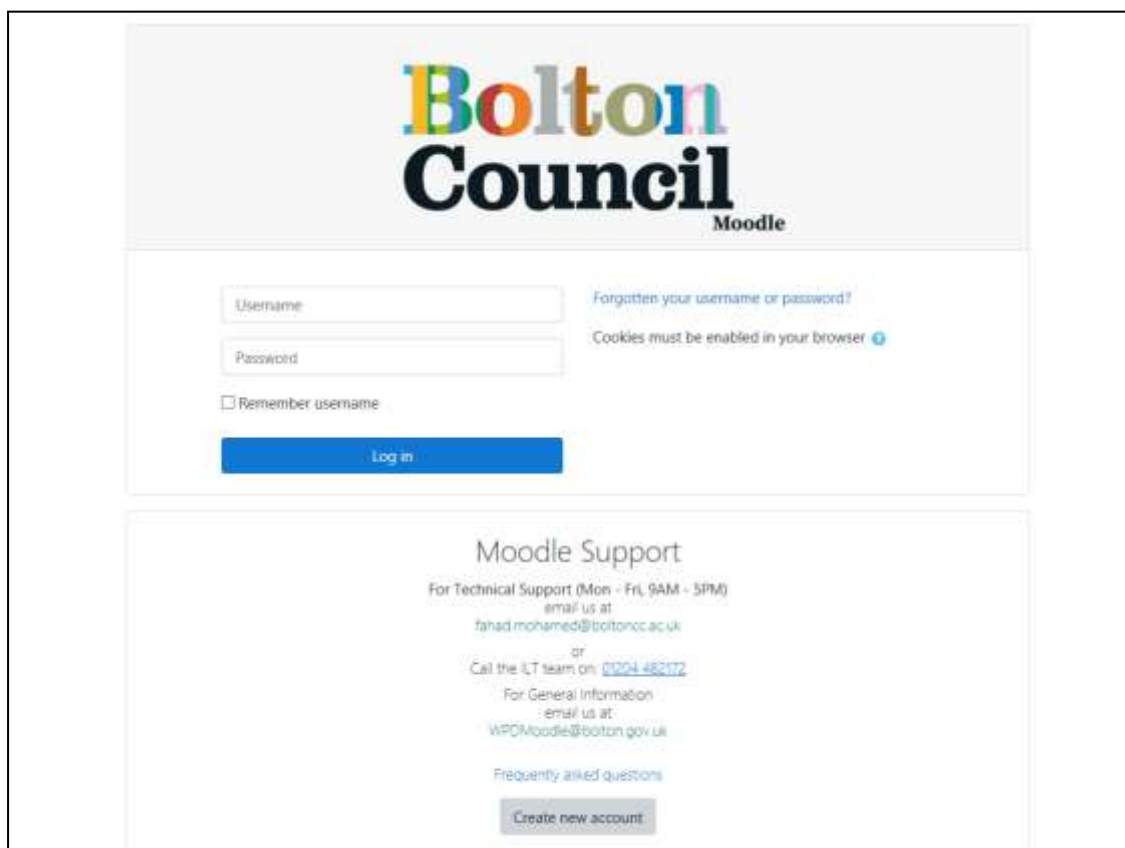


Online Keeping Children Safe (Level 1) training guidance

The Level 1 safeguarding training has recently been remodelled, in partnership with Bolton College, and moved to a new website. This document is designed as a guide to get users set up and started. The training is now hosted and maintained by the college on their Moodle site here:

<https://www.boltoncc.ac.uk/boltoncouncil/login/index.php>

You'll be presented with following screen:

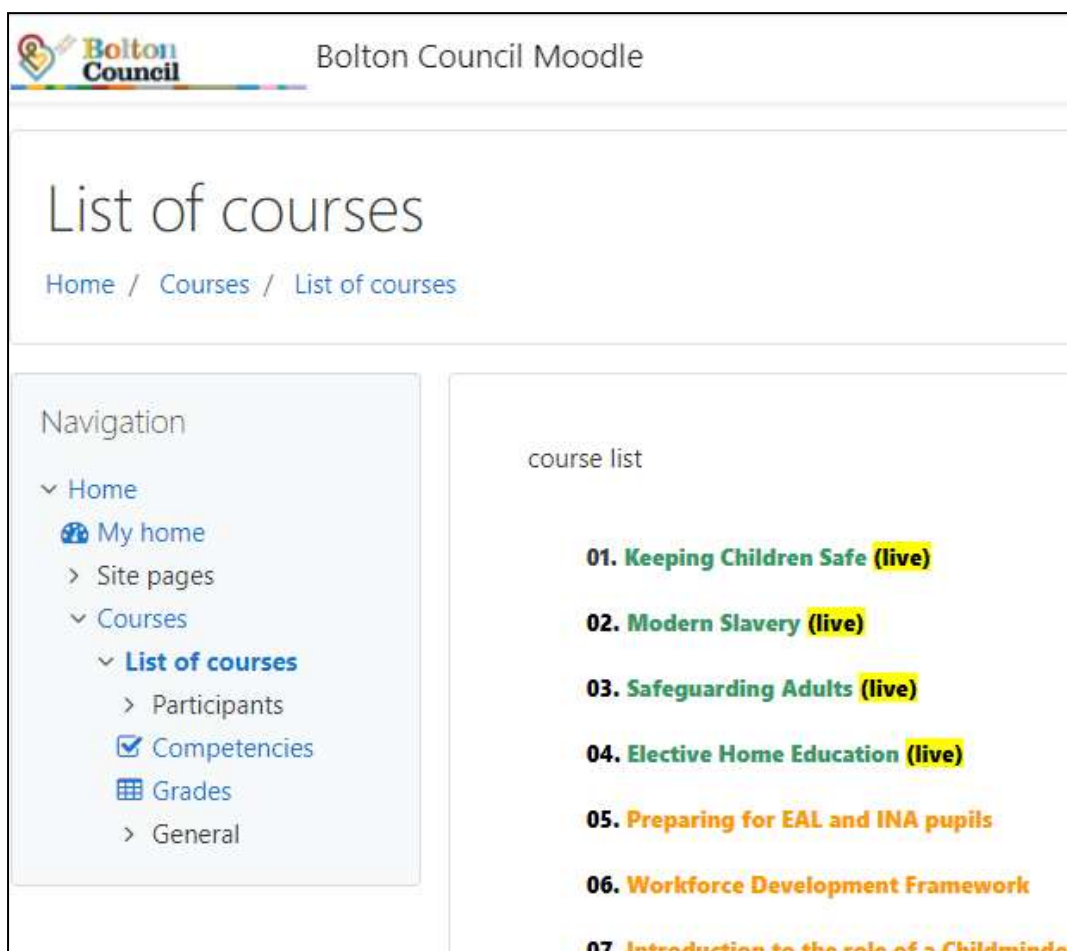


If this is your first time here, you'll need to create a new account. Once you've clicked on this and entered your details, you'll receive an email. Please check your email and follow the instructions. Note there are also FAQs here and contact details for support.

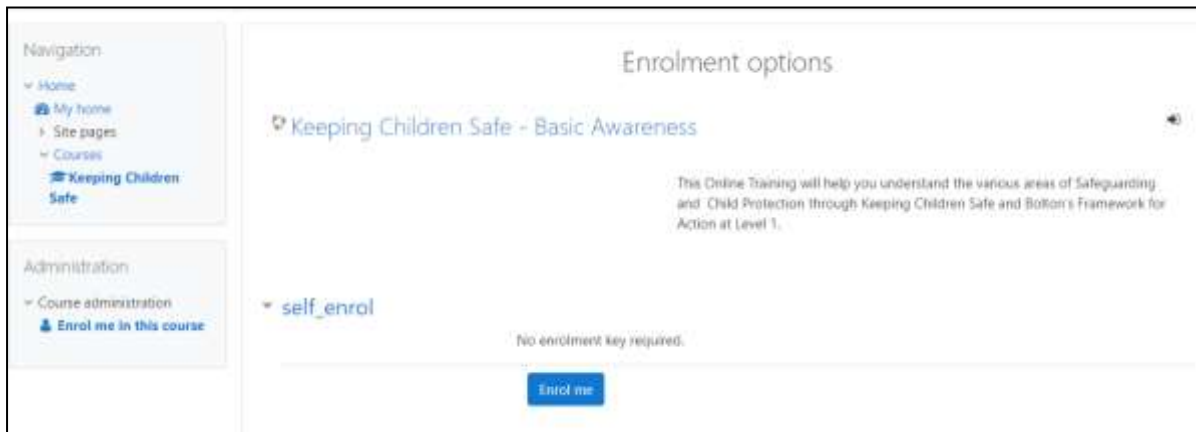
Once your account has been created and you've logged in, you will be taken to this page:



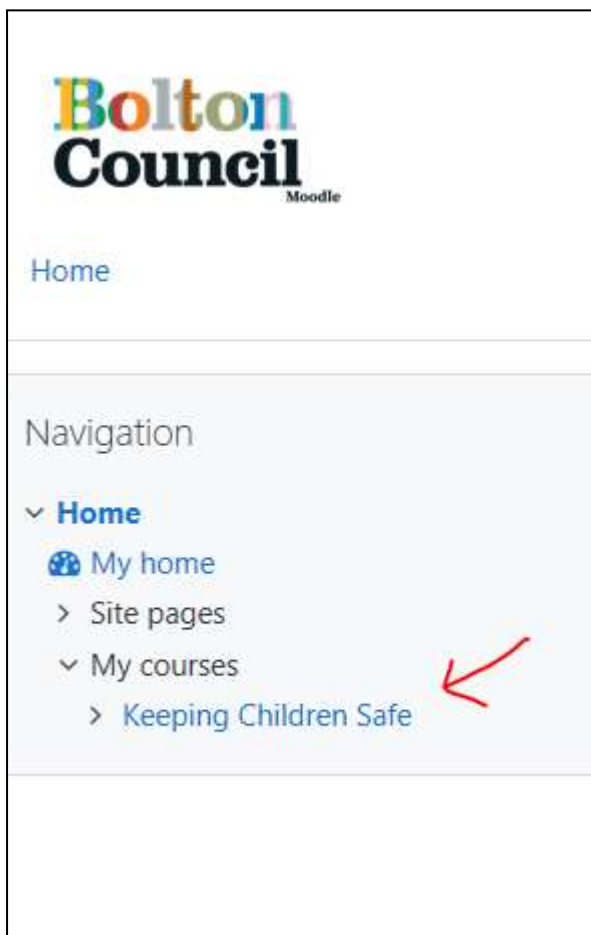
Select "Courses" and then choose "Keeping Children Safe".



Click on 'Enrol Me'.



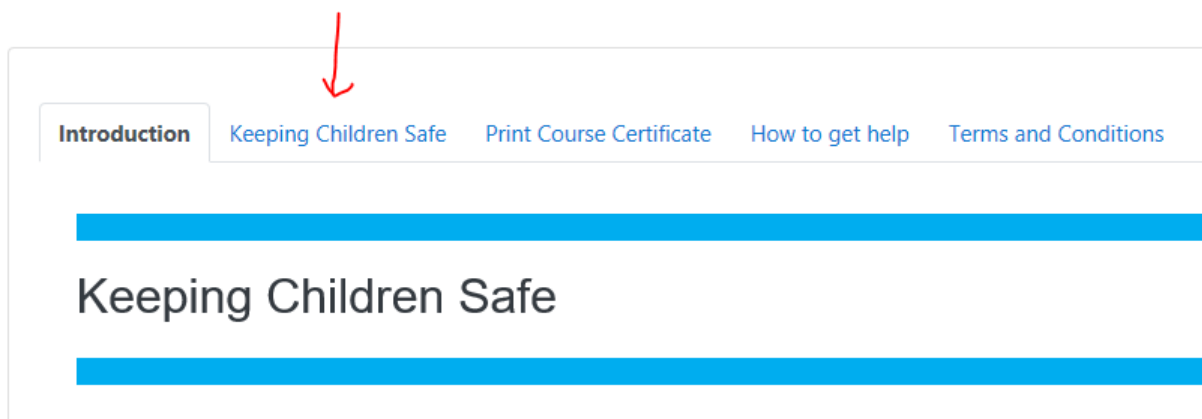
The screenshot shows the Moodle interface for enrolling in a course. On the left, there is a navigation menu with 'Home' expanded to show 'My home', 'Site pages', and 'Courses'. Under 'Courses', 'Keeping Children Safe' is selected. Below this is an 'Administration' section with 'Course administration' expanded to show 'Enrol me in this course'. The main content area is titled 'Enrolment options' and displays the course name 'Keeping Children Safe - Basic Awareness'. Below the course name is a 'self_enrol' option and a blue 'Enrol me' button. A note states 'No enrolment key required.'



The screenshot shows the Bolton Council Moodle Home page. At the top is the Bolton Council Moodle logo. Below it is a 'Home' link. A 'Navigation' section is expanded to show 'Home' with sub-links for 'My home', 'Site pages', and 'My courses'. Under 'My courses', 'Keeping Children Safe' is listed with a red arrow pointing to it.

Click here and read the Introduction information.
















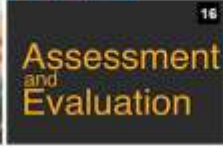
Then click here to start the course.

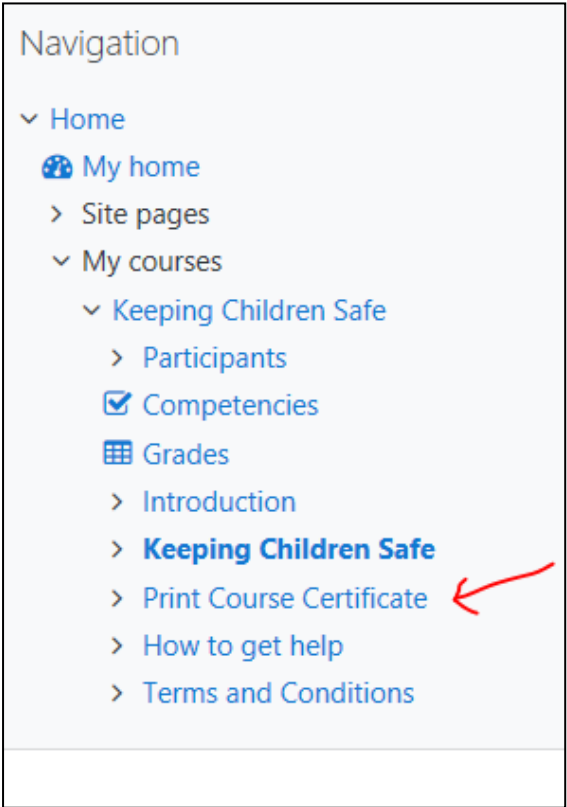


You'll see a page like this. Please read the instructions and complete each of the 16 modules.

Instructions

Click on the first activity box below to start the Keeping Children Safe - session.
In order to complete the course successfully and get issued a certificate you will need to complete all the **16 units** in this course and attempt all the questions.

 01	 02	 03	 04
 05	 06	 07	 08
 09	 10	 11	 12
 13	 14	 15	 16



Once finished, you'll be able to access your certificate. After completion, you can log in anytime and access the certificate from here.

Produced by Adam Austin (Bolton Council, Safeguarding in Education Administrator) and Angela Bogle (Headteacher at Mytham Primary School and Chair of "Staying Safe")

01/09/2021