# **Section 11 Self-Assessment 2023/24**

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| **Organisation / Directorate:****Team Name:** |  |
| **Document Completed by (S11 Lead):** |  |
| **Approved by (Exective Lead for Safeguarding within Agency):** |  |
|  |  |

1. **Core Set of Documents to be Submitted 2023-2024**

**1A. All Agencies (excluding HEALTH)**

| **Ref** | **Copy published?** | **Name of Policy/Document/Evidence Required** | **Advice and Guidance** | **Insert copy** | **Current RAG Rating** |
| --- | --- | --- | --- | --- | --- |
| P1 | YES [ ] NO [ ] In Dev [ ]  | Safeguarding Children Policy  | If you are writing a safeguarding Policy for the first time a good place to look for guidance is: [Writing safeguarding policies and procedures | NSPCC Learning](https://learning.nspcc.org.uk/safeguarding-child-protection/writing-a-safeguarding-policy-statement) |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P2 | YES [ ] NO [ ] In Dev [ ]  | Services delivered by a third party - Contract Template: showing safeguarding children requirements and how these should be managed as part of the contract. | This illustrates how safeguarding children requirements are covered when a service has been contracted out to a 3rd party for delivery. It is still your responsibility to make sure that the contractor understands and is meeting the S11 requirements. |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P3 | YES [ ] NO [ ] In Dev [ ]  | Advice to staff on how to escalate concerns | This covers processes such as: making referrals, raising an issue with another agency that is affecting your ability to fulfil your safeguarding responsibilities, implementing the FaST resolution process when a disagreement with another agency has left a child “At Risk” |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P4 | YES [ ] NO [ ] In Dev [ ]  | Advice to staff on how to make a referral when worried about the safety and wellbeing of a child | All staff are aware of where to look for guidance and how and when to make a referral. |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P5 | YES [ ] NO [ ] In Dev [ ]  | Equality and Diversity policy | This can be a policy or statement that shows your commitment to Equality and Diversity within your organisation. As an example please see the Surrey County Coucil EDI statement here[Our commitment to equality, diversity and inclusion - Surrey County Council (surreycc.gov.uk)](https://www.surreycc.gov.uk/council-and-democracy/finance-and-performance/equality-and-diversity/our-commitment-to-equality-diversity-and-inclusion) |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P6 | YES [ ] NO [ ] In Dev [ ]  | Policy (Policies), standards or guidance relating to Child Exploitation, Missing and Hidden Crimes  |  |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P7 | YES [ ] NO [ ] In Dev [ ]   | Recruitment and Selection Policy – incorporating Safer Recruitment practices | To include identifying staff who require DBS checks and how this is done. DBS checks should be rerun on a 3 yearly basis. Staff involved in recruitment have undergone Safer Recruitment training – at least one person on each recruitment panel should be trained in Safer Recruitment. |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P8 | YES [ ] NO [ ] In Dev [ ]  | Safeguarding Training Strategy/Plan | This will illustrate how you are planning and fulfilling your responsibilities to provide staff with the skills, understanding and confidence to carry out their safeguarding responsibilities effectively. |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P9 | YES [ ] NO [ ] In Dev [ ]  | Managing complaints, allegations and whistleblowing – Policy and Procedure | The Organisation should have a named senior manager and deputy who are responsible for managing allegations against people that work or volunteer with children and are aware of the need to refer matters to the Local Authority Designated Officer (LADO) and follow SSCP procedures effectively.All complaints and allegations of abuse are recorded, monitored and available for internal and external audit. |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P10 | YES [ ] NO [ ] In Dev [ ]  | Information Sharing Policy / Procedure or guidance  | Your Policy / procedures or guidance to staff should meet the requirements laid out in[Information sharing: advice for practitioners (publishing.service.gov.uk)](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1062969/Information_sharing_advice_practitioners_safeguarding_services.pdf) |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P11 | YES [ ] NO [ ] In Dev [ ]  | Names and roles of Executive Lead for safeguarding plus any other designated leads for safeguarding in the agency.  | Please insert the names and roles of those members of staff who provide Executive leadership in safeguarding practices and operational leadership to staff. |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P12 | YES [ ] NO [ ] In Dev [ ]  | Staff Induction Training Programme (Safeguarding) | An induction process is in place for all staff and volunteers who have contact with children and will include as a minimum:•Introduction to SSCP’s safeguarding children policies and procedures•How to recognise signs of abuse and neglect and how to make a referral if a child is at risk•Introduction to Thresholds and Levels of Need in Surrey•Challenging decisions in Case Conferences when you disagree with decisions being made•How to respond when a child makes a disclosure of abuse or neglect |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P13 | YES [ ] NO [ ] In Dev [ ]  | Staff Supervision Policy | Staff working with children receive regular management supervision on an individual basis and can access further support when required. There is an annual appraisal process which includes a review of each member of staff’s role in relation to safeguarding responsibilities and their skills, competencies and knowledge around safeguarding children |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |

**1B. Section 11 Required Documents (HEALTH only)**

| **Ref** | **Copy published?** | **Name of Policy/Document/Evidence Required** | **Advice and Guidance** | **Insert copy** | **Current RAG Rating** |
| --- | --- | --- | --- | --- | --- |
| **Dashboard** | YES [ ] NO [ ] In Dev [ ]  | For Health Agencies only: Please include your most recently completed Dashboard. | The Dashboard is completed once every 6 months and submitted to the ICB in December and June. By submitting your most recent version of the Dashboard you will NOT be required to submit any additional evidence under the following:  |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P1 | YES [ ] NO [ ] In Dev [ ]  | Safeguarding Children Policy  | If you are writing a safeguarding Policy for the first time a good place to look for guidance is: [Writing safeguarding policies and procedures | NSPCC Learning](https://learning.nspcc.org.uk/safeguarding-child-protection/writing-a-safeguarding-policy-statement) |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P2 | YES [ ] NO [ ] In Dev [ ]  | Services delivered by a third party - Contract Template: showing safeguarding children requirements and how these should be managed as part of the contract. | This illustrates how safeguarding children requirements are covered when a service has been contracted out to a 3rd party for delivery. It is still your responsibility to make sure that the contractor understands and is meeting the S11 requirements. |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P5 | YES [ ] NO [ ] In Dev [ ]  | Equality and Diversity policy | This can be a policy or statement that shows your commitment to Equality and Diversity within yourorganisation. As an example please see the Surrey County Coucil EDI statement here[Our commitment to equality, diversity and inclusion - Surrey County Council (surreycc.gov.uk)](https://www.surreycc.gov.uk/council-and-democracy/finance-and-performance/equality-and-diversity/our-commitment-to-equality-diversity-and-inclusion) |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P6 | YES [ ] NO [ ] In Dev [ ]  | Policy (Policies), standards or guidance relating to Child Exploitation, Missing and Hidden Crimes |  |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P7 | YES [ ] NO [ ] In Dev [ ]   | Recruitment and Selection Policy – incorporating Safer Recruitment practices | To include identifying staff who require DBS checks and how this is done. DBS checks should be rerun on a 3 yearly basis. Staff involved in recruitment have undergone Safer Recruitment training – at least one person on each recruitment panel should be trained in Safer Recruitment. |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P10 | YES [ ] NO [ ] In Dev [ ]  | Information Sharing Policy / Procedure or guidance  | Your Policy / procedures or guidance to staff should meet the requirements laid out in[Information sharing: advice for practitioners (publishing.service.gov.uk)](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1062969/Information_sharing_advice_practitioners_safeguarding_services.pdf) |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| P14 (**MH services only)** | YES [ ] NO [ ] In Dev [ ]  | **MENTAL HEALTH Services ONLY**Children Visiting Inpatient Services Policy |  |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |

1. **Section 11 Other Documents required for 2023/2024 (All Agencies)**

| **Ref** | **Copy published?** | **Name of Policy/Document/Evidence Required** | **Advice and Guidance** | **Insert copy** | **Current RAG Rating** |
| --- | --- | --- | --- | --- | --- |
| OD1 | YES [ ] NO [ ]  In Dev [ ]  | Shared Learning Plan: for ensuring SSCP Learning is shared with and understood by relevant staff working with Children and families | Senior staff are kept up to date with changes in statutory requirements learning from research. All staff are kept informed of lessons learned in Surrey from all types of practice reviews, audits and examples of good practicePlan to show how Learning arising from both internal and multi-agency reviews, audits, surveys etc is shared with staff within your own agency and the steps taken to ensure that learning is leading to changes in practice. |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| OD2 | YES [ ] NO [ ] In Dev [ ]  | Plan for embedding GCP2 or other Neglect Screening Tool into the work of your agency | This is a priority objective for the SSCP – to ensure that all staff are trained and are using either the GCP2 tool or other (accepted) screening tool to assess and identify Neglect. |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |

1. **Re-evaluating progress against the common themes that emerged from the last S11 Self-Assessment 2020/2021**

**Guide:**

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| **What improvements have been made?** | Not all of the themes below will have been evident within every self-assessment from 2020/2021 but if it was an issue within your self-assessment what actions have you taken to improve it? Even if it was not an issue for your agency last time please tell us how well you are currently meeting the requirement. Practices can change overtime so what is your current assessment of how well you are meeting this standard? |
| **What impact is this having on children and families?** | If you have taken actions to make improvements over the last 2 years, what positive impact do you think this has this had on children and young people? If you have assessed this area as requiring improvement at this time, why is that and what impact is this potentially having on CYP? |
| **What are your current concerns?** | Do you have any current concerns about how well you are meeting this requirement? If so please tell us what these are. |
| **What needs to be done?** | What further actions do you need to take in this area? |

**Re-evaluating progress against the common themes that emerged from the last S11 Self-Assessment 2020/2021**

| **Theme/Issue identified in 2020** | **What improvements have been made?** | **What impact is this having on children and families?** | **What are your current concerns?** | **What needs to be done?** | **Current Rating** |
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| There is a need to acknowledge and arrange **safer recruitment training** for all staff that are involved in recruitment, for roles where staff will work directly with children |  |  |  |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| Ability of staff to **recognise warning signs and risk factors for child exploitation, missing and hidden crimes**  |  |  |  |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| Staff understanding on how to make referrals, needs to be improved. Numbers of staff accessing training on how to make a referral, to be improved |  |  |  |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| Better recording and monitoring of **staff safeguarding training** is required |  |  |  |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| **More training** to be undertaken by staff on **identifying vulnerable children, understanding thresholds,** **escalating concern and managing allegations** |  |  |  |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |
| There is a need to clarify the **safeguarding responsibilities of commissioned services** within Service Level Agreements and Contracts and to develop an approach for checking and monitoring that these responsibilities are being met |  |  |  |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |

1. **How do Children and Families have a say in what you do?**

A final theme identified in the last Section 11 self assessment 2020-2021 related to HOW agencies use feedback from children and families to improve their services. Please provide evidence against the questions below:

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| **Question** | **Response** | **If YES, please provide Evidence of what you do/How this is used** | **If YES, please provide evidence of the Impact this has on Children and Families** |
| Is your agency aware of the **TIME FOR KIDS** principles? | YES [ ] NO [ ]  |  |  |
| Do you seek input from children and families when you are making decisions about the service you are going to provide to them? | YES [ ] NO [ ]  |  |  |
| Do you consider and record evidence of a **Child’s Lived Experience** in the work you do with Children and Families? | YES [ ] NO [ ]  |  |  |

1. **Evaluating your current performance against the SSCP Priorities**

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| **SSCP Priority Area 1: Early Help and Thresholds**We will make sure that there is a shared understanding and agreement regarding thresholds of need and pathways of support and that these are being consistently applied.  |
| **What is working well?*****(what evidence do you have that your staff understand and are working to Surrey’s thresholds and levels of needs?)*** |  |
| **What impact is this having on children and families?*****(e.g. evidence of children and families getting the support they need in a timely way, cases being stepped down, reducing numbers of families returning onto plans etc)*** |  |
| **What concerns do you have?*****(what is NOT working as well as hoped, why is this and what needs to be done?)***  |  |
| **What improvements need to be made?*****(what future actions are you going to take to bring about further improvement?)*** |  |

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| **SSCP Priority Area 2: Child and Adolescent Resilience and Support****As children and young people grow in independence and go into spaces and places away from the family home, they can become vulnerable to risks outside of the home. Emotional and mental health, SEN-D, contextual safeguarding and safeguarding children and adolescents in online spaces are all inter-related and interconnected issues. In response to these issues, the SSCP is seeking to build a joined-up approach that supports child and adolescent resilience.** |
| **What is working well?** ***(what evidence do you have that the work of your team and services is building greater resilience in the children and young people you work with?)*** |  |
| **What impact is this having on children and families? *Do you have a case study you could share to illustrate the impact this is having on a child/family you have worked with?)*** |  |
| **What concerns do you have? *(what is NOT working as well as hoped, what are the barriers holding you back, why is this and what needs to be done?)***  |  |
| **What improvements need to be made?*****(what future actions are you going to take to bring about further improvement and/or tackle these barriers?)*** |  |

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| **SSCP Priority Area 3: Neglect****Improving the quality and timeliness of our practice in relation to neglect****Our aim is to ensure that practitioners in all agencies are supported with the skills, awareness and tools they need to effectively intervene in cases where neglect is a factor. Specifically Partners are aiming to achieve full implementation of an evidence- based tool through the utilisation of the GCP2 toolkit or Neglect Screening tool .** |
| **What is working well?*****(in particular how well are practitioners using the GCP2 tool or Neglect Screening Tool)*** |  |
| **What impact is this having on children and families?*****(what evidence do you have to show that Neglect is being identified quickly and support provided when neglect has been identified?)*** |  |
| **What concerns do you have?*****(what is NOT working as well as hoped, what are the barriers holding you back, why is this and what needs to be done?)***  |  |
| **What improvements need to be made?*****(what future actions are you going to take to bring about further improvement and/or tackle these barriers?)*** |  |

1. **Let’s Celebrate Success!**

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| **Case Example (s) of Good Safeguarding Practice (s) within your agency:** *this is an opportunity for your agency to highlight through some particularly good safeguarding practice from your agency’s area of work.* |
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**Before submission to the SSCP at the end of the year please insert here a copy of your current Safeguarding Action Plan.**

**Completed report to be sent to** **partnership.team@surreycc.gov.uk**

**Appendix A: Specific Single Agency Issues identified in 2020/2021**

**For Children’s Services Only:**

| **Theme/Issue in 2020** | **What Improvements have been made?** | **What impact is this having on children and families?** | **What are your current concerns?** | **What needs to be done?** | **Current Rating** |
| --- | --- | --- | --- | --- | --- |
| There is a need to improve communications between education providers and Children’s Services when children are removed from school (transferring areas or education providers, EHE etc) |  |  |  |  | Fully Met [ ] Partially Met [ ] Unmet [ ]  |