

# West Sussex Safeguarding Children Partnership

## Reintroduction of Training Charges, including cancellation charges – 1 April 2024

### Booking charges – from 1 April 2024

- Agencies who contribute to the WSSCP budget are not charged for attending training. Contributing agencies are: West Sussex County Council (including Fire and Rescue Service, Maintained Schools and Pupil Referral Units, Maintained Early Years Settings); Sussex Police, Sussex Police, NHS Sussex commissioned 'Health' Providers and District and Borough Councils.
- All other agencies and organisations will be charged - including Early Years settings who have signed up to the WSSCP Training Subscription.
- Discretionary concessions may be agreed with small charitable organisations.

### Cancellation Charges – from 1 April 2024

Cancellation charges will apply to all agencies and organisations, including those who contribute to the WSSCP. Delegates will be **charged 100% of the course fee** in the following circumstances:

- Less than **5 working days' notice of cancellation** is given prior to the course date.
- For **non-attendance** on the day. Line managers will also be notified of the non-attendance.
- For any feedback on training charges, including cancellation charges please email [\*\*wsscp@westsussex.gov.uk\*\*](mailto:wsscp@westsussex.gov.uk)