

## **Child Protection and Safeguarding Committee**

**Thursday 22 September 2016**

**Conference Room 1, Education Authority (Antrim)**

**9.30 am**

**Present** Mrs N Lappin (Chairperson), Mr D Cargo, Mrs P Carville, Mr R Pollock, Mrs M Culbert

**In Attendance** Dr C Mangan, Miss N Topping, Mrs P Woods

**Apologies** Ms Á Andrews, Ms S O'Connor

The Chair welcomed members to the meeting of the Education Authority's Child Protection and Safeguarding Committee.

### **1 Declarations of Interest**

The Chair reminded members of the requirement to declare interests during the course of the meeting. Mrs Culbert declared an interest in item 8.

### **2 Minutes of Child Protection and Safeguarding Committee Meeting held on Thursday 23 June 2016**

On the proposal of Mrs Carville, seconded by Mr Pollock, the minutes of the meeting held on 22 June 2016 were agreed as a correct record.

### **3 Matters Arising from the Minutes**

#### **3.1 LAC Champion**

Mrs Woods updated members advising that the appointment of the LAC Champion had taken place with the appointee beginning work on 5 September 2016.

Dr Mangan also advised members that she had written to Caroline Gillan (DE) regarding the issue of Health and Education departmental collaboration in relation to policy in this area but was still awaiting a response.

### **4 Chairperson's Business**

The Chair asked to go into committee to discuss a safeguarding issue. On the proposal of Mrs Culbert, seconded by Mrs Carville, it was agreed to go into committee.

On the proposal of Mrs Carville, seconded by Mr Pollock, the committee agreed to come out of committee.

## 5 Case Management Review Process

Members received a document relating to the Case Management Review (CMR) process. This was circulated with the caveat that it may be subject to change as a consequence of the review of the Safeguarding Board for Northern Ireland (SBNI) and the subsequent recommendations emanating from that review report.

Mrs Woods tabled a paper which outlined the CMR process. Members sought and were provided with clarification on the details of this process. Particular emphasis focused on the timelines of CMRs as currently outlined by the SBNI.

Members noted that there was a need for an Education Authority response to CMRs to be appropriate and timely, with identified actions for the Education Authority to be responded to immediately.

Mrs Woods provided members with information on Chronolator software. This programme assists staff involved in CMRs to complete a case chronology; to date, six staff have been trained across the Education Authority.

Further to detailed discussion, it was agreed that reporting to committee at the following stages in the CMR process would be important:

- formal notification of a CMR;
- completion of the Individual Agency Report (IAR);
- factual accuracy check;
- recommendations/actions.

Officers agreed that this would inform future reporting to the committee on this aspect of work.

## 6 Case Management Review Audit within Education Authority

Since the establishment of the SBNI, two current CMRs have been completed which involved the Education Authority.

CMR **Corey** – Mrs Woods shared contextual information and actions required by the Education Authority based on the action planning process.

CMR **Phoenix** – Miss Topping outlined context of this case, advising that this case was not at the action planning stage.

Education Authority officers are working with SBNI regarding both of these cases. It was noted by members that both these cases were Looked After Children.

## 7 Review of the Safeguarding Board for NI

Miss Topping outlined the background to this report and the issues that have been identified for the SBNI. There were also three recommendations which related to member organisations, including the Education Authority - these were noted and discussed by members.

## 8 De La Salle Investigation Report Recommendations

*Mrs Culbert left the meeting while this item was considered.*

Dr Mangan emphasised that the only recommendation which would be considered by this committee related to Recommendation 14B. Mrs Woods outlined the process from initial enquiry to Child Protection Service for Schools (CPSS) advice giving and actions. The need for clear communication and protocols was emphasised by members as services, including human resources and child protection could be involved with the same school.

The following were also noted as action points:

- 1 Provide further information to committee regarding Recommendation 14B.
- 2 Reinforce child protection accountability in relation to newly appointed principals.
- 3 Reinforce child protection governance and accountability issues for newly appointed Boards of Governors.

*Mrs Culbert returned to the meeting.*

## 9 Any Other Notified Business

There was no other notified business.

## 10 Date of Next Meeting

A date for the next meeting to be confirmed for early December.

The meeting ended at 11.55 am.

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**Chairperson**

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**Date**