



HYCPSP

Safeguarding Education Sub Group

TERMS OF REFERENCE

1. Purpose

To ensure that all children and young people aged between 0 and 19 within any educational or training setting, including universal childcare remain safe.

The group will ensure engagement with schools designated safeguarding leads and support training, development and scrutiny (e.g. s175 audits) and intelligence reporting on emerging themes and trends within schools. This will also include 6th Form and FE Colleges.

2. Membership

This group will be chaired by the Safeguarding Children in Education (SCIE) Officer, Halton Borough Council.

A Deputy Chair will be identified and fulfil the role of the Chair in the Chair's absence.

Membership will include representatives from:

- HBC, Education Officers
- School/Academy Safeguarding Leads
- Halton Association of Primary School Heads (HAPH)
- Halton Association of Secondary Heads (HASH)
- Independent Schools
- Special Schools
- Riverside/Cronton Colleges
- Alternative Training Providers

Other representatives may be co-opted as required.

3. Key Responsibilities

- Ensuring that all education, childcare and training providers for children and young people aged 0-19 and the education related services that

support children outside of these settings have suitable policies and procedures in place to safeguard a child's wellbeing.

- Ensuring good communication and awareness amongst education, child care and training professionals of Halton's policies and practices. Including Pan-Cheshire tri.x Safeguarding policies and procedures maintained.
- Taking forward practices set out by the Halton Children and Young People Safeguarding Partnership (HCYPSP) at local level and ensuring that they are being implemented in all relevant settings.
- Promoting National policies and cross agency child protection issues to promote awareness for all professionals in areas represented.
- Working co-operatively with other agencies to establish and carry forward good practice and identifying areas of commonality to ensure the effective use of resources where possible.
- Overseeing the regular audit and monitoring aspects of safeguarding, to deliver single agency training and advice as appropriate and to keep records of training undertaken.
- Carrying out an annual audit of safeguarding issues within education, child care and learning settings (under Sections 175 and 157 of the Education Act 2002) in order to target provision aid policy-decisions and ensure settings are aware of changes within safeguarding.
- Acting as a conduit to service providers and the HCYPSP by undertaking work requested by the Contextual Safeguarding Strategic Group (CSSG) and/or Contextual Safeguarding Operational Group (CSOG) relating to safeguarding issues and reporting back progress made and any barriers incurred.
- Implementing our duty under sections 175 and 157 of the Education Act 2002 - 'Duties of LAs and Governing Bodies in relation to welfare of children' by ensuring arrangements are in place to safeguard and promote the welfare of children in educational settings and using these duties as a bench mark for agencies providing education and training for children and which are not covered by the Act.

5. Frequency of Meetings

Every three months - agendas and supporting papers will be circulated 5 days before the meeting.

6. Attendance/Substitutes

All members should endeavour to attend all meetings, apologies should be sent to the Chair in advance of the meeting.

Named alternates from each organisation should be kept appropriately briefed and carry suitable authority to participate in the business of the meeting, including making decisions that is able to attend meetings in place of the main representative where necessary.

All members will prepare for meetings by reading through agenda and supporting papers and preparing written reports as appropriate. Members of the Sub Group will be responsible for ensuring:

- Their own agencies are informed of, and fully involved in, the work of the Sub Group;
- Information is disseminated within own sector/agency/department/team and other partners as relevant;
- Active participation in agenda and discussion, bringing issues to and from their own area of responsibility;
- They liaise and work with senior managers in their own sector/agency/areas of responsibility to ensure ownership of Sub Group agenda
- Actions are undertaken as agreed by the appropriate meeting date;
- If a member cannot attend, their representative will provide an update on their actions.

If a nominated member of the Sub Group is unable to attend, then a representative should attend in their place. The nominated member should inform the Multi-agency Safeguarding Unit and ensure that their designated representative has been briefed and provided with the relevant papers.

Accountability

This group will report to the SSG and/or CSSG, the Chair will attend the CSSG and/or CSOG when required.

Month/Year Approved: June 2019