



Ofsted Action Plan (Child Protection)

Overarching Aim:

All staff to take responsibility for improving practice as required by Ofsted and the Safeguarding Assurance Visit

Area for Improvement	Actions	Lead	Responsible Officer	Evidence	Timescale	Link to other plans	Progress End March 2013	RAG
Immediately								
1.	Ensure that decision making regarding new referrals is consistent and robust, clearly and fully recorded and subject to regular management overview	Staff and Management training programme to include decision making re new referrals	Head of Service: Vulnerable Children and Customer Care	Team manager Team 12	At least 80% of decision making is graded good	31 August 2013		Training programme includes decision making. New process to be implemented.
		Quarterly audits of decision making and management oversight with findings fed back to ensure continuous improvement			Re-referral rate is 15% or lower	Tracked Monthly		Audit process drafted
					20% increase in Common Assessment Framework referrals from 71 in 2012/12 to 85 in 2013/14	31 March 2014		
2.	Ensure that all children in need cases have a clear plan focused on addressing their assessed needs and that the progress and appropriateness of the plan is regularly reviewed	Written guidance to staff reviewing plans	Head of Service: Vulnerable Children and Customer Care	Team manager Team 11	Guidance produced	31 March 2013		Written guidance provided
		Staff training programme to include quality & reviews of plans			Staff training programme delivered	31 August 2013		Training programme includes quality & reviews of plans
		Quarterly audits of plans with findings fed back to ensure continuous improvement			At least 80% of plans & reviews audited are graded "good".	31 August 2013		Audit process drafted

Achieved

On Task

At risk of not achieving

Area for Improvement	Actions	Lead	Responsible Officer	Evidence	Timescale	Link to other plans	Progress End March 2013	RAG	
3.	Ensure that management case discussions clearly record any decisions made and, where relevant, timescales for agreed actions.	Written process for recording decisions and timescales	Head of Service: Vulnerable Children and Customer Care	Team manager Team 12	Process in place		Process drafted		
		Quarterly audit of the recording of decisions and timescales			At least 80% of decision making is graded "good".				31 August 2013
Within 3 Months									
4.	Establish robust processes for cases moving between support provided under the Common Assessment Framework (CAF) and targeted social care interventions, including clear and well recorded access to social work advice and expertise	Implement the Families First Children in Need process	Head of Service: Vulnerable Children and Customer Care		Reduction of inappropriate referrals to children's social care and CAF.		Implemented and working well		
			Head of Service: Stronger Communities		All process implemented				30 April 2013
		Improve access to social work advice and expertise by seconding a Social Worker to Visions Children Centre one day per week for 6 months and developing peer supervision	Head of Service: Stronger Communities /Head of Service: Vulnerable Children and Customer Care		Supervision records demonstrate use of social worker expertise				30 June 2013
	Use single risk assessment tool to inform decision making	Head of Service: Stronger Communities Head of Service: Vulnerable Children and Customer Care		Audits demonstrate decision making is good.	31 March 2013		Assessment tool in use		
5.	Undertake a safeguarding audit of open disabled children's cases and review the arrangements for management oversight of this work.	Audit all disabled children cases	Head of Service: Inclusion		Case audit completed & recommendations for improvements made.	31 May 2013			
		Instigate a monthly management panel to oversee complex cases to ensure effective oversight and risk management	Head of Service: Inclusion		Complex cases taken to panel.	31 May 2013			

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		Ensure all relevant staff use the transfer protocol	Head of Service: Inclusion		Transfer protocol in use.	31 May 2013		
6.	Ensure that Leicestershire and Rutland Safeguarding Children Board provides effective scrutiny and challenge of the progress of work being undertaken to improve early help services in Rutland.	Local Safeguarding Children's Board to provide scrutiny and challenge	Assistant Director, Services for People Chair of Local Safeguarding Children's Board	Head of Service: Stronger Communities	Monitoring and auditing in place	31 May 2013	Local Safeguarding Children's Board Annual Plan	
Within 6 Months								
7.	Ensure performance management and quality assurance arrangements include a clear and consistent focus on service quality and that progress in key areas of improvement is regularly evaluated	Produce performance management and quality assurance strategy	Senior Manager: Health, Wellbeing and commissioning		Strategy in place.	30 September 2013		
		Develop qualitative audit tool.			Audit tools in use	31 March 2013	Draft audit tool developed for consultation	
		Complete quarterly audits			At least 80% of cases are of good quality	31 March 2014		
8.	Establish arrangements to strengthen the influence of the experiences and views of children and their families in the development of child protection and children in need services.	Views of children and families to be collected systematically and reviewed.	Head of Service: Vulnerable Children and Customer Care Head of Service: Stronger Communities		100% of care plans reflect service user participation Report produced on service user views	31 August 2013	Local Safeguarding Children's Board Annual Plan	Reviewing Raise documentation to enable this information to be recorded and collated.
		Children in Care Council to review current processes for involving children and young people and make recommendations if required.	Head of Service: Stronger Communities	Team manager Team 2 Youth & Community Development Officer	Views of Children in Care Council will be recorded and fed into processes with improvements made if required.	31 August 2013		

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	Establish a twice yearly focus group of children and families to feedback on experiences and inform service development.	Head of Service: Stronger Communities	Team manager Team 2 Youth & Community Development Officer	Focus group evaluation report fed into team meetings and briefings to ensure service improvement.	30 June 2013			
	Young Inspectors to complete quality assurance visit with children and young people to assess quality of participation	Head of Service: Stronger Communities	Team manager Team 2	Independent Young Inspectors report demonstrates strengths and highlights recommendations for improvements	31 December 2013			
9.	A vision and mission statement providing clarification of thresholds for intervention by Children's Social Care would be helpful to both Children's Social Care staff and partners, (SAV)	Relaunch the Families First Strategy to all partners through an online resource and briefings to the Children's Trust and Families First Board	Head of Service: Vulnerable Children and Customer Care Head of Service: Stronger Communities	Team manager Team 1	Families First Strategy re-launched	31 July 2013		
	Ensure the Families First Strategy is a core part of CAF training		Senior Early Intervention Officer	CAF training programme includes Families First Strategy 3 x training sessions delivered 6 x training sessions delivered	30 Sept 13 31 Mar 14			
	Evaluate the strategy and complete an impact report after 6 months of re-launch			Strategy evaluated and improvement plan in place	30 September 2013			