



## Learning and Improvement Panel

Approved by P&P sub	Date	Authors	Issue Reason	Revision Date
	15.4.2014	UH	New policy	15.4.16

### Introduction

Working Together to Safeguard Children (2013) requires all LSCBs to maintain a Local Learning and Improvement Framework. The framework should collate the findings and lessons from the full range of case reviews (from Statutory Serious Case Reviews and Child Death Reviews, to case reviews below the thresholds of a Serious Case Review), audits and practitioner forums.

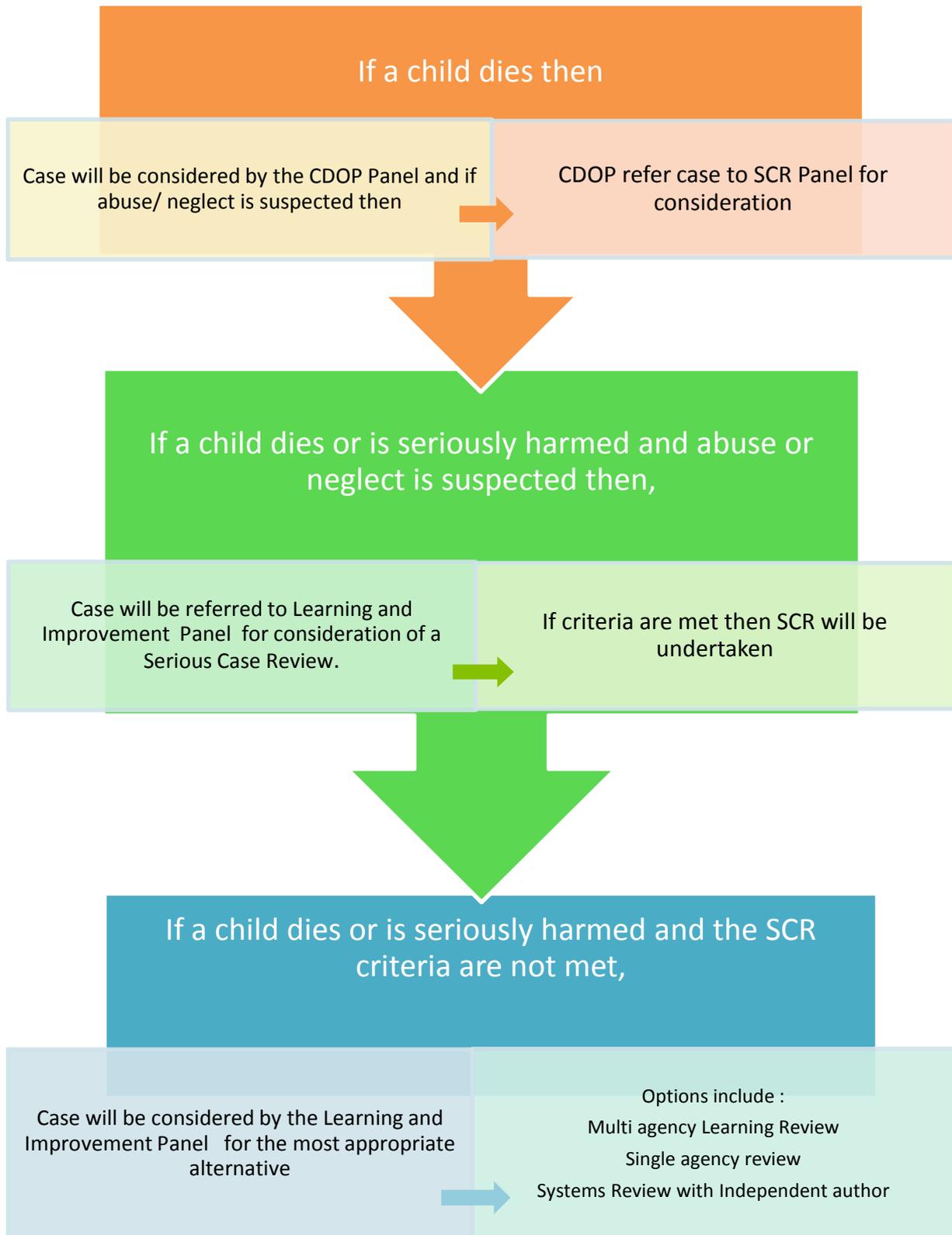
The framework should enable the Stockport Safeguarding Children Board (SSCB), their partner organisations and local partnership bodies to be clear about what needs to be learnt, where services and practice require improvement, and how any programme of action will lead to sustainable improvements. Reviews of individual cases, or an audit on a number of cases, can also be selected for the 'good' outcomes, to help identify learning, disseminate the learning and embed into practice the characteristics of practice that lead to good outcomes for children and their families.

[http://greatermanchesterscb.proceduresonline.com/chapters/p\\_learn\\_imp\\_frame.html](http://greatermanchesterscb.proceduresonline.com/chapters/p_learn_imp_frame.html)

This policy sets out the specific arrangements for SSCB and, in particular, outlines the Learning and Improvement Case Panel which has been introduced to achieve consistency in decision making around case reviews.

The diagram below sets out the different processes which are in place when death occurs or serious harm is caused to a child. The processes surrounding the practice in the Learning and Improvement Standing Panel are set out further down this paper.

## REVIEW PROCESSES



## **The Learning and Improvement Standing Panel**

### **Purpose**

The purpose of the Learning and Improvement Panel is to consider referrals that are made from agencies, and to consider a timely and proportionate response to practice which could be improved. The panel will consider whether the concerns in the case are such that a Multi-Agency Learning Review should be held to consider issues in practice and whether there is new learning to be achieved.

The Panel will strive to identify good practice which has been evidenced through any review. The Panel will also be pleased to receive examples of good practice, particularly where there has been creative or innovative practice which would contribute to collective learning.

### **Frequency**

The Panel will be held bi-monthly on dates that will be scheduled in advance.

### **Chair arrangements**

Where a case is likely to meet the criteria for a Serious Case Review, the Panel will be chaired by the Service Director, Children's Safeguarding and Prevention, and this panel will be extended to become a Serious Case Review Consideration Panel.

Where there are concerns about practice but the criteria does not, on initial review, appear to meet SCR criteria, the Panel will be chaired by the Head of Safeguarding. This Panel may recommend that a Serious Case Review consideration panel is held.

### **Panel representation**

The Learning and Improvement Panel consists of representatives from:

- Safeguarding Children Unit
- Children Social Care
- Police
- Education
- Health
- Representatives from other agencies will be invited to attend to present their referred cases, or to provide some specialist advice about an issue as appropriate.

The attached flow chart demonstrates the progress through either Serious Case Review or Multi Agency Learning Review.

# Learning and Improvement Panel

Incident – serious incident which may meet criteria.

Refer to Head of Safeguarding on Referral Form A with summary and family details by agency raising the concern. Details circulated to Panel.

## **Learning and Improvement Panel meeting –**

Head of Safeguarding to chair.

Panel members will consider the information and consider the options, i.e. -

Is the criteria met for SCR consideration?

Is a Multi-Agency Learning Review appropriate?

(If SCR looks likely from the outset the meeting will be chaired by Service Director as a SCR consideration meeting)

### **Serious Case Review (or equivalent).**

Independent review commissioned.

SCR Panel agreed.

Methodology of review, timescales, terms of reference, interviews etc. To be agreed by SCR Panel.

Review conducted in timeframe and signed off by SSCB in due course.

Publication issues considered.

### **Multi-Agency Learning Review**

Date for review set. Chair nominated.

Initial terms of reference timescales set by Panel.  
Agency checks undertaken

Contributing agencies asked to nominate rep and review their case information, prepare chronologies and come to meeting prepared for open case discussion.

Multi-Agency Review Panel meeting findings and recommendations for action agreed by MALR Panel.

Review report or case summary prepared.

Multi-agency action plans circulated to partner agencies.

Implementation Sub for dissemination of learning

Audit and Monitoring Sub – monitor action plans. Report to QA Sub and SSCB

Training Sub - for dissemination of learning

## **Referrals**

If the Criteria for Serious Case Review appear likely to be met, the Head of Safeguarding will request that Agency reports are prepared so that a full Serious Case Review Panel can be conducted.

On conclusion of the Panel, the Service Director for Safeguarding and Prevention will make a recommendation to the Independent Chair of Stockport Safeguarding Children Board as to whether the criteria for Serious Case Review is met and a Serious Case review is required.

In some circumstances where a child has not died but there are lessons to be learned, the Panel will consider recommending that a review in another form is held. The Independent Chair will scrutinise the review panel information and the Independent Chair makes the final decision. There is a range of methodologies which can be considered to include systems reviews, root cause analysis and appreciative inquiry.

The format of the review will be dependent on the methodology chosen by the Learning and Improvement Panel and endorsed by the Independent Chair. An independent author and/or chair may be commissioned to lead the review.

The Independent Chair will inform Ofsted and the SCR National Panel about the decision to hold a SCR. A decision not to hold a SCR will be subject to scrutiny by the National Panel and the initial decision may be overturned.

The SSCB is not obliged to publish such a review but may choose to do so in the spirit of transparency and openness.

## **Multi-Agency Learning Reviews**

The Learning and Improvement Panel may choose to conduct a Multi-Agency Learning Review. (MALR)

It is intended that Multi Agency Learning Reviews will operate differently from Serious Case Reviews, and will sit under the higher level processes. Multi-Agency Learning Reviews should be conducted speedily and cost effectively, efficiently harnessing the high level of willingness of professionals to learn. Cases will be identified where there is **significant** learning to be gained across the multi- agency network. It is intended that weaknesses or gaps in the safeguarding system can be identified through this process, and improvements to practice made quickly.

Practitioners and managers should keep an open mind in relation to cases where significant learning could be achieved on a multi-agency basis. This process is in addition to any single agency audits or reviews that may take place on individual cases.

Cases should be considered where the Safeguarding Lead for the Agency considers that a multi-agency review would promote learning for the multi-agency network. This would include examples of good practice as well as areas for development. There may also be the added benefit that practitioners who have been involved can have the opportunity to have a voice in

the review to enable them to make sense/analyse their experience of working with the family (whether it be positive or negative) making it a more restorative process.

Examples of cases to consider;

- Cases where there was a 'near miss'.
- Cases where an episode of poor practice did not have a good outcome for a child or family.
- Difficult to manage/complex cases which did have a positive outcome with good multi-agency work in evidence.

**Significant** learning should be identified for every case referred.

### **Process for Multi-Agency Learning Review**

Any agency may refer into the Head of Safeguarding so that it may be considered at the Learning and Improvement Panel. The representative making a referral must use Learning and Improvement Panel Referral Form ( see below) so that accurate family details are recorded.

Following the panel, all agencies checks will be completed. Agencies are required to advise the Panel if they have any involvement with the case or not. Agencies who are involved will be asked to complete a chronology in preparation for the review. The dates for review, chronology template, and terms of reference will be circulated by the SSCB administrator to give time for this preparation.

Agency chronologies will be combined to be used as the skeleton of the review.

Multi-Agency Learning Reviews will generally be conducted in one or two meetings. The Multi-Agency Learning Review Panel will agree the key findings from the review and make recommendations about practice that needs to change and how this should be done.

SSCB Performance and Development Manager will circulate the Action Plans to all relevant agencies and their progress with actions will be monitored through the Audit and Monitoring Sub Group. Progress will be reported to the Quality Assurance and Performance Sub Group who will notify SSCB through exception and highlight reports.

The findings of the MALR will be reported to the SSCB for information and to ensure that each agency is aware of the recommendations and what is expected from them. Agency representatives on the Implementation Sub and Training Sub and any other relevant sub groups will be expected to take forward the learning through their own agencies and training programmes.

It is not intended that MALR's will be published or that families will be invited to take part in the reviews as they are lower level examinations of practice to support quality assurance and learning.

## Learning and Improvement Case Review Panel Request Referral Form

*This form is the property of Stockport Safeguarding Children Board and is confidential. Its contents may only be shared with appropriate representatives of the Case Review Panel / CDOP.*

### **IMPORTANT INFORMATION (Please Read)**

This referral form is used to notify to Head of Safeguarding that a Multi-Agency Learning Review is requested. The referral will go to the Learning and Improvement Panel which meets bi-monthly. The Panel will consider the details and decide at what level a review should be held, and arrangements will be put in place for that review. This will involve a check against other agency records so all agencies which need to be involved are invited to take part in the review.

In some circumstances a Serious Case Review panel will be convened if the criteria are met.

At this stage the reason for your request for a review should be highlighted.

### **Child's Details**

<b>Full Name of Child</b>			
<b>Also Known As</b>			
<b>Date of Birth</b>		<b>Date &amp; time of death / Critical Incident if applicable</b>	
<b>Address</b>			
<b>Current Location of Child</b>			

### **Referral details**

<b>Date of referral</b>				<b>Name of referrer</b>		
<b>Notified to OFSTED?</b>	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/> <b>Not known by Agency</b>	
<b>Agency</b>						
<b>Address</b>						
<b>Tel Number</b>						
<b>Email</b>						

### A. Child's Details

<b>Sex</b>	<input type="checkbox"/>	Male	<input type="checkbox"/>	Female	<b>Age</b>		
<b>Ethnic group</b>	<input type="checkbox"/>	<b>White:</b>	<input type="checkbox"/>	British	<input type="checkbox"/>	Gypsy/Roma	
			<input type="checkbox"/>	Irish	<input type="checkbox"/>	Traveller of Irish Heritage	
			<input type="checkbox"/>	Any Other White background			
	<input type="checkbox"/>	<b>Mixed:</b>	<input type="checkbox"/>	White & Black Caribbean	<input type="checkbox"/>	Any other mixed	
			<input type="checkbox"/>	White & Black African	<input type="checkbox"/>	White & Asian	
	<input type="checkbox"/>	<b>Asian or Asian British:</b>	<input type="checkbox"/>	Indian	<input type="checkbox"/>	Any other Asian	
			<input type="checkbox"/>	Pakistani	<input type="checkbox"/>	Bangladeshi	
	<input type="checkbox"/>	<b>Black or Black British:</b>	<input type="checkbox"/>	Caribbean	<input type="checkbox"/>	Any other black background	
			<input type="checkbox"/>	African			
	<input type="checkbox"/>	<b>Chinese / ethnic group:</b>	<input type="checkbox"/>	Chinese	<input type="checkbox"/>	Any other, specify	
	<input type="checkbox"/>	<b>Not known by Agency</b>	<b>Immigration Status</b>	<input type="checkbox"/>	Asylum seeker	<input type="checkbox"/>	Exceptional leave to remain
				<input type="checkbox"/>	Refugee status	<input type="checkbox"/>	<b>Not known by Agency</b>

### B. Other Significant Family & Household Members

Full Name	DOB	Relationship	Full Address

### C. Details of the death / critical incident:

<b>Type of Incident:</b>	<b>Critical Incident or inter-agency concerns</b> <input type="checkbox"/>	<b>Death</b> <input type="checkbox"/>
<b>Summary of Event:</b>	Please provide a narrative account of the event.	

<b>Conclusion of Learning and Improvement Panel Date</b> _____
<p>Decision :</p> <p>Issues for this review are</p> <p>The terms of reference scope should include the following:</p> <p>The period under review is _____.</p> <p>Chronologies will be required from agencies to cover those dates.</p> <p>Chair of review:</p> <p>1<sup>st</sup> meeting:</p> <p>2<sup>nd</sup> meeting:</p>