

**Inspection of Safeguarding and Looked After Children's Services
Implementation of Recommendations for Areas for Improvement**

Areas for Improvement	Task/Action	Responsible Officer	Date for Completion	Current Position/ Progress as at September 2010
Safeguarding				
<p>1. Ensure that all recording, including assessments, recording of meetings and written case files, incorporates up-to-date and key information and identifies risk and protective factors.</p>	<ul style="list-style-type: none"> • All Social Workers, including Social Workers in Family Placement Teams to check correct and update their case files. • Case recording to be up-to-date on SWIFT. • Initial and Core Assessments to be signed off by a Team Manager ensuring that there is a clear risk assessment, analysis and plan. • Up-to-date chronologies to be placed on children's files. • Team Managers to check and confirm to Service Managers that the task is completed. • Systematic audit of all case files. • Quality assurance of Initial and Core Assessments. 	<p>Director, Safeguarding and Corporate Parenting CIN Service Managers</p>	<p>Immediate/ 30th September 2010</p>	<ul style="list-style-type: none"> • CYPS Systems Development Officer attending Team Managers' Meeting on 23rd September, 2010, regarding SWIFT issues - Completed 2nd September, 2010. • Memo sent to staff instructing that all should ensure that all these tasks/actions were carried out immediately – Completed. • Ongoing audits of case files. • 3 Briefing sessions held in September with all staff to reiterate the recommendations from the inspection – Completed 23rd, 24th,

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	<ul style="list-style-type: none"> • Quality assurance of case recording. 			<p>27th September, 2010.</p>
<p>2. Improve the effectiveness of strategy discussions and child protection plans and the active review of these by core groups and child protection reviews, and the quality of recordings, including details on what action is to be taken.</p>	<ul style="list-style-type: none"> • Ensure outcome of strategy discussions put on SWIFT. • Audit the quality of strategy discussion reports. • Audit child protection plans. • Audit Core Group minutes to ensure they address the child protection plan and progress is being made. • All Strategy discussions/ meetings to be recorded and associated to child's file. • Refresh training on Quality Child Protection Plans. • QA minutes of Strategy Discussions (locality)/ Meetings. • Identify specific Conference Chair for each locality to assist in quality development 	<p>Director, Safeguarding and Corporate Parenting Service Manager, Safeguarding</p>	<p>Immediate/ 30th September 2010</p>	<ul style="list-style-type: none"> • Transfer the Charing of Core Groups to locality managers (WT compliant) under new locality arrangements. From 1st October, 2010. • Recruitment to full strength Charing Service commenced. • New attendance information being captured. • A dedicated Safeguarding Manager has been appointed to Chair all strategy meetings in cases of organised abuse, child exploitation and allegations against carers.

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	<p>and consultation including locality based audits.</p> <ul style="list-style-type: none"> • Conference Chair to join locality management meetings. 			
<p>3. Improve the quality of Social Care Supervision so that staff receive the right level of challenge, development and support.</p>	<ul style="list-style-type: none"> • Arrange briefing/training for Team Managers on quality supervision, include examples of good practice. • Random audit of supervision records by Service Managers and Director, Safeguarding and Corporate Parenting. 	<p>Director, Safeguarding and Corporate Parenting Workforce Strategy, Planning and Development Manager</p>	<p>31st October 2010</p>	<ul style="list-style-type: none"> • 12 month trial of Advanced Practitioner post currently being explored. • Management development programme beginning in September 2010 for a selection of Team Managers.
<p>4. Ensure that the Workforce Training and Development Plan clearly identifies how it will meet the development needs of all staff.</p>	<ul style="list-style-type: none"> • Review content of Training and Development Plan. • Increase number of Social Work qualified staff in the Training and Development Team. 	<p>Director, Safeguarding and Corporate Parenting Workforce Strategy, Planning and Development Manager</p>	<p>31st October 2010</p>	<ul style="list-style-type: none"> • Transfer of staff to Workforce Development Team took place in August 2010. • Vacant post with the team to be advertised in September 2010.
<p>5. Update the protocol for Children Missing from Home, Care and Education to reflect the new national guidance.</p>	<ul style="list-style-type: none"> • Review and update protocol for Children Missing from Home, Care and Education. • Protocol to be endorsed by 	<p>Director, Community Services Manager, Residential Services</p>	<p>31st October 2010</p>	<p>Protocol to be discussed at Exploitation Sub-Group week commencing 14th September. Reviewed and revised</p>

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	Rotherham Safeguarding Children's Board.			document to be completed by 30th September and submitted to P&P Sub-Group of LCSB.
NHS				
<p>1. NHS Rotherham and Rotherham NHS Foundation Trust (NHSFT) should ensure that within A&E services there is access to suitably trained and qualified children's nursing staff when children and young people are seen in the department.</p>	<ul style="list-style-type: none"> • Improve the training for A&E staff in relation to caring for sick children - joint work between A&E and Child Health. • Rapid access to Children's trained nurses and Play Specialist/Nursery Nurse available through the Child Health senior nurse bleep system. • Reinforce the role of the senior paediatric bleep holder and their responsibilities to A&E. • Utilise upcoming vacancies within A&E to attempt to recruit dual trained adult/children's nurse (accepting the challenge of being able to successfully recruit to such a post). 	<p>Director of Children and Young People's Services, Health/Associated Director, Children's Services, RCHS Associate Director, Strategic Planning</p>	<p>30th November 2010</p>	<p>September - Agreed Task/Action.</p>

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<p>2. NHS Rotherham should ensure that A&E staff at Rotherham Foundation NHS Trust have access to and use the electronic System 1, to ensure that children and young people can be easily identified if they are already known to social care services.</p>	<ul style="list-style-type: none"> • List of names to be decided by RFT management and sent to all on this email by a 'reply all'. • Staff without smartcards then need to contact Sue Wake to arrange for a basic smartcard to be issued by RFT. • List of PC's to be used to be sent to David Brown for software install and Smartcard reader install to be done by RFT. • List of Staff to be trained to be forwarded to Wendy Herman and bookings arranged between staff involved and training team at NHSR. • List of staff to Paul Chapman for sponsorship for access on behalf of RCHS, RA02 access forms to be produced and processed by reg authority team at NHSR. 	<p>Director of Children and Young People's Services, Health/Associated Director, Children's Services, RCHS Associate Director, Strategic Planning</p>	<p>30th November 2010</p>	<ul style="list-style-type: none"> • List of staff identified for access to and training in use of SystemOne. • Identified staff have been notified re requirement on how to obtain smartcards. • Identified PCs needed. • Identified Location and PC IDs. • Dates for training of staff are being identified.

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Looked After Children				
<p>1. Strengthen the role of the Virtual Head by ensuring that the work of the School Improvement and Effectiveness Team is more focused on supporting and challenging the attainment of Looked After children.</p>	<p>Appointment of Virtual Head Teacher.</p>	<p>Senior Director, Schools and Lifelong Learning</p>	<p>Immediate/ 30th September 2010</p>	<p>Process in place for completion September/ October 2010.</p>
<p>2. Develop the Independent Visiting Service to ensure that all eligible children in care able to have access to an Independent Visitor.</p>	<ul style="list-style-type: none"> • Complete Needs analysis. • Relocate the management and monitoring of service under Service Manager Safeguarding. • Service to be developed under the “Rights 2 Rights” service. • Recruit and train Independent Visitors. • Monitor uptake of service • Design performance Targets: Number of IVs Number of LAC allocated IV 	<p>Service Manager, Safeguarding Unit</p>	<p>31st October 2010</p>	<ul style="list-style-type: none"> • Consultation with Rights 2 Rights completed. • DLT agreed transfer of Rights2Rights service to safeguarding from October 2010. • Rights2Rights to develop IVS scheme. • 10 IV’s recruited and training commenced. • Qualifying looked After Children to be identified and allocated October

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	<p>Number of LAC contributing to Reviews</p> <ul style="list-style-type: none"> • Children's complaints resolved within timescale with acceptable outcome and reported annually to the Safeguarding Board 			<p>2010. Gap analysis to be reported to Safeguarding Manager.</p> <ul style="list-style-type: none"> • Safeguarding Board received report June 2010 with recommendations for further information required.
<p>3. Strengthen the capacity of the Independent Reviewing Officer Service to ensure that all children and young people are effectively supported in making a contribution to their care plans and that care plans are robustly challenged.</p>	<ul style="list-style-type: none"> • Increase the capacity within the service to meet the requirements of new statutory guidance. • Increase capacity and improve practice to ensure care plans are addressing the needs of looked after children and that delay or drift in case planning is minimised. • Design and agree performance management targets. • Reviews within timescales. • Minutes within timescales. • Participation of LAC in reviews. 	<p>Service Manager, Safeguarding Unit</p>	<p>30th October 2010</p>	<ul style="list-style-type: none"> • Appointed 2 Agency IROs starting week commencing 20th September, 2010, bringing the total number of IROs up to 5¾ - Completed. • New Job Description and Person Spec written and under evaluation. • Recruitment and business case resubmitted. • Immediate vacancies covered on a temporary basis. (September 2010).

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	<ul style="list-style-type: none">• Quality of care plans.• Evidence of challenge.• Quality audits undertaken.• Assistant safeguarding Manager to attend locality and looked after team meetings to brief on new statutory guidance.			<ul style="list-style-type: none">• Backlog of minutes reduced.• IROs to ensure permanency planning is addressed at 2nd LAC Review and any subsequent Review'.• Independent Reviewing Officer to undertake audit at each review.• Attendance at team meeting set.