



## **Procedure for identifying and reviewing Serious Child Safeguarding Cases in Brent**

<b>Approved by</b>	<b>Brent Safeguarding Partners</b>
<b>Approval date</b>	<b>19 September 2019</b>
<b>Implementation</b>	<b>21 September 2019</b>

## 1. Purpose of child safeguarding practice reviews

- 1.1. The purpose of reviews of serious child safeguarding cases, at both local and national level, is to identify improvements to be made to safeguard and promote the welfare of children. Learning is relevant locally, but it has a wider importance for all practitioners working with children and families and for the government and policy-makers.
- 1.2. [Working Together 2018](#) sets out the legislative and statutory framework for reviewing serious child safeguarding cases.
- 1.3. The responsibility for how the system learns the lessons from serious child safeguarding incidents lies;
  - at a national level with the Child Safeguarding Practice Review Panel and
  - at local level with the Brent Safeguarding Partners
- 1.4. The Brent Safeguarding Partners have made arrangements to identify and review serious child safeguarding cases which, in their view, raise issues of importance in relation to their area. They must commission and oversee the review of those cases, where they consider it appropriate for a review to be undertaken.
- 1.5. The Case Review Group (chaired by the Independent Convener) is the key mechanism agreed by the Brent Safeguarding Partners that will carry out rapid reviews and local child safeguarding practice reviews.
- 1.6. The Case Review Group will report their findings to the Brent Safeguarding Partners for ratification and approval.

## 2. Identifying a serious child safeguarding incident and notifying the Child Safeguarding Practice Review Panel

- 2.1. The local authority (Brent Council) must notify the Child Safeguarding Practice Review Panel of any serious event that meets the criteria set out in Working Together 2018 within **5 working days** of becoming aware the incident has occurred
- 2.2. The notification criteria set out in Working Together (2018) is;
  - *abuse or neglect of a child is known or suspected; **and***
  - *the child has died or been seriously harmed.*
- 2.3. The [Child Safeguarding Practice Review Panel: practice guidance \(April 2018\)](#) also states that;

*'...Notifications must always be made if abuse or neglect is a cause of, or a contributory factor to, the serious incident, or where it is suspected.*

*The exception to this is the local authority must notify the Secretary of State and Ofsted where a looked after child has died, whether or not abuse or neglect is known or suspected...'*
- 2.4. The definition of abuse provided by Working Together 2018 is

*'A form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others. Abuse can take place wholly online, or technology may be used to facilitate offline abuse. Children may be abused by an adult or adults, or another child or children.'*

- 2.5. Any serious incident which Brent Council considers may meet the criteria noted in paragraph 2.2 will be shared and discussed with the Safeguarding Forum Independent Convener (Chair of the Brent Case Review Group) **before** any notification is made.
- 2.6. The Safeguarding Forum Independent Convener may advise on any considerations to make a notification.
- 2.7. The Strategic Partnerships Lead – Safeguarding Children will also be informed before any notifications are made. (In the absence of the Strategic Partnerships Lead - Safeguarding Children, this will be undertaken by the Strategic Partnerships Manager.)
- 2.8. Where it has been determined that the case meets the criteria to make a notification to the Child Safeguarding Practice Review Panel;
- The Strategic Director, Children and Young People will inform the Brent Safeguarding Partners of the incident and that a notification will be made to the Child Safeguarding Practice Review Panel (within 5 working days).  
(In the absence of the Strategic Director, this will be undertaken by an Operational Director, Children and Young People.)
  - The Head of Safeguarding and Quality Assurance, Children and Young People will make a notification to the Child Safeguarding Practice Review Panel via the [Child Safeguarding Online Notification Form](#).<sup>1</sup>  
(In the absence of the Head of Safeguarding and Quality Assurance, this will be undertaken by an Operational Director, Children and Young People.)
  - The Head of Safeguarding and Quality Assurance, Children and Young People will provide details of the notification and the serious safeguarding case to the Safeguarding Forum Independent Convener and Strategic Partnerships Lead – Safeguarding Children.  
(In the absence of the Head of Safeguarding and Quality Assurance, this will be undertaken by an Operational Director, Children and Young People.)
  - The Safeguarding Forum Independent Convener and Strategic Partnerships Lead - Safeguarding Children will arrange for a Rapid Review of the case to be conducted.
  - The Strategic Partnerships Lead – Safeguarding Children, will notify the Metropolitan Police NW BCU Commander and the Specialist Crime Review Group (SCRG) who will participate in the Rapid Review.
- 2.9. Following submission of the notification, the Child Safeguarding Practice Review Panel Secretariat will contact the Brent Safeguarding Partners via the Strategic Partnerships Lead - Safeguarding Children with instructions to conduct a rapid review of the case within **15 working days**.<sup>2</sup>

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<sup>1</sup> Online notifications to the Panel will be shared with Ofsted (to inform its inspection and regulatory activity) and with DfE to enable it to carry out its functions.

<sup>2</sup> A submission date for the Rapid Review will also be confirmed by the Child Safeguarding Practice Review Panel Secretariat

### 3. Rapid Reviews

- 3.1. The Brent Case Review Group led by the Safeguarding Forum Independent Convener will conduct the Rapid Reviews of all serious safeguarding cases.
- 3.2. The Safeguarding Forum Independent Convener will invite relevant agencies and other individuals with detailed knowledge of the case to participate in the Rapid Review.
- 3.3. Rapid Reviews will focus on the multi-agency working between agencies **before** the serious incident occurred and must include considerations whether the case meets the criteria set out in Working Together 2018 for a local child safeguarding practice review.
- 3.4. The Brent Case Review Group will complete a record of the Rapid Review which must include;
  - relevant identifying details of the child and family
  - a concise summary of the facts, so far as they can be ascertained, about the serious incident and relevant context
  - immediate safeguarding arrangements of any children involved.
  - which agencies have been involved in the rapid review, explaining any agency omission whose involvement would be usually expected and who has been involved in the decision-making process
  - a clear decision as to whether the criteria for a local child safeguarding practice review have been met and on what grounds, and if not, why not.<sup>3</sup>
  - a recommendation on whether or not a national review would be considered necessary, and if so, why
  - any immediate learning already established and plans for dissemination and potential for additional learning (if the decision is not to proceed with a local child safeguarding practice review; a summary of why it is thought there is no further learning to be gained)
- 3.5. The Safeguarding Forum Independent Convener will share the completed record of the Rapid Review with the Brent Safeguarding Partners.
- 3.6. The Brent Safeguarding Partners will ratify and approve the record of the Rapid Review and make a decision whether or not to conduct a local child safeguarding practice review.
- 3.7. The Strategic Partnerships Lead - Safeguarding Children will submit the approved Rapid Review record to the Child Safeguarding Practice Review Panel securely [NationalReviewPanel@education.gov.uk](mailto:NationalReviewPanel@education.gov.uk).

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<sup>3</sup> ...Meeting the criteria does not mean that safeguarding partners must automatically carry out a local child safeguarding practice review. It is for them to determine whether a review is appropriate, taking into account that the overall purpose of a review is to identify improvements to practice. Issues might appear to be the same in some child safeguarding cases but reasons for actions and behaviours may be different and so there may be different learning to be gained from similar cases. Decisions on whether to undertake reviews should be made transparently and the rationale communicated appropriately, including to families... **Working Together 2018**

## 4. Local Child Safeguarding Practice Reviews

- 4.1. The Strategic Partnerships Lead – Safeguarding Children will inform the Child Safeguarding Practice Review Panel, Ofsted and DfE, once the Brent Safeguarding Partners have agreed that a local child safeguarding practice review will be undertaken.
- 4.2. The Case Review Group will commission and supervise the reviewers for the local reviews on behalf of the Brent Safeguarding Partners.
- 4.3. The Case Review Group will agree with the reviewer(s) the method by which the review will be conducted.
- 4.4. The Case Review Group will supervise the review to ensure that the reviewer is making satisfactory progress and that the review is of satisfactory quality.
- 4.5. The Brent Safeguarding Partners may request information from the reviewer during the review to enable them to assess progress and quality; any such requests must be made in writing.
- 4.6. The Brent Safeguarding Partners will approve and agree to publish the final report (or an improvement plan where more appropriate) on the Safeguarding in Brent independent website **within 6 months** from the date to initiate a review.
- 4.7. The Strategic Partnerships Lead -Safeguarding Children will send a copy of the full report to the Child Safeguarding Practice Review Panel and to the Secretary of State no later than **seven working days** before the date of publication.
- 4.8. Where other proceedings may have an impact on or delay publication, for example an ongoing criminal investigation, inquest or future prosecution, the Brent Safeguarding Partners will inform the Child Safeguarding Practice Review Panel and the Secretary of State of the reasons for the delay.
- 4.9. Where the Brent Safeguarding Partners decide not to publish either the full report or information relating to improvements, the justification for this decision will be set out for the Child Safeguarding Practice Review Panel and the Secretary of State for comment.
- 4.10. All published reports will remain published on the website for one year, after this time the reports will be available on request.

## 5. Actions in response to local and national reviews

- 5.1. The Brent Safeguarding Partners will take account of the findings from all Brent reviews and national reviews, with a view to considering how identified improvements should be implemented locally.
- 5.2. The Brent Case Review Group will highlight findings from reviews with relevant parties locally and will regularly monitor progress on the implementation of recommended improvements, so that the findings from these reviews make a real impact on improving outcomes for children

## 6. References

[Working Together 2018 Chapter Four](#)

[Child Safeguarding Practice Review Panel: practice guidance \(April 2018\)](#)

## Brent Serious Child Safeguarding Practice Reviews

