



NSSCP SUB-GROUP Terms of Reference

Child Safeguarding Practice Reviews Group

1. PURPOSE

The purpose of the group is to respond to concerns raised by any multiagency partner about serious incidents involving children. The group will decide (within 5 days) if notification is required to the National Panel and a Rapid Review. If a Rapid Review is required, the group will decide if a CSPR is needed. To ensure learning from any RR/CSPR's is disseminated and actioned to improve safeguarding practice for children.

2. KEY PRIORITIES

- 5.1. Ascertain whether serious incidents involving children meet the criteria for a Rapid Review i.e. the child has died or been seriously harmed and abuse is known or suspected. If yes-notification sent to National Panel.
- 5.2. If a Rapid Review is required to consider if a CSPR is required i.e., any potential for national learning or any new learning locally.
- 5.3. Initiate and oversee any such reviews.
- 5.4. Report learning to the NSSCP.
- 5.5. Monitor the delivery of a multiagency action plan to respond to learning points from reviews and report exceptions to the NSSCP actions not completed.
- 5.6. Ensure local and national learning from safeguarding practice reviews disseminated.

3. ACCOUNTABILITY AND RESPONSIBILITY

The group is accountable to the NSSCP. The group will report to the NSSCP Leads Group and NSSCP executive.

The Safeguarding Practice Review Subgroup links with other sub-groups by informing multiagency assurance (QA subgroup), training needs (Learning & Development subgroup) and other groups as needed

All members will be responsible for linking to their senior management teams within their agencies and will take on projects/tasks as appropriate to their role on behalf of the group.

4. STRUCTURE

The Safeguarding Practice Review Subgroup will have two chairs, with any member able to deputise as chair in their absence.

In accordance with Working Together 2018 "all NSSCP member organisations have an obligation to provide The Partnership with reliable resources which will enable it to be strong and effective." This obligation includes financial and other resources such as administrative support.

5. MEMBERSHIP, QUORACY, AUTHORITY

- 5.1. The co-chairs of the sub-group will be members of the NSSCP Leads Group and will automatically attend its meetings in that capacity.
- 5.2. Professional advisers may be co-opted as necessary.
- 5.3. To be quorate all meetings of the sub-group must have at least three members from the three statutory agencies.
- 5.4. The Child Safeguarding Practice Reviews Subgroup is authorised by the Executive of the NSSCP to undertake the activities described in these Terms of Reference.
- 5.5. Members of this group are as follows:
 - Designated Doctor for Safeguarding Children, BNSSG ICB (co-chair)
 - Designated Nurse for safeguarding children, BNSSG ICB
 - NSSCP business manager
 - Named nurse for primary care
 - Head of family support and safeguarding, North Somerset Council (NSC)
 - Head of QA and safeguarding
 - Avon & Somerset Police representative

Other members not expected at every meeting, to attend by invitation:

- Designated nurse for Looked After Children, BNSSG CCG
- Named professional, UHBW (representing acute health provider)
- Named professional, Sirona care & health (representing community health provider)
- Early Help
- Education lead, NSC
- Legal team, NSC
- Other representatives as deemed reasonable (eg nurseries, housing, SWAST)

6. FREQUENCY OF MEETINGS

Meetings will be held within 5 days in response to serious incidents involving children to consider if the incident is notifiable and the first Wednesday of the month.

7. REPORTING AND GOVERNANCE ARRANGEMENTS

Governance and challenge will be provided by the Executive of the NSSCP to support the work of delivering the actions. All sub-group members are responsible for ensuring proactive support and delivery of the Strategic Plan. The Executive will hold all members to account.

- 7.1. Regular scheduled highlight reports from this subgroup to the Executive with meetings planned between the executive and the subgroup chairs for NSSCP.
- 7.2. Principal accountabilities for members
- 7.3. There is an expectation to attend or send a nominated deputy to the Safeguarding Practice Reviews Subgroup when meetings are arranged.
- 7.4. To familiarise themselves with the group's terms of reference
- 7.5. To undertake a commitment to support the group's work plan by carrying out actions in-between meetings, on occasions working with other group partners in short time working groups.
- 7.6. Members are expected to have sufficient authority within their organisation to make decisions in relation to the work of the group

- 7.7. Members act as a conduit between the subgroup and the senior management teams in their own agencies, ensuring areas of concern are brought to immediate attention
- 7.8. The chairs of the Safeguarding Practice Reviews Subgroup will be appointed by the NSSCP Leads Group for a term of three to five years.

8. ORGANISATIONAL PROCESSES

Criteria for a Rapid Review is described in Working Together (2018):

- The child has died or has been seriously harmed AND
- Abuse is known or suspected to be related to the harm
 - *It is important to remember that the purpose of the rapid review is to gather the facts, consider immediate action and potential for improvements, and decide whether to proceed to an LCSPR.*

Serious harm includes (but is not limited to) serious and/or long-term impairment of a child’s mental health or intellectual, emotional, social or behavioural development. It should also cover impairment of physical health. This is not an exhaustive list. When making decisions, judgment should be exercised in cases where impairment is likely to be long-term, even if this is not immediately certain.

Referrals will be received from any partnership agency to the chair(s) via the board coordinator and should indicate:

- Child and family details
- A description of the events of concern
- Which of the above criteria are felt, by the referrer, to have been met

The subgroup will meet to discuss the serious incident and any preliminary additional information available to decide how to proceed. The outcome of this meeting will be a recommendation to the NSSCP exec as follows:

- That a notification is required
- That no review of any type is required
- Multiagency Rapid Review is required.
- CSPR is required.

9. REVIEW OF THE TERMS OF REFERENCE

Terms of reference will be reviewed three yearly or sooner in response to change in guidance

Document title:	Date of revision:	Review due date:
CSPR subgroup TOR	April 2020	April 2021
	March 2023	March 2026