

Cumbria LSCB Safeguarding Policies and Procedures

Briefing Note: February 2015

FAO: All LSCB members

<u>Name</u>	<u>Role</u>	<u>Agency</u>
Gill Rigg	Independent Chair	
Richard Simpson (Vice Chair)	Assistant Director (Children's Services)	Barnardo's
Ian Gopsill	Service Manager	CAFCASS, Cumbria County Council
John Macilwraith	Corporate Director	Children's Services, Cumbria County Council
Lyn Burns	Assistant Director – Children & Families	Children's Services, Cumbria County Council
Eleanor Hodgson	Director for Children & Families	Cumbria Clinical Commissioning Group
Amanda Boardman	Lead GP	Cumbria Clinical Commissioning Group
Vacant	Designated Doctor for Safeguarding Children	Cumbria Clinical Commissioning Group
Louise Mason-Lodge	Designated Nurse for Safeguarding	Cumbria Clinical Commissioning Group
Sara Munro	Deputy Director of Nursing, Patient Safety & Leadership	Cumbria Partnership NHS Foundation Trust
Sascha Wells	Deputy Director of Midwifery	University Hospitals of Morecambe Bay
Cath O'Kane	Nurse Consultant – Paediatrics	North Cumbria University Hospitals
Michelle Skeer	Deputy Chief Constable	Cumbria Constabulary
Judith Greene	Secondary Head Teachers Association	Head Teacher
Claire Render	Primary Head Teachers Association	Head Teacher
Wendy Jacobs	Primary Head Teachers Association	Head Teacher
Debbie Storr	Director of Policy & Resources	Cumbria District/Borough Councils
Sarah Ward	Director of Operations	Cumbria Probation Trust
Mike Craven	Assistant Chief Executive	Cumbria & Lancashire Community Rehabilitation Company (CRC)
Colin Cox	Director (Public Health)	Public Health
Mark Bowman	Chief Executive	Inspira
Alison Smith	Deputy Director Nursing, Quality & Patient Safety	NHS England
Iain McKay	Service Manager	NSPCC
Pam Hutton	Chief Office (Voluntary Sector Representative)	East Cumbria Family Support
Deborah Royston	Senior Manager – Targeted Youth Services	Youth Offending Service
John Greenwood	Lay Member	LSCB
Jon Rush	Lay Member	LSCB
Anne Burns	Portfolio Holder for Children's Social Care	Elected Member, Cumbria County Council
Fiona Musgrave	Senior Manager – LSCB & Improvement Programme	Children's Services, Cumbria County Council

The LSCB can confirm that the launch date for the new multi-agency safeguarding procedures manual is 20 March 2015.

It is fundamental that all staff understand how the manual will work and how to access multi-agency procedures and practice guidance. A series of launch events are to take place across the county to promote the new manual.

LSCB members are asked to attend or nominate relevant staff to attend. It's vital that information from these events is cascaded across the partnership.

This note explains more about the manual, its launch and the implications for practitioners in Cumbria.

Why is this happening?

Since the publication of Working Together 2013, the LSCB Policy and Procedures subgroup role has been to update the current suite of safeguarding procedures. An independent review of the LSCB, in July 2014, recognised:

Work on updating the multi-agency procedures following Working Together 2013 is in hand; in the absence of these the Board has a process to ensure that the most important are reviewed in a timely way and these are overseen by each meeting of the Policy subgroup. The Board will not meet its target of November 2014 and the Board recognises that even when the procedures are in place local links will need to be included and appropriate training/development on the use of the procedures is delivered. There is therefore some way to go before there are up to date procedures in place and these are improving practice.

The LSCB recognised this risk and since agreed to tender for a third party provider of policies. After a commissioning process a contract was awarded to Trix.

The philosophy behind these procedures is that they should give clear advice to a multi-agency audience - and where appropriate instruction - about actions which need to be carried out. However, they should also be practically useful and easy to access and navigate when practitioners are dealing with a child and family. The temptation in the past has sometimes been to say too much - almost to say everything we know about a particular issue, and the practical procedure and guidance is buried in layers of background information, references to research and hyperlinks to websites containing yet more information. The new format with the Core Procedures at the front of the Manual will allow practitioners and members of the public easy access to concise information about what to do when there are concerns about a child.

What will change?

On 20 March 2015 the LSCB will launch the new multi-agency Policy and Procedures manual. Policies and Procedures will still be accessed through CumbriaLSCB.com.

The Manual layout and contents should support multi-agency working in Cumbria and assist practitioners to make informed and defensible professional decisions based on up-to-date information.

The first thing you'll notice about the new Manual is that the contents are divided into four distinct parts:

- Core Procedures (what to do)
- Safeguarding guides (safeguarding children practice guidance)
- Learning and Improvement (Learning and Improvement Strategy, SCRs, CDOP etc)
- Appendices and protocols (Local and national documents plus user guidance)

The Core Procedures section takes the safeguarding process through from the initial recognition of a safeguarding concern about a child through the various enquiries and investigations to the child protection conferences, the child protection plan and core group system. The Core Procedures also contain information about allegations against staff or volunteers, organised and complex abuse and information sharing. These procedures should be familiar and

recognisable to anyone working with children in Cumbria. The Core Procedures should form a frame of reference for the multi-agency practice within Cumbria, and also provide a framework for resolving professional differences when they occur (Conflict Resolution).

Safeguarding Guides - in the new Manual there are Safeguarding Guides written as stand-alone chapters which can be accessed quickly from the contents page. They are written to a consistent format and are designed to provide sufficient summary guidance and advice to support good practice.

Learning and Improvement is a section which reflects one of the key changes promoted by Working Together to Safeguard Children 2013. This part of the Manual describes the LSCB's responsibility to promote learning from experience and good practice. This part of the Manual also includes a link to local serious case reviews and CDOP reports. Over time this is clearly a section of the Manual, which will grow and develop as we incorporate examples of good practice and other advice and guidance for practitioners.

The Appendices and Protocols section provides a place for specific information as well as links to local and national guidance. We are particularly interested in developing the inclusion of information which is relevant and useful based on feedback we receive from users of the Manual.

How you can become involved

Every effort has been taken to ensure the information contained in the Manual is accurate, but practice is constantly evolving and new legislation which changes our practice seems to appear with increasing frequency. Therefore your feedback on the usability of the Manual and its relevance to your daily job is crucial in improving future versions.

The Manual will be updated every six months, so there will be regular and frequent opportunities to have an influence over the content. The first update is planned for July/August 2015.

By following the links in the How to use this Manual section, you will find the names of the contact persons in your area if you have any comments or suggestions for the future development of the Manual. The LSCB will also run regular feedback surveys.

Launch events

We are planning a series of countywide launch events towards the end of March/beginning of April 2015 - Invites will be sent out from the LSCB over the next few weeks.

Actions

- Prepare to decommission any hard copies of existing LSCB procedures. From 20 March 2015 - It is recommended that paper manuals existing in whole or part, should be shredded and the new manual be used exclusively.
- Please always refer to the LSCB website for the most up to date LSCB procedures and practice guidance.
- Launch event invites will be sent to LSCB Board members over the next few weeks, please can we ask that your organisation is well represented by the relevant personnel at these events. It's vital that information from these events is cascaded across the partnership.

Thank you for your continuing support in this process.

If you have any queries please contact the LSCB Office at LSCB@cumbria.gov.uk.

Lyn Burns

Chair LSCB Policy and Procedures subgroup