

## **Managing a Critical Incident in your school**

Half-Day Initial Training and Update Training

*CRITICAL INCIDENT SUPPORT TEAM  
EDUCATIONAL PSYCHOLOGY AND SPECIALIST SUPPORT*

**This half-day training event is designed for all Norfolk Headteachers and Deputies.** It is free to all Local Authority Schools and those academies and independent schools, which subscribe to the Critical Incident Service.

A critical incident may be defined as:

**"An event or events, usually sudden, which involve the experience of significant personal distress to a level which potentially overwhelms normal responses, procedures, and coping strategies and which is likely to have emotional and organisational consequences."**

The training will mainly focus on incidents like deaths, serious accidents, etc.

Over the course of the past year we offered support and advice to 83 schools and settings in Norfolk. Incidents included death (pupil, parent, teacher), terminal illness, fatal accidents and suicide, as well as staff being in court for offences against children. We would like to offer you training in managing Critical Incidents, including guidance on how to offer appropriate support, considering short term and long term issues, as well the importance of leadership in such an incident. We will also advise you about the support available from the Local Authority.

22<sup>nd</sup> January 2016      PDC Norwich

9.30-13.00, followed by buffet lunch

Please note that we will also offer a 2 hour update for Headteachers who have previously attended this course, **date to be confirmed.**

### **Aims of the Training Event**

- To feel confident about managing a Critical Incident in your school
- To be aware of short term and long term issues in a Critical Incident
- To gain knowledge about support available for your school, including your staff, pupils and their families



### **BOOKING FORM**

Name ..... Position .....

School ..... Headteacher's Signature.....

Date/Venue .....

Please email or return the booking form at least two weeks before to Dr Bianca Finger-Berry, Children's Services, NNDC, Holt Road, Cromer, NR27 9EN. We will email with confirmation of a place and further details of the venue. For last minute bookings, or any queries, please contact the Critical Incident Lead Officer- [bianca.finger-berry@norfolk.gov.uk](mailto:bianca.finger-berry@norfolk.gov.uk) or 01263 739064.