



West Yorkshire Consortium Procedures – June 2010 Update

The updated version of the Safeguarding Children procedures manual is now available on the following websites:

<http://calderdale-scb.org.uk>

<http://www.leedsiscb.org.uk>

<http://www.kirkleessafeguardingchildren.co.uk>

<http://www.proceduresonline.com/westyorkscb>

Summary of the changes

1. **Terminology and definitions:** change in title from Keyworker to Lead Social Worker, and change in definitions of emotional abuse and sexual abuse – due to implementation of the revised *Working Together 2010 (WT 2010)*.
2. **Department for Education:** Any references to the DCSF in procedures will be amended to reflect the new government's change of departmental title (apart from publications where the author is DCSF).
3. **Underlying Policy, Principles and Values (ref. 1.1.2):** Updated revised text (*WT 2010*).
4. **Local Safeguarding Children Board – Role and Function (ref. 2.1.1):** Updated across various sections, eg more information on relationship between the LSCB and Children's Trust Board ("CTB") (including requirement for separate chairs); requirement to appoint 2 lay members and requirement for the LSCB to produce and publish an Annual Report with a copy sent to the CTB (*WT 2010*).
5. **Agency Roles and Responsibilities (ref. 2.1.2):** Updated eg to include infrastructure and governance to deliver safeguarding responsibilities (*WT 2010*).
6. **Referrals (ref. 3.1.1):** Updated to include referrers having opportunity to discuss concerns with a social worker, and referrers should be asked if any information re domestic abuse, mental illness, substance misuse and/or learning difficulties (*WT 2010*).
7. **Initial Assessments (ref. 3.1.2):** Updated with several amendments, eg – timescales now 10 days instead of 7 days; the child should be seen by the lead social worker; and IA is deemed completed once assessment has been discussed with child and family and authorised by the manager (*WT 2010*).



8. **Strategy Discussions (ref. 3.1.3):** Updated to include involving adult services professionals if problems such as domestic abuse, substance misuse or mental illness (*WT 2010*).
9. **S.47 Enquiries and Core Assessments (ref. 3.1.4):** Updated with several amendments, eg references to when child seen alone by the Lead Social Worker (*WT 2010*).
10. **Initial Child Protection Case Conferences (ref. 3.1.5):** Updated with several amendments, eg initial case conference should take place within 15 working days of the strategy discussion, or, where more than one strategy discussion took place, of the strategy discussion at which the s.47 enquiry was initiated. Also, where a child who is the subject of a child protection plan becomes looked after, the CP plan should form part of the care plan (*WT 2010*).
11. **Implementation of the Child Protection Plan (ref. 3.1.7):** Updated with various amendments, eg each core group member has to provide an agency report for review conferences (*WT 2010*).
12. **Child Protection Review Conferences (ref. 3.1.8):** Updated including when discontinuing the child protection plan after the child becomes 18, there should be a review around the child's birthday and it should be planned in advance. Also, each member of the core group to produce a report for the review (*WT 2010*).
13. **Bullying (ref. 5.1.5):** Updated with DCSF definitions of bullying and cyberbullying.
14. **Children Moving Across Boundaries (ref. 5.1.14):** Updated to clarify responsibilities both within and between local authority boundaries.
15. **Domestic Violence (ref. 5.1.17):** Updated to include more guidance, eg assessment of risk and referral.
16. **Complex (Organised or Multiple) Abuse (ref. 5.1.18):** Updated to include links to Home Office/DoH guidance and ACPO guidance on investigations.
17. **Forced Marriages (ref. 5.1.21):** Updated to take account of guidance on applying for Forced Marriage Protection Orders.
18. **Children from Abroad (including Migrant Children and Unaccompanied Asylum Seeking Children):** Updated to include reference and link added to guidance for the UK Border Agency on making arrangements to safeguard and promote the welfare of children.
19. **Safeguarding Children who may have been Trafficked (ref. 5.1.26):** Updated to include reference to new legislation and a link added to the 'tackling trafficking toolkit'. Also reference to the National Referral Mechanism set out in *WT 2010*.
20. **Allegations Against Persons who Work with Children (ref. 6.1.2):** Updated to amend references to PoCA List and List 99, and change to the Independent Safeguarding Authority.



21. **Unexpected Child Death (ref. 9.1):** Updated with various amendments, eg revised definitions, new sections on the duties of coroners and registrars.
22. **Serious Case Reviews (ref. 10.1.1):** Updated and the full text of ch.8 from *WT 2010* is now included. A couple of flowcharts in the appendices have been deleted because of being superseded by the revised ch.8.

Andrew Crabtree
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June 2010