

Practitioner Guide to Undertaking Continuous Professional Development (CPD)



This guidance has been written for practitioners to support with undertaking CPD (Continuous Professional Development). It is informed by:

- [CPD guidance - Social Work England](#)
- [CPD examples - Social Work England](#)
- [The CPD standard - Social Work England](#)
- [A guide to continuing professional development \(CPD\) | Research in Practice](#)

The key aims of the guidance are to ensure that practitioners are supported to undertake CPD as part of their registration and to continue to evolve their learning, development, and practice.

Best Practice

Set clear learning objectives: Identify specific areas of knowledge or skills that you want to improve upon.

Utilise online resources: Many organisations and universities offer online courses and webinars on social work topics.

Attend conferences and workshops: Network with other professionals and gain insight on the latest research and best practices.

Seek out supervision and mentorship: Seek guidance and feedback from experienced social workers.

Join professional organisations: Participate in the activities and events of professional organisations to stay informed about developments in the field.

Read professional literature: Keep up to date with the latest research and thinking in social work. [Research in Practice and Making Research Count](#) are a reliable source of information and as social workers you all have access to these organisations. **Participate in research:** Get involved in research projects or studies to contribute to the knowledge base of the profession.

Volunteer: Take on volunteer work to gain experience in different areas of social work.

Take advantage of in-service training: Take advantage of in-service training opportunities.

Reflect on your practice: Reflect on your practice regularly and think about how you can improve and grow as a social worker. Use supervision regularly to do this. Record/note/journal any key learning that you have experienced that can contribute towards your CPD reflection. Record/note/journal any peer reflections that you have undertaken as part of a discussion/feedback/reflection on a joint experience.

Top Tips

Create separate folders: for appraisal, progression, CPD and save the information gathered in yearly sub folders so that this is easily accessible

Complete a grid: some people like to record their CPD directly on to Social Work England after every training session, but others do not. Why not try recording any training you have attended throughout the year on to the grid so that it is not an onerous task at the end of the year at Social Work England registration time (September to November- annually)

When accessing training: Training often has training objectives which says what practitioners will have learned by the end of the training. Practitioners can use this and then add their own reflections

Peer reflection: Why not include informal conversations with colleagues in the office, group supervision, Rethink formulation session, reflective team meetings, discussion groups as part of a team away day, reviews within team meetings

Interests: it will be beneficial to complete a reflection on an area where you have a specific interest as you will find this easier to discuss and reflect

Online sources: Webinars, podcasts and articles are all great sources of CPD evidence gathering. Why not try some of these sites, although there are many more good ones out there too!

[Leeds Safeguarding Children Partnership](#)

[Research in Practice](#)

[Children's Social Work Matters](#)

[What Works for Children's Social Care](#)

[NSPCC Learning homepage](#)

<https://www.cafcass.gov.uk/professionals/our-resources-professionals>

About the Document			
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