

London Borough of Hillingdon

EDUCATION AND CHILDREN'S SERVICES POLICY OVERVIEW COMMITTEE

2009/10

REVIEW SCOPING REPORT

Proposed review title:

An assessment of current practices regarding safer recruitment within schools and the control the local authority has over safeguarding children in schools in order to identify areas where more robust arrangements might be required.

Aim of Review

To review current arrangements and future plans to support schools in safer recruitment practice and safeguarding children in schools. To identify current measures of monitoring and control by the local authority to ensure the above

Terms of Reference

To review and recommend best practice policies and guidance regarding safeguarding children in schools to the Local Safeguarding Children's Board and the Schools Strategic Partnership Board.

To take account of national and local reviews of cases, and best practice in other local authorities in developing safeguarding policies and procedures.

To develop a work plan based on local priorities.

To ensure that arrangements in place achieve the highest Ofsted rating for both individual schools and the local authority.

Key Tasks

To review the extensive policy and guidance, which is located on Hillingdon Grid and to consider whether the current checklists are helpful and fit for purpose for Head Teachers and Lead Governors.

To review the arrangements for ensuring that staff, who work in extended school arrangements and children's centres comply with best practice.

To consider the approximately 30% of the school's workforce who do not have current up-to-date CRB checks and to ensure that schools in Hillingdon comply with best practice.

To review the safer recruitment training, both for senior leaders in schools and school governors.

To review the arrangements for personnel record keeping in schools and to ensure it complies with best practice.

To consider arrangements for external auditing of personnel files to ensure compliance with safeguarding principles.

To formalise the arrangements, and roles and responsibilities, in relation to how schools obtain advice from the local authority in relation to their safeguarding responsibilities.

To set out in guidance the monitoring arrangements and interventions available to the Director in relation to schools - to ensure compliance with the safeguarding policies and procedures as approved by the Hillingdon Safeguarding Children Board.

To review the guidance to schools in relation to notifying the Safeguarding Board and external regulators of 'safer – workforce' issues in schools, including to Ofsted, the Independent Safeguarding Authority, General Teaching Council and other relevant professional bodies.

Methodology

The Policy Overview Committee is to receive reports, presentations and hear from witnesses.

Documentation

Various policies, guidance, documentation and information exist to support safer recruitment and safeguarding within schools. This information is accessible via the Schools Personnel web pages on the Hillingdongrid and on Hillingdon's corporate web pages:

The Safeguarding Children and Safer Recruitment in Education Guidance *

Safer Recruitment & Selection Policy for Schools

Guidance for Safer Working Practice for Adults working with Children & Young People

What to do if you're worried a child is being abused

Hillingdon Local Safeguarding Children Board Business Plan 2008-11

Hillingdon's Children & Families Trust Arrangements – Governance Structure

LSCB Training Brochure

Hillingdon Safeguarding Children's Board webspace:

<http://www.hillingdon.gov.uk/index.jsp?articleid=15535>

The Safeguarding Children and Safer Recruitment in Education guidance sets out the responsibilities of all local authorities, schools and Further Education (FE) colleges in England to safeguard and promote the welfare of children and young people. It sets out recruitment best practice, some underpinned by legislation, for the school, local authority and FE education sectors. This guidance replaces:

Child Protection: Preventing Unsuitable People from Working with Children and Young Persons in the Education Service;

Criminal Records Bureau: Managing the Demand for Disclosure;

Safeguarding Children in Education;

Safeguarding Children: Safer Recruitment and Selection in Education Settings;

Dealing with Allegations of Abuse against Teachers and Other Staff (Nov 2005)

Proposed Timeframe and Milestone (to be finalised once witnesses agree and dates set)

Meeting Date	Action	Milestone
TBA (Sep 09)	Approve work plan for the review	Work plan agreed
TBA	Witness Session 1 Representative headteachers and governors from Secondary, Primary and Special Schools. Review of national survey relating to ECM outcome 'being safe'	To inform review
TBA	Witness Session 2 Representative for the Director of ECS, Manager of Extended Services, training provider for safer recruitment workshops	To inform review
	Consider potential recommendations.	
	Consider and comment on draft report.	

Please note: the participation of the proposed witnesses is dependent upon their availability