

WSCB – Systems and Procedures Sub Committee – Workplan 2014 -2015 – Update October 2014

Workstream	Actions	Lead	Timescale	Progress/Update
WSCB procedures	<p>To review the procedures and incorporate guidance on new and emerging issues in line with Working Together.</p> <p>To improve the quality of and access to the procedures</p>	Phase 1. Legal Services to identify personnel to identify models of best practice.	<p>Phase 1 September 14.</p> <p>Phase 2 April 2015</p>	Scoping exercise has been completed. Content of current procedures is good but web based presentation could be improved. Need to differentiate between procedure and guidance. Staffing and technical support required.
Recruitment and supervision of staff who work with children and young people in line with Working Together requirements	To produce a broad policy and principles for all agencies who work with children and young people covering safer recruitment and employment practices and the requirements for staff supervision	Education Safeguarding Manager / LADO	First draft by 30.8.2014	Completed To be presented to WSCB on 23.10.14 for approval
Staff Supervision policies	To develop a model for describing staff supervisory requirements according to role and levels of responsibilities	Education Safeguarding Manager/WSCB Development Manager	January 2015	New
Bruising to non mobile babies	Practice guidance that informs the investigation and assessment of injuries to non mobile babies practice	Health Lead	September 14	First draft completed. Amendments required. To be presented to WSCB on 29.1.15
Core group	To review and enhance the	IRO Manager,	September	Completed.

meetings	procedures relating to the effectiveness of core group meetings producing supplementary advice as an appendix that promotes best practice		14	Notification to teams/services by 1.11. 2014. Amendment to be completed to current procedure
Removal of child protection registration	To review and update the procedure that allows in exceptional circumstances for the decision to remove a child from a child protection plan to be taken outside of a child protection review conference	IRO Manager and Legal	September 14	Completed. Notification to teams/services by 1.11. 2014 Amendment to be completed to current procedure
Matters arising from SCR /LCRs	(i)Recording practices To produce a generic set of principles for all agencies that will inform recording practices and requirements regarding the availability and access to all information held by that agency as highlighted by a local case review (ii)Thresholds Thresholds document to be examined to ensure it supports the practice developments identified in serious case reviews	Legal Services	December 14 January 15	Ongoing New
Position of Trust	To review the procedure's	Working Group be	December 14	Ongoing

procedures	and produce guidance in respect of investigating allegations against people in a position of trust whether paid or unpaid (including foster carers and adoptive parents)	Legal to lead		
Child neglect	To amend and add clarification to the procedures regarding the requirement for a full paediatric health assessment where the child protection concerns relate to neglect	Designated Health Lead	October 2014	First draft completed. Amendment required. To be distributed for information at WSCB on 29.1.15
Homeless Young People	The Joint Protocol between Children's Social Care and Housing Department to be amended and endorsed by WSCB	District Leads/ Procedures sub group	January 2015	The sub group considered the protocol and aspects require clarification.
Physical Intervention Policy and related procedures	To update the current policy	Education Safeguarding Manager	October 2014	New The sub group considered the revised policy and endorsed its presentation to WCSB for approval
Guidance on images	To review the current guidance	Education Safeguarding Manager/WSCB Development Manager	December 2014	New
Missing children	To review the current		January 2015	New
Assessment	To comment of the	Safeguarding	January 2015	New

protocols	assessment protocols to be developed across the Board that should be published and set out what should happen when a referral is made	Service Manager (Central)		
-----------	---	---------------------------	--	--