

## Dementia Friendly Communities in Warwickshire Group / team sessions: Expression of interest form: 2017



We are aware that it may be easier / preferred for organisations to offer training to whole groups/teams on the same day. Warwickshire County Council, through Public Health, have some funding available to offer a limited number of whole group / team dementia awareness training sessions and are inviting expressions of interest to be submitted by **Friday 7<sup>th</sup> July 2017**.

Raising awareness of dementia, creating dementia friendly communities and supporting people to live well with dementia are key aims of Warwickshire's Living Well with Dementia Strategy (2016-2019).

### Training is provided free of charge to your organisation as follows:

- Training sessions last up to 3 hours (but we can tailor the training to be delivered in a shorter time if necessary)
- Sessions can be delivered at a variety of times to suit the needs of your organisation – as well as morning and afternoon sessions, the trainer will try to accommodate breakfast / evening sessions and weekend (morning) sessions
- You must be able to provide a suitable training room and refreshments
- There should be a minimum of 10 people (and maximum of 20 people) who attend
- Within six months of the training, your organisation should sign up to become a member of the [Coventry and Warwickshire Dementia Action Alliance \(C&W DAA\)](#), which is made up of organisations who are working towards creating dementia friendly communities to improve the lives of people living with dementia and their carers. This requires submission of a simple action plan to the DAA (there is no cost). If you have not joined the DAA within six months, you will be asked to pay for the training
- Those attending the training will be asked to complete a simple evaluation on the day of the training. We will also contact you 4 months after the training to follow up on your progress in joining the C&W DAA and to ask you to submit a brief Case Study that demonstrates how the learning has been used post training.

If the full three hour course is delivered, by the end of the workshop participants will:

- Be aware of the common types of Dementia and its impact on those living with the condition
- Recognise that people with dementia are individuals and have unique needs and preferences
- Have an enhanced understanding of how people living with dementia can be supported to access and be included in their community. This will include an overview of Dementia Friendly Communities
- Have increased knowledge of ways in which they can enhance their personal communication and responses to become more dementia friendly
- Have enhanced knowledge and information on dementia services and sources of help and information in Warwickshire
- Be aware of a range of further opportunities for developing their awareness of dementia, and/or commitment to becoming more dementia friendly (e.g. how to become a Dementia Friend).

Participants are required to undertake some eLearning before they attend the face to face course. Details will be provided upon booking.

Expressions of interest for this group / team training can be made on the form below by Friday 7<sup>th</sup> July 2017. Please email the fully completed form to Vivien Mershon:  
[vivienmershon@warwickshire.gov.uk](mailto:vivienmershon@warwickshire.gov.uk)

<b>Organisation – Name</b>	
<b>Organisation – Address</b>	
<b>Organisation – Telephone Number</b>	
<b>Organisation – Email Address</b>	
<b>Contact Person – Name</b>	
<b>Contact Person – Address</b> (if different to above)	
<b>Contact Person – Telephone Number</b>	
<b>Contact Person – Email Address</b>	
<b>Training Venue – Address</b>	
<b>Training Venue – Telephone Number</b>	
<b>Training Venue – Facilities</b> (e.g. laptop, extension cables, wi-fi, toilets, refreshments etc)	
<b>Preferred days / times for training* (please give at least two options)</b>	
<b>Refreshments</b> (Please confirm these will be made available)	
<b>Venue – Health and Safety</b> – confirmation of Public Liability Insurance, health and safety audits, fire audits, smoke alarms etc.  Confirmation that all electrical equipment to be provided has current PAT test certificate	
<b>Expected number of delegates</b> (must be between 10 and 20)	
<b>Names and roles of delegates</b> Please outline the roles of delegates who will be attending. (names of delegates can be provided nearer to	

the date of the training)	
<p><b>Please outline the benefits to your group / organisation of participating in a group /team training session, and outline how you plan to take this learning forward within your organisation after the training.</b></p>	

\*Training must be delivered by 31<sup>st</sup> March 2018.

Please note that whilst we will endeavour to provide training on a day and at a time to suit your group / team, we cannot guarantee to be able to do this. However we will liaise with you to make every attempt to provide training at a time that maximises participation by your team/group.

Depending on the number of training requests we receive, if an organisation requests multiple sessions, we may have to limit these.

Once training is booked, if the organisation cancels the training less than five working days before the training date, they will be liable for the cancellation costs. Further details will be given by Vivien Mershon when arranging the training.

This dementia awareness training programme has been commissioned by Warwickshire County Council, through Public Health.