



Professional Development Programme



For more info on our training & qualifications

www.napa-activities.co.uk

[@napalivinglife](https://twitter.com/napalivinglife)

facebook.com/NAPAlivinglife



NAPA (National Activity Providers Association) is a national charity and membership organisation. We support the care sector to prioritise wellbeing through the promotion of activity, arts and engagement.

NAPA offers a range of support services including opportunities for professional development; training and education programmes for care and activity professionals, digital publications; a professional magazine, a network of information and support, themed resources to enable activity and engagement and the NAPA helpline; a free information and support service for care and activity professionals and family carers.

Professional Development

Professional development enables us to develop our competence and our confidence. Engaging in professional development opportunities ensures our knowledge and skills are relevant and up to date, it can help us to plan our time and stay organised and to reflect on our practice, making us more considered in our approach.

There is always room for growth and improvement of professional skills. Attending a NAPA conference, training day or seminar or reading the NAPA magazine and latest resources can all provide us with new ways to sharpen our knowledge and skills. The more knowledge we gain of a specific skill set, the more confident we will be in our practice.

Learning useful techniques and applying these practically within my working environment has been so rewarding, I can see the difference in resident wellbeing. Lifestyle Coordinator

Key to training delivery methods



Elearning: Course materials and assessments online



Online: Course materials online, assessments uploaded



Distance learning: Hard copy course materials, assessments via email



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The Activity Professional Pathway...



Foundation

Starting out – The Induction Guide – Everything you need to know about activity provision, a foundation course for ALL staff.

Induction Course



Activity Worker

Level 2 Award in Supporting Activity Provision – A recognised qualification in Activity Provision – the recommended minimum requirement for all activity providers. Recommended for ALL staff.

Level 2 Activity Course



Activity Leader

Level 3 Certificate in Supporting Activity Provision – The higher level recognised qualification in Activity Provision – the recommended minimum requirement for senior activity providers.

Level 3 Activity Course



Activity Professional

To gain NAPA Activity professional status the learner will need to be a NAPA Activity Leader and then gain the following qualification.

Level 2 Award in Developing Leadership Skills

A recognised qualification in Leadership Skills – the recommended minimum requirement for all activity professionals.

Developing Leadership Skills



The course enabled me to ensure residents safety and enhance enjoyment in activities. I have been introducing the involvement of family carers and care staff in activity and engagement and it has made such a difference. Activities Coordinator

NAPA Activity Worker, Leader & Professional Registers

The NAPA registers were introduced for individuals that have completed qualifications in activity provision and wish to continue to learn and develop. To be eligible for inclusion a set of criteria must be met. These are laid out below and relate to the qualification gained.

There are 3 Registers, one for Activity Workers (AWR) one for Activity Leaders (ALR) and one for Activity Professionals (APR)

What are the registration benefits?

Registration offers a formal structure that:

- + recognises the acquisition of knowledge, skills and competencies
- + provides evidence of the capability of the individual in their role
- + enhances existing skills to keep abreast of evolving knowledge
- + provides evidence of the individuals own commitment to learning and allows them to consider best practice in the workplace
- + demonstrates a commitment to improving the quality and status of activity provision in care settings

How to gain registration status on the NAPA Activity Worker Register:

(AWR) Complete the QCF Level 2 Award in Supporting Activity Provision in Social Care.

How to gain registration status on the NAPA Activity Leader Register:

(ALR) Complete the QCF Level 3 Certificate in Activity Provision in Social Care.

How to gain registration status on the NAPA Activity Professional Register:

(APR) Complete the QCF Level 3 Certificate in Activity Provision in Social Care and Level 2 Award in Developing Leadership Skills.

● → Foundation Courses



Starting Out

The NAPA Induction Course for Activity Providers



The purpose of this course is to explain the role of the activity provider so that everyone can appreciate the important contribution activity can make to the life of a care setting – whether through planned activities such as facilitating a group, or spontaneous activities, such as chatting with residents. This is an ideal course for a new activity provider, a helpful refresher for experienced activity providers or an essential part of the induction of all staff, enabling an understanding of the importance of activity provision for the individuals in your care.

The course covers:

- + Whole Home Approach
- + Make the role your own
- + Best Practice
- + Activity Planning
- + Connecting with the community
- + Assessment, Goals and Evaluation
- + Further support
- + Golden Rules Do's & Don'ts

The course has an element of assessment and each student that completes successfully will be able to print their certificate of achievement.



Activity and Engagement: Leading the Way



This course is for managers as they are the lynchpin of all good activity provision. We know many managers want to move the culture of care on from one that is task-driven to one that offers personalised care, activity and engagement. We hope this course will prove invaluable in helping you achieve that aim.

The course covers:

- + Activity: visions and roles
- + Activity budgets and resources
- + Planning and documenting activities
- + Making community links
- + Which way now?

For **non members** please click below for the application form.

- + **Click here** for the Starting Out – The NAPA Induction Course for Activity Providers application form
- + **Click here** for the Activity and Engagement: Leading the Way application form
- + Course fee £49.99 per student, for non members
- + Not a NAPA member please **click here** to find out more about the benefits of becoming a NAPA member

The above courses are free for NAPA member organisations and their staff (one of your many membership benefits). If you are a NAPA member please email info@napa-activities.co.uk and we will send you the information to get your staff signed up.

Course fees start at **£49.99** per student

Level 1 – Qualifications



Award in Developing Emotional Resilience (GLH: 8 – Credit value:1)



This course aims to help learners understand what is meant by 'emotional resilience', recognise their own personal responses to new social, environmental and emotional situations, and learn ways of developing emotional resilience.

This Award is useful for people who want to develop their own emotional resilience in their personal or professional lives.

Learners will explore:

- + What is meant by the term 'emotional resilience'
- + Personal responses to new social, environmental and emotional situations
- + The ways for developing emotional resilience

Click here for application form



Award in Awareness of Health and Wellbeing (GLH: 8 – Credit value:1)



This course aims to provide learners with an understanding of what is meant by 'health and wellbeing' and the lifestyle choices and factors that can affect it.

Learners will explore:

- + The meaning of 'health and wellbeing'
- + The factors that influence health and wellbeing
- + The different types of health services that exist locally

Click here for application form



Award in Awareness of Mental Health and Wellbeing (GLH: 8 – Credit value:1)



This course aims to raise awareness of mental health issues and how to foster good mental health and wellbeing.

Learners will explore:

- + What is meant by the terms 'mental health' and 'wellbeing'
- + Mental health issues in relation to diverse groups

- + How to access support for mental health issues
- + How to foster good mental health and wellbeing in self

Click here for application form



Level 2



Award in Supporting Activity Provision in Social Care accredited by OCN London

Who is it for?

The OCN London Level 2 Award in Supporting Activity Provision in Social Care qualification enables those working, or intending to work, in the health and social care sector to develop their understanding of the potential benefits for individuals of engaging in both everyday activities and programmed activities.

From care staff to managers, activity providers to day-centre staff, domiciliary workers to owners and volunteers, this course is suitable for all. It will support learners to contribute to the planning, delivery and evaluation of individual and group activities and to meet a range of individuals' different needs. It will further learners understanding of the part activity has to play in providing person-centred care.

This qualification was developed in partnership with Skills for Care. It is increasingly recognised that Activity Provision can make a significant contribution to wellbeing and quality of life and the Care Sector reports a need for specialist training for their staff in this area.

The Award

In order to achieve this qualification, the learner **MUST** complete, successfully, all 4 units. Learners will achieve unit credits and a certificate for each unit they complete. Those completing all 4 units will receive a fully accredited award certificate from OCN London and the 'NAPA Activity Worker' certificate and badge.

Course Content

The Award is made up of 4 units:

- + Understand Activity Provision in Social Care
- + Understand the Delivery of Activities in Social Care
- + Understand the Benefits of Engaging in Activities in Social Care

Students then choose one of the following units to complete the qualification:

- + Dementia Awareness
- + Understand the Context of Supporting Individuals with Learning Disabilities



Course fees start
at **£400** per student

[Click here](#) for application form

I really valued the opportunity to do the NAPA Level 2 Award in Supporting Activity Provision in Social Care and found the course content was outlined clearly and easily accessible.

Activity Assistant



Level 2



Award in Dementia Awareness (GLH: 62 – Credits: 8)

Who is it for?

The OCN London Level 2 Award in Dementia Awareness qualification enables individuals involved in caring for people living with dementia, to develop their knowledge and understanding of dementia and in particular those factors that influence interactions and communication with individuals who have dementia.

From care staff to managers, activity providers to day-centre staff, domiciliary workers to owners and volunteers or family carers this course is suitable for all.

The Award

To achieve this qualification, the learner MUST complete, successfully, all 4 units. Learners will achieve unit credits for each unit they complete. Those completing all 4 units will receive a fully accredited award certificate from OCN London.

I would recommend this course to other people as it gives you a better understanding to different individuals.

Activity Coordinator

Course Delivery

This course will be delivered via OCN London's OPAL system, all of the learning materials are online, accessed via the portal. Upon completion of the learning, for each unit, the student will download the assessment, when completed will upload it to the system. The assessment will be marked by the assessor and robust feedback emailed to the student. Support is available by phone and email.

Course Content

The Award is made up of 4 units:

- + 4A: Dementia Awareness
- + 4B: Understand Equality, Diversity and Inclusion in Dementia Care
- + 4C: The Person-Centred Approach to Dementia Care
- + 4D: Communication and Interaction with Individuals who are living with Dementia

Entry Requirements – A good standard of English (written, spoken) and English comprehension is required. Access to the internet via a computer is essential.



Course fees start at **£400** per student

[Click here](#) for application form



Level 2



Award in Developing Leadership Skills (GLH: 16 – Credits: 2)

Who is it for?

The OCN London Award in Developing Leadership Skills is aimed at developing the leadership skills of learners, enriching their employability skills and personal growth.

The purpose of the qualification is to develop the leadership skills of learners, to apply in the workplace and other situations. It will provide learners with a greater knowledge of leadership skills and the confidence to apply and develop them in a variety of contexts such as work, education, leisure, and in the community.

Unit learning outcomes:

- + Understand the key characteristics of an effective leader
- + Understand the skills involved in being an effective leader
- + Understand the relationship between leader and team member
- + Know how to lead

This course has helped in developing the skills to lead my team.

Activity Lead



Course fees start at **£99** per student

[Click here](#) for application form



Level 2



Dementia Awareness (GLH: 17 – Credits: 2)

Who is it for?

This unit will provide valuable accreditation of knowledge and skills for workers in the area of dementia care. The course is aimed at support workers, care assistants, activity providers, anyone with an interest in dementia.

Learning Outcomes

- + Understand what dementia is
- + Understand the most common types of dementia
- + Understand factors relating to an individual's experience of dementia

The Dementia Awareness unit has been written in an easy to follow format, which includes information to read, exercises to complete, information to gather and think about. These are all designed to help you learn and relate your new knowledge to your workplace as well as to consolidate your knowledge. There is a written assessment which needs to be passed in order to gain this qualification.

Completion of this unit can be used to demonstrate your ongoing CPD (Continuing Professional Development). You can keep the workbook in your CPD portfolio and it can be used at a later date as evidence towards any relevant Health & Social Care QCF qualification.



Made me think a lot more about what I could be doing with the residents.

Care Worker

Course fees start at **£99** per student

[Click here](#) for application form



Level 2



Understand the context of supporting individuals with learning disabilities (GLH: 35 – Credits: 4)

Who is it for?

This unit aims to build on your understanding of what it means to have a learning disability and how you can support individuals with a learning disability.

The course is suitable for staff working in a variety of settings. It will be useful whether they are employed in health or social care, a community or an education setting or whether working in a paid or voluntary role.

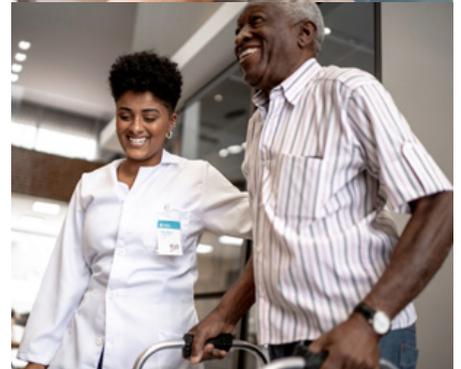
Learning outcomes:

- + Understand the legislation and policies that support the human rights and inclusion of individuals with learning disabilities
- + Understand the nature and characteristics of learning disability
- + Understand the historical context of learning disability
- + Understand the basic principles and practice of advocacy, empowerment and active participation in relation to supporting individuals with learning disabilities and their families

- + Understand how views and attitudes impact on the lives of individuals with learning disabilities and their family carers
- + Know how to promote communication with individuals with learning disabilities

This unit has been written in an easy to follow format, which includes information to read, exercises to complete, information to gather and think about. These are all designed to help you learn and relate new knowledge to your workplace as well as to consolidate your knowledge. There is a written assessment which needs to be passed in order to gain this qualification.

Completion of this unit can be used to demonstrate your ongoing CPD (Continuing Professional Development). You can keep the workbook in your CPD portfolio and it can be used at a later date as evidence towards any relevant Health & Social Care QCF qualification.



Course fees start at **£149** per student

[Click here](#) for application form

This gave me a good foundation knowledge.

Carer

● → Level 3



Certificate in Activity Provision in Social Care (GLH: 119 – Credits: 18)

Who is it for?

This course is aimed at Activity Coordinators with responsibility for leading and coordinating activity provision within a care setting.

The Level 3 Certificate in Activity Provision in Social Care develops understanding of the social benefits of providing opportunities for different kinds of activities in the context of care.

This qualification provides a valuable insight to learners of ways in which activity provision can lead the way in providing meaningful and purposeful engagement for people. It will enable learners to contribute to the planning, delivery and evaluation of an activity-based model of care.

Learners will receive unit workbooks, course handbook, a camera for assessments and full tutor support.

Course Content

The course is made up of 5 units:

- + Coordination of Activity Provision in Social Care
- + Equality and Diversity in Activity Provision
- + Implement Therapeutic Group Activities
- + Community Involvement in Activity Provision
- + Activity Provision in Dementia Care

The Certificate

In order to achieve this qualification, the learner **MUST** complete, successfully, all 5 units. Learners will achieve unit credits and a certificate for each unit they complete. Those completing all 5 units will receive a fully accredited award certificate from OCN London and the 'NAPA Activity Leader' certificate and badge.



Course fees start at **£700** per student

[Click here](#) for application form

I have been able to apply what I have learned to structure and plan effective activities for the people I support, ensuring that all the aspects of Risk Assessments and other safety issues are scrutinised carefully.

Wellbeing Practitioner

● → Training Events

NAPA offer training on a variety of activity related topics; our facilitation style means learners address real issues faced in their organisation.

Course examples:

- + Activities for people with dementia
- + Activity, Arts & Engagement in Dementia Care
- + Adapting activities for differing abilities
- + Advanced Communication Skills
- + Dementia Advanced Skills
- + Dementia Awareness
- + Leadership skills for activity providers
- + Mealtimes – a meaningful activity
- + The value and importance of activity in care settings
- + The whole home approach
- + Understanding distressed behaviour in people living with dementia
- + Life Story Work – An Inclusive Approach
- + Reminiscence based activities – An Inclusive Approach

Next steps:

- + We offer a selection of online training days, webinars and conferences
- + Please **click here** to see our Eventbrite page for current opportunities (prices start at £25)
- + The NAPA You Tube Channel has a variety of useful recorded webinars, please **click here**
- + We are also able to deliver a bespoke training day for a minimum of 10 delegates, prices start at £700 for the day, the maximum number of delegates would be 30. Please contact us if you would like to explore this option
- + The NAPA calendar also lists current opportunities
- + If you would like to be added to the NAPA News Network and receive NAPA News updates, resources and special offers please **click here**



Bespoke training prices start at **£700** for the day

93% Rated good or excellent

Overall satisfaction with the training course

90% Rated good or excellent

The level of confidence you feel about putting what you have learnt into practice back at work

NAPA membership benefits

NAPA supports the sector to prioritise wellbeing by promoting the importance of activity, arts and engagement.



NAPA members can access training, support, activity resources and opportunities to connect with other activity professionals

Benefits include:

FREE training:

- + Induction eLearning course to all NAPA members and their staff to enable a whole team approach
- + Managers eLearning course – free activity training for managers
- + Free qualifications – this applies to large groups (terms and conditions apply) – contact us for more information

FREE Resources:

- + Quarterly digital magazine and activity resources / ideas
- + Members hub on the website with activity-based articles, research and useful information
- + NAPA e News twice a week with activity ideas, updates on events and news across the care sector

FREE Helpline Service:

Free information and advice provided by skilled activity professionals:

- + FREE phonenumber
- + Out of hours email service
- + Closed virtual groups for exchanging ideas and offering support

60% Discount on the following professional development opportunities:

- + Qualifications in Supporting Activity Provision at Level 2 and Providing Activity Provision at Level 3 Consultancy services and bespoke Training days

Occasional special offers and discounts on:

- + Priority booking on NAPA Conferences and Open Training days
- + Digital resources
- + NAPA shop

NAPA Members are also invited to:

- + Display a Membership certificate
- + Display NAPA members logo on website or company stationery
- + Include your organisation's name in our membership Index (April 2021)
- + Include your group members logos in our membership Index
- + Tailor NAPA publications for in house use
- + Enter the NAPA Member Activity Awards
- + Participate in research and service improvement projects
- + Connect on social media platforms
- + Join the NAPA Leaders Network
- + Access the Directory of NAPA Recognised Activity Suppliers

Note: The Care Quality Commission Provider Information Return form asks for details of involvement with national bodies supporting best practice – NAPA is listed