

## How to book onto Safeguarding Children Courses via SLA Online

If you have not been granted access previously please email CYPDevelopment@stockport.gov.uk and we will arrange access for you.

 **If you have been on a ‘Restorative Practice’ course you will be already set up on SLA Online**.

1. Go to [www.educationstockport.uk](http://www.educationstockport.uk)
2. Log in using your email address and the password provided.

If you have been advised that access has been given to you already but you do not know your password, enter your email address then click “Forgotten Password”. Click Send and you will receive an email from “Services to Schools”, who administer our system for us, containing your password.

If you do not have a password, please click onto ‘Sign Up’ at the top right hand side of the page and please complete the form. In the ‘Reason Box’, please type in which Safeguarding course you want to be considered for and the course date.

1. Click on the “Training” tab at the top then in the “Find a course box” type “Safeguarding”.

**This course will appear as fully booked on this new booking system, please add yourself to the ‘Waiting List’, as all names are shortlisted.**

1. Click on the course name that you are interested in.
2. Note the content, including any relevant documents then add the number of delegates you wish to book at the bottom of the screen.
3. Your name will be added to the waiting list and once a shortlisting exercise has taken place, you will be advised whether or not you have been granted a place on the course.

If you have any problems with this please email CYPDevelopment@stockport.gov.uk