

# *Shetland Child Protection Committee*

*Safeguarding Children and Young People in Shetland*

## **ANNUAL REPORT 2012-2013**



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## **Executive Summary**

Shetland Child Protection Committee's Annual Report is introduced by the Chief Officers (Chief Executive of NHS Shetland, Chief Executive of Shetland Islands Council, Chief Inspector, Shetland Area Command, Northern Constabulary, (Police Scotland from April 2013) representing the Chief Constable) and the Chair of the Child Protection Committee. They all recognise the importance of work undertaken in Shetland to effectively protect children and young people and their own roles in providing leadership and support.

During 2012/13 work has concentrated on the Business Plan developed as a response to the Care Inspectorate's recommendations in their report into child protection services in Shetland that was published in January 2012.

In summary, Shetland Child Protection Committee has achieved the following in 2012/13:

- A better focus on self-evaluation and quality assurance by conducting case reviews, sharing good practice and agreeing an overarching policy on self-evaluation.
- Providing comprehensive good quality training, including training about the safe use of the internet.
- Improving publicity about child protection.
- Improved information available on the Child Protection Committee's website ([www.childprotectionsketland.com](http://www.childprotectionsketland.com)) – particularly for community groups.
- Updated inter-agency procedures issued in August 2012.
- More streamlined strategic planning – linking more effectively with Shetland Community Planning Partnership and Children's Services' planning.

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## **Introduction by Chief Officers and Child Protection Committee Chair**

We are pleased to introduce the 2012/13 Annual Report for Shetland Child Protection Committee. Throughout 2012/13 work has continued on the Business Plan that was developed in response to the inspection of services to protect children by the Care Inspectorate, whose report was published in January 2012.

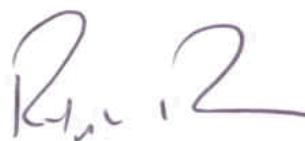
A priority for Chief Officers in 2012/13 has been to improve leadership, challenge, scrutiny and support to Shetland Child Protection Committee and staff in all agencies who are involved in the day to day work of responding to child protection concerns. We feel that we have, through the Chief Officer meetings, improved the work that we do to support CPC and this remains a priority. Additionally we are building links with adult protection and the management of sex offenders through Multi Agency Public Protection Arrangements to move forward on the public protection agenda for Shetland.

The 2012 inspection report and the Child Protection Committee's own case reviews, completed in June 2012 and February 2013, show that staff in Shetland respond quickly and appropriately to child protection referrals. We appreciate that child protection work is one of the greatest challenges that staff from any agency face and we would like to record our thanks for and appreciation of all the work that people do to ensure the safety and welfare of the children and young people in Shetland.

Signed:



Chair  
Shetland Child Protection Committee  
(on behalf of CPC members as listed in [Appendix 2](#))



Chief Executive, NHS Shetland



Chief Executive, Shetland Islands Council



Shetland Area Commander  
Police Scotland

## **Vision, Values and Aims**

In 2012 Shetland Community Planning Partnership became the strategic body with overall responsibility for the implementation in Shetland of the Scottish Government's Single Outcome Agreement. There is a clear vision for all children and young people in Shetland and the single outcome agreement states:-

“Our young people are successful learners, confident individuals, effective contributors and responsible citizens  
We have improved the life chances for children, young people and families at risk”

Additionally the following statement has been made by the Partnership:

“The Shetland Partnership is committed to the wellbeing of children and works to ensure that staff across services recognise when children are in need of protection. Children are helped to be kept safe by the very prompt and decisive action taken by staff. Overall, children at risk or who have experienced abuse and neglect benefit from care and support allowing them to be safe, healthy and have their emotional needs met. Vulnerable children and families benefit from trusting relationships with staff across services.”

In future, Community Planning Partnerships will be notified by the Scottish Care Inspectorate of forthcoming children's services' inspections. An opportunity was taken in February 2013, when link inspectors from the Scottish Care Inspectorate were in Shetland, to brief members of the Partnership about this change.

The Single Outcome Agreement provides a framework for children's services' planning. Shetland Child Protection Committee's Business Plan sits as part of the wider Children's Services' Plan assuring a focus on those children and young people who may be at risk of significant harm. The following statement is taken from Shetland's Integrated Children and Young People's Services' Plan, 2011-14:

### **“Our Vision, Our ambition**

We have a vision for a Better Brighter future for all children and young people in Shetland. This plan sets out how we hope to achieve this vision. The plan aims to give sense of purpose to agencies, practitioners and members of the public and is designed to make sure we all pull in the same direction.

Children are the future of our community and have the right to a safe, nurtured, happy, healthy childhood, and opportunities to reach their potential.”

Throughout 2012/13 work has continued to ensure better links with wider planning frameworks. This has been assisted by the fact that the Director of Children's Services for Shetland Islands Council chairs Shetland Child Protection Committee and the Children and Young People's Strategy Group.

## **Child Protection Committee Functions**

Under the 2010 National Guidance for Child Protection in Scotland, Child Protection Committees have the following functions:

### Continuous Improvement

- Policies, procedures and protocols
- Self-evaluation, performance management and quality assurance
- Promoting good practice
- Training and staff development

### Strategic Planning

- Communication, collaboration and co-operation
- Making and maintaining links with other planning fora

### Public Information and Communication

- Raising public awareness
- Involving children and young people and their families

Shetland Child Protection Committee has 5 standing Sub-Committees:

- Quality Assurance Sub-Committee
- Child Protection in the Community Sub-Committee
- Mobile Phone and Internet Safety Sub-Committee (established as a standing group in 2011)
- Training Sub-Committee (from January 2012 this Committee became a joint Committee with the Adult Protection Training Sub-Committee)
- Child Health Child Protection Sub Group

The work of the Child Protection Committee (CPC) and its sub-committees has contributed in 2012/13 in fulfilling each of the functions outlined above.

## **Continuous Improvement**

### **Policies, Procedures and Protocols**

Updated Shetland inter-agency Child Protection Procedures were finalized in June 2012 and issued in August 2012. This included a number of updated protocols and a new protocol about missing children. The 2012 procedures are designed to be used as an electronic document and include links to national information (see [www.childprotectionsnetland.com](http://www.childprotectionsnetland.com)), so fewer hard copies were provided.

## Self-Evaluation, Performance Management and Quality Assurance

Improvement through self-evaluation was rated as being “weak” by the Care Inspectorate in their 2012 inspection. In response to this, the Child Protection Committee, its Quality Assurance Sub-Committee and the Lead Officer have worked hard to improve inter-agency self-evaluation and embed learning from quality assurance activity.

In summary, in 2012 the following took place:

- In June 2012 a half-day workshop drew together information from all the agencies that make up the Child Protection Committee about the quality assurance and self-evaluation work that already takes place. This was with a view to identifying and sharing good practice and also looking to see what could be reported into the Quality Assurance Sub-Committee as useful management information.
- The work in June 2012 moved onto a full mapping exercise that mapped in detail work being undertaken against the national Quality Indicators. This has been further drafted into an overarching self-assessment protocol which was approved in draft form by Chief Officers on 21 February and will be discussed and further refined by the Child Protection Committee in April 2013.
- Between April and July 2012 a comprehensive review of how Getting it Right For Every Child (GIRFEC) was working in Shetland was carried out. This focussed on some criticisms made by the Care Inspectorate. This significant piece of work has resulted in a strategic plan to improve and relaunch Getting it Right For Every Child being presented to NHS Shetland Board and Shetland Islands Council in March 2013. This should assist in embedding Getting it Right For Every Child in the day to day practice of all staff and ensuring a clear vision and leadership from both organisations. This plan will be overseen by the Children and Young People’s Strategy Group and the Children’s Forum and is a priority for 2013.
- In November 2012 the Child Health Subgroup reviewed the gathering of management data about child protection referrals from health staff. An improved proforma was agreed as a way of tracking referrals and ensuring that feedback about outcomes was received and recorded.
- In February 2013 childcare social workers took time to conduct individual discussions with young people with whom they were working to seek their views about the process of social work involvement in their lives. This information is being analysed and will be presented to the Child Protection Committee in June 2013.
- The Children’s Services Improvement Officers continued to present reports each quarter to the Quality Assurance Sub-Committee about child protection referrals and case conferences. Additionally an annual report was provided to the Child Protection Committee in September 2012 which analysed inter-agency contributions to child protection case conferences and the outcomes for children. This report was able to confirm that follow up plans had been put in place for all children requiring them whose names had been removed from the register.

## Case Reviews

In June 2012 an inter-agency review group reviewed the files of five children who had been involved in the child protection process. The files were selected by the Executive Manager of Children and Families (social work) and Chief Social Work Officer to include children and families who had been affected by domestic abuse, as a way of reviewing improvements in practice following on from the quality assurance work completed in 2010 that looked at practice in dealing with domestic abuse. In addition to reviewing files, network of support meetings with staff involved were held in August and September 2012. Findings were, in the main, positive with a summary below:

- Good evidence of children being protected by staff who communicated effectively.
- Clear progress on dealing with issues of domestic abuse was noted – for example: improved response and support from Northern Constabulary through their Domestic Abuse Liaison Officers; improved focus by social work staff on discussing and tackling the issue of domestic abuse.
- There were some concerns about the quality of care plans as they were often not sufficiently specific or outcome focussed.
- Awareness of domestic abuse amongst some staff was lacking.
- Communication between agencies in those situations that did not remain in the child protection process was not always robust enough.
- Additionally, although the weekly inter-agency meeting to discuss child protection referrals was seen as very helpful, the organisation and recording of discussions and decisions needed to be improved and the group would benefit from a clearer written remit.

Recommendations were made to Shetland Child Protection Committee in December 2012 and a follow up report will come to the Child Protection Committee in June 2013.

In February 2013, link inspectors from the Care Inspectorate visited Shetland to offer training and guidance on the use of the case review tool used by inspectors. The main purpose of the visit was to learn about how to use the tool; however the opportunity was taken to apply the tool to five cases. At the time of writing there remains work to be done to finalise findings, have network of support meetings and seek and collate information from families. This report will come to the June 2013 meeting of the Child Protection Committee and any follow up work identified will be added to the 2013/14 Business Plan as required.

## Promoting Good Practice

To be of genuine benefit to staff working to protect children, child protection committees need to have close links with practice and an ability to promote and support good practice.

In 2012/13 Shetland Child Protection Committee has promoted good practice by:

- Ensuring that the updated inter-agency procedures were widely disseminated, referred to in training and easily accessible. There are also links to good national information about child protection and wider safeguarding issues.
- Identifying and promoting good examples of practice and addressing poorer practice through the case reviews.
- The continuing work of the Protection in the Community Sub-Committee supported good practice around child protection in the Third Sector and the independent trusts.
- The Mobile Phone and Internet Safety Sub-Committee has been involved in establishing training locally using the Child Exploitation and Online Protection Service.
- The Lead officer has shared documents and research with practitioners and ran a workshop on child neglect in November 2012.
- The Scottish Government Report into Significant Case Reviews has been looked at and any lessons for local services identified and shared. Additionally Significant Case Reviews conducted through Multi Agency Public Protection Arrangements with implications for the safe management of sex offenders have been reported to the Child Protection Committee and an action plan identified and carried through.

## Training and Staff Development

A full programme of single agency and inter-agency child protection training has been delivered in 2012/13 and further information is included in [Appendix 8](#).

Additionally, social work staff have been trained with police officers to conduct joint investigations. Both police officers and social workers have been trained to use digital recording equipment and since September 2012 all joint child protection investigations have been recorded. Training took place in January 2013 for a group of inter-agency staff in the use of the G Map approach to working with young people who display sexually harmful behaviour.

A workshop was held in November 2012 by the Children's Services Improvement Officer and the Lead Officer to familiarise staff with the new inter-agency procedures. A workshop was also held that focussed on the topic of neglect, using the recently published research from Stirling University to look at practical ways of addressing neglect and when neglect of children may become a child protection issue. Twenty-three staff from Schools, Youth Work services and the Third Sector have received CEOP's (Child Exploitation and Online Protection Centre) training on the safe use of the internet (see <http://www.thinkuknow.co.uk/>). A number of staff will now go on to deliver this training in their own agencies and this will be further rolled out during 2013/14.

## **Strategic Planning**

### **Communication, collaboration and co-operation**

Evidence of good communication and collaborative working to protect children was noted in the case reviews carried out in June 2012 and February 2013. All agencies have committed considerable staff time to being part of these reviews.

To improve quality assurance work, senior managers have met with the Lead Officer and Business Support Administrative Officer. Attendance at the Child Protection Committee's Quality Assurance Sub-Committee and most sub-committees has been prioritised despite the many calls on staff's and managers' time.

The Protection in the Community Sub-Committee has updated the templates and information for voluntary groups and they now sit in a dedicated section of the Child Protection Committee's website ([www.childprotectionsketland.com](http://www.childprotectionsketland.com)), rather than on the Shetland Islands Council's website. Positive links with Shetland Arts, Shetland Recreational Trust and Shetland Amenity Trust have been maintained through their membership of the Protection in The Community Sub-Committee. Voluntary Action Shetland is an active member of the sub-committee and provides effective links to other voluntary agencies.

### **Making and maintaining links with other planning fora**

As already noted, there are improved links with Children's Services' planning and also a growing link with the Shetland Community Partnership. The Lead Officer meets regularly with the Co-ordinator of Shetland Alcohol and Drugs Partnership. The Lead Officer meets regularly with the Children's Rights Officer and it is good to see that the Children's Rights Officer is now attending Child Protection Case Conferences to assist young people to give their views. The Lead Officer sits as a member of the Shetland Domestic Abuse Partnership and has assisted with the delivery of awareness raising training. Additionally, the Lead Officer is involved in the introduction to Shetland of the use of Multi-Agency Risk Assessment Conferences (MARAC) as a way of addressing very high risk domestic abuse situations. The Lead Officer has recently joined the Looked After Children Strategy Group and will assist with the plan to improve the participation of children and young people in their own care planning. The Lead Officer also attends the Children's Services' Forum that contributes to Children's Services' planning.

Shetland Child Protection Committee's quarterly meetings include links to other planning fora and a number of members act as links with other organisations.

## **Public Information and Communication**

### **Raising public awareness**

Following an appointment to the Business Support post in July 2012, the post holder has taken a lead in developing a comprehensive publicity plan, which is included at [Appendix 6](#).

This has included:

- updating the website ([www.childprotectionshetland.com](http://www.childprotectionshetland.com)) and news section
- attendance at the Families Day in September 2012
- stalls in the local Co-op and Tesco supermarkets in October and December 2012
- a travelling information board that has been in Islesburgh Community Centre, at Voluntary Action Shetland Easter Fair and in Shetland Museum
- rolling adverts on the Shetland News website
- new poster designed by the Scottish Government but including local Shetland information sent out to all NHS premises
- a questionnaire carried out with members of the public asking about how they would respond to a concern about a child (a summary of findings is included in [Appendix 7](#) .)

This work will continue throughout 2013 and into 2014.

### **Involving children and young people and their families**

Evidence gathered from the case reviews in June 2012 and February 2013 showed some good practice by social work, schools and health staff in not only seeking the views of young people and parents, but also helping them to express their views. As already noted, better communication between social workers and the Children's Rights Officer has resulted in better support to children and young people at Looked After Reviews, Children's Hearings and, increasingly, Child Protection Case Conferences.

However, good practice was not consistent and, in focussing on participation as an element of the 2013/14 Child Protection Committee's Business plan, we would aim to support staff to improve this.

Additionally, in February 2013 child care social workers carried out a brief questionnaire with children and young people receiving social work services to seek their views. This is in the process of being analysed and will inform the 2013/14 Business Plan.

As yet the Child Protection Committee has not routinely sought the views of children and young people and their families to assist the committee in its work. However, this is addressed in the 2013/14 Business Plan and we propose to seek the views of groups of children and young people about the website and how it may be made more attractive and user friendly for young people, our publicity materials and also what we can do better to help young people keep themselves safe.

## Statistics

On 19 March 2013 the Scottish Government published data on child protection that covered the period 1 August 2011 to 31 July 2012. This showed that Shetland had 7 children on the Child Protection Register on 31 July 2012 and this was a rate of 1.9 per 1,000 of the population. (Comparator authorities Orkney had 3 children on the register and a rate of 0.9, whilst Eilean Siar had 11 children registered and a rate of 2.5).

National information would show a rise in numbers of children on registers. Nationally there has been a rise in the number of young children on the register – in 2012 51% were aged under 5.

Children's names are no longer recorded on the child protection register in a specific category. A list of concerns is drawn up that helps to identify the issues for this child and this family and this should help ensure that protection plans address these issues.

Table 2.3 below shows that for the 2,706 children whose names were on the child protection register in Scotland on 31 July 2012, there were 5,705 concerns at the case conferences at which they were registered – an average of 2.1 concerns per conference. The most common concerns identified were emotional abuse (38%), neglect (37 %) and parental substance misuse (38%).

**Table 2.3 Concerns identified<sup>(1)</sup> at the case conferences of children who were on the child protection register at 31 July 2012**

Concerns identified at case conferences	2012	% of children registered at 31 July 2012
Neglect	1,006	37%
Parental substance misuse	918	34%
Parental Mental Health Problems	516	19%
Non-engaging family	453	17%
Domestic abuse	758	28%
Sexual abuse	229	8%
Physical abuse	471	17%
Emotional abuse	1,016	38%
Child Placing themselves at risk	46	2%
Child Exploitation	9	0%
Other concerns	283	10%
<b>Total concerns</b>	<b>5,705</b>	<b>211%</b>

(1) The 2012 data should not be compared to previous years' data on category of abuse/risk. The Scottish Government published revised National Guidance for Child Protection in Scotland in December 2010 which expanded the categories for abuse/concerns identified at case conferences. As a result, many of the categories in 2012 may have been included in other categories previously or would not have been counted as they have no equivalent in previous years.

Given the small numbers of children involved in child protection services in Shetland it is difficult to publish detailed statistical analysis without the risk of breaching confidentiality. The Child Protection Committee and the Quality Assurance Sub-Committee analyse confidential statistics relating to referrals, child protection investigations and case conferences. This management information also monitors the attendance of agencies and the provision of reports to case conferences and these remain at a high level. Of note is that General Practitioners are able to provide written information to all conferences – even when they are not able to attend.

Police services have found it difficult to provide written information, but have attended and provided good verbal information to conferences.

[Appendix 5](#) gives the Child Protection statistics for Shetland in detail. This covers the period 1/4/12 to 31/3/13 (so is not directly comparable with the Scottish Government statistics due to a different reporting period). For the first time we have collated causes for concerns recorded by conferences. The following information is worth noting:

- The 33 conferences (13 initial and 20 reviews) recorded 70 concerns – an average of 2.1 per conference.
- Parental substance misuse was recorded by 19 of the 33 conferences (58%) – 9 for alcohol misuse and 10 for drug misuse
- Emotional abuse was recorded by 14 conferences (42%)
- Domestic abuse was recorded by 11 conferences (33%)
- There were no concerns about sexual abuse
- Neglect was recorded as a concern by 7 conferences (21%)
- Physical abuse was recorded as a concern by 5 conferences (15%)

Interpreting the significance of recorded concerns is still at an early stage both locally and nationally and so a cautious approach should be taken. However, it is of interest that the historical concerns that Child Protection agencies in Shetland and the Child Protection Committee have had about parental substance misuse show so clearly in the list of concerns- it is the most frequent. It is important to acknowledge that the children whose names were registered, either wholly or partly as a result of significant harm posed to them by their parent's substance misuse, have been recognised and protection plans should be addressing the issues for them and their parents.

Overall in 2012/13 there was a reduction in the numbers of children referred and children whose names were on the register. However, interpreting trends with such small numbers is difficult. The good practice of referring unborn children has continued, although most of them did not require a response under child protection procedures once the initial assessment of risk had been completed.

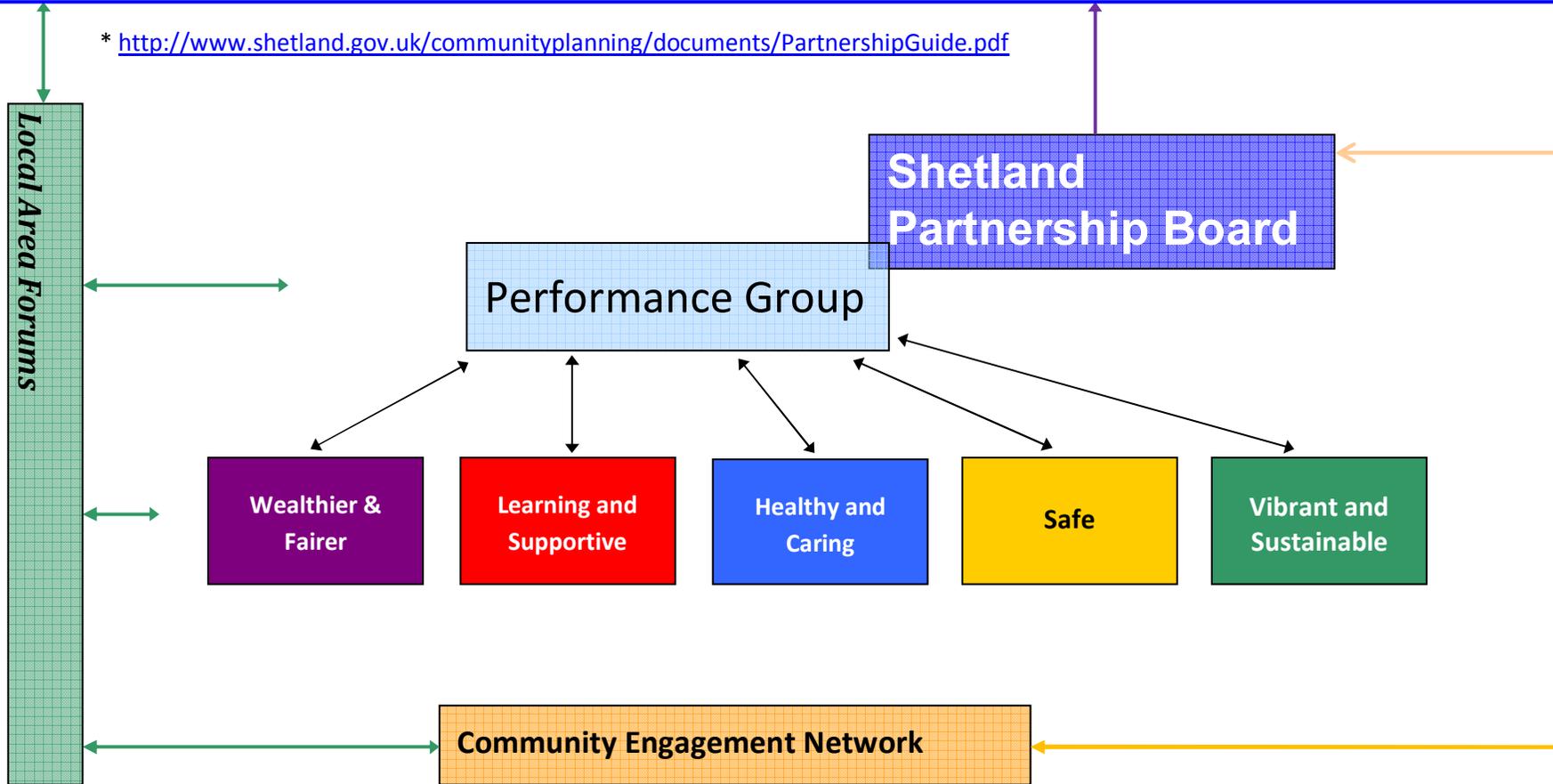
### Conclusion

In conclusion, 2012/13 has focussed on the areas of work that the Care Inspectorate recommended we needed to improve. Shetland Child Protection Committee now has a firm foundation in terms of the leadership provided by the Chief Officers and the improved practice around quality assurance to move forward in 2013/14.

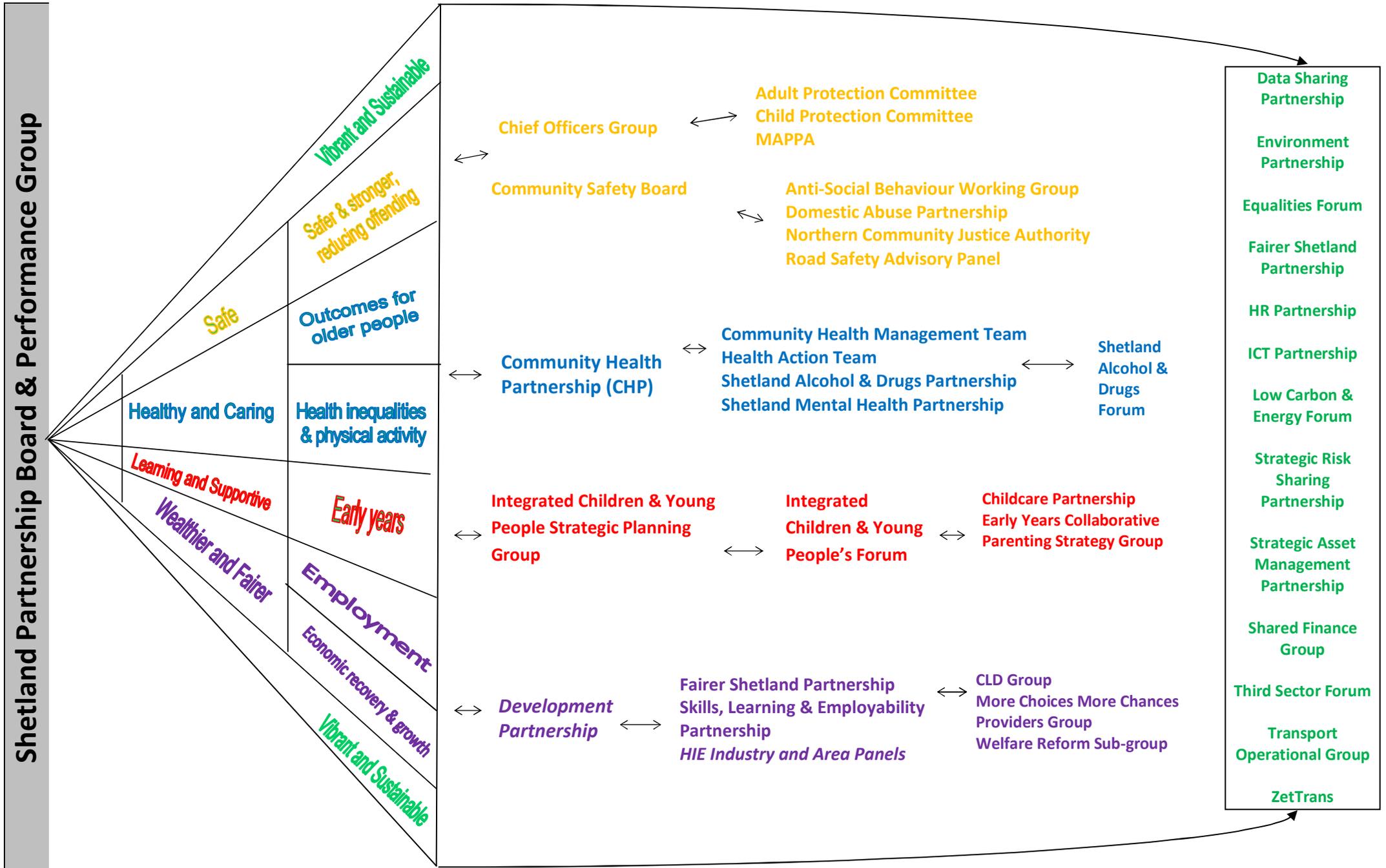
# SHETLAND PARTNERSHIP



\* <http://www.shetland.gov.uk/communityplanning/documents/PartnershipGuide.pdf>



# Shetland Partnership Strategic Group Structure



## APPENDIX 2

### Membership of Shetland Child Protection Committee 2012-13

Helen Budge Chair	Director of Children's Services Department Shetland Islands Council
Dr Sarah Taylor Vice-Chair	Director of Public Health NHS Shetland
Angus MacInnes	Chief Inspector and Shetland Area Commander Northern Constabulary
Moyra Gordon	Locality Reporter Manager Scottish Children's Reporter Administration
Hughina Leslie	Executive Manager, Children & Families, Children's Services Department Shetland Islands Council Chief Social Work Officer
Audrey Edwards	Executive Manger Quality Improvement, Children's Services Department Shetland Islands Council (representing Schools)
Catherine Hughson	Voluntary Action Shetland
Anita Jamieson	Executive Manager, Housing, Development Services Department, Shetland Islands Council
Sarah Jamieson (from 5/12/12)	Principal Educational Psychologist, Psychological Services, Children's Services Department, Shetland Islands Council
Kate Kenmure	Consultant Midwife NHS Shetland
Sheila Fraser (from 27/06/12 to 14/01/13)	Nurse Advisor (Protection) NHS Shetland
Janice Irvine (from 14/01/13)	Nurse Advisor (Protection) NHS Shetland
Duncan Mackenzie	Procurator Fiscal nominated representative for Crown Office and Procurator Fiscal Service
Denise Morgan	Executive Manager, Criminal Justice Service, Community Services Department, Shetland Islands Council
Sally Shaw	Executive Manager, Adult Services, Community Services Department, Shetland Islands Council Interim Director of Community Services (from 27/6/12)
Agnes Tallack	Chairperson Shetland Children's Panel

*Shetland Child Protection Committee*  
*Safeguarding Children and Young People in Shetland*

**Child Protection Inspection Priority Improvement Plan –Business Plan 2012/13**

**1 - Improve the consistency of planning to meet individual children’s needs fully**

Objective - To undertake a complete review of the GIRFEC (Getting It Right For Every Child) process and agree principles which will simplify the process and language used

Required Action(s)	By whom	Timescale	Outcome	Evaluation	Progress	
<ul style="list-style-type: none"> <li>Approach other Local Authorities to ascertain their GIRFEC processes and documentation</li> </ul>	<ul style="list-style-type: none"> <li>Chair of Integrated Children’s Services Strategic Planning Group, reporting back to Chief Officers</li> </ul>		<ul style="list-style-type: none"> <li>Consistent quality of assessments, assessments linked to <sup>1</sup>SMART plans and improved chronologies</li> </ul>		<ul style="list-style-type: none"> <li>Review complete and reported back.</li> <li>Action plan to be overseen by Children’s Service Forum and Children Service Strategy Group</li> </ul>	Green
<ul style="list-style-type: none"> <li>Short Life Working Group led by the Integrated Children’s Services Planning Group</li> </ul>	<ul style="list-style-type: none"> <li>As above</li> </ul>	<ul style="list-style-type: none"> <li>Review completed October 2012</li> </ul>	<ul style="list-style-type: none"> <li>Improved practice around assessing risk and need on an interagency basis</li> </ul>	<ul style="list-style-type: none"> <li>Monitoring by the Integrated Children’s Services Planning Group</li> </ul>		
<ul style="list-style-type: none"> <li>Using the learning from the ‘With You For You’ Model to review GIRFEC</li> </ul>	<ul style="list-style-type: none"> <li>As above</li> <li>Members of the review group to assist with links and information sharing</li> </ul>	<ul style="list-style-type: none"> <li>Timescale now August 2013 for full implementation</li> </ul>	<ul style="list-style-type: none"> <li>A Child’s Plan (GIRFEC) is in place for all children removed from the Child Protection Register</li> </ul>	<ul style="list-style-type: none"> <li>Continuous review and evaluation process</li> <li>Audit of GIRFEC work and outcomes for children December 2013</li> </ul>		

<sup>1</sup> Specific, Measurable, Achievable, Realistic and Timebound

Required Action(s)	By whom	Timescale	Outcome	Evaluation	Progress	
<ul style="list-style-type: none"> <li>• Re-launch revised GIRFEC process with appropriate staff training and support, to include:-</li> <li>○ Health Visiting staff to take the lead on GIRFEC plans, particularly for under 5's</li> <li>○ Introduction and use of nationally piloted risk assessment tool</li> </ul>	<ul style="list-style-type: none"> <li>• As above</li> </ul>		<ul style="list-style-type: none"> <li>• A more integrated approach to assessing risk and need</li> <li>• Revised assessment paperwork</li> <li>• Self evaluation to include feedback from families and children involved in GIRFEC process-to include in review</li> <li>• Children and families receive early intervention and appropriate help through a process that is not over complicated or cumbersome</li> </ul>		<p>This action to move from CPC business plan to children's service plan.  Agreed at Chief Officer Group on 12/11/12</p>	Green

**2 - Further develop joint approaches and understanding of self-evaluation to improve outcomes for vulnerable children based on best practice from other Local Authorities and partnerships.**

Objectives

2.1 - To develop a structured and co-ordinated approach to joint self-evaluation focussing on outcomes for children which will involve staff and service users and be directed by Chief Officers

Required Action(s)	By whom	Timescale	Outcome	Evaluation	Progress	
<ul style="list-style-type: none"> <li>Workshop on self evaluation (SE), inviting staff from all agencies to share best practice</li> </ul>	<ul style="list-style-type: none"> <li>Child Protection Committee – Quality Assurance Sub-Committee</li> </ul>	Mid May 2012	<ul style="list-style-type: none"> <li>Better outcomes for children and families</li> </ul>	<ul style="list-style-type: none"> <li>Evaluate effectiveness and impact on children</li> </ul>	Completed 8/6/12	Green
<ul style="list-style-type: none"> <li>Develop and agree guidelines on joint self-evaluation</li> </ul>		<ul style="list-style-type: none"> <li>By March 2012</li> </ul>	<ul style="list-style-type: none"> <li>Feedback gathered from service users on the effectiveness of our approaches to evaluate areas of strength and areas for development</li> <li>Reflection on work to improve processes</li> </ul>	<ul style="list-style-type: none"> <li>To build in effective self evaluation processes into self evaluation guidelines</li> <li>Inter-agency policy for self evaluation for Shetland CPC agreed April 2013</li> </ul>	SE Matrix in development to inform SE plan for 12/13	Green
<ul style="list-style-type: none"> <li>Implement the guidance on joint self evaluation including:-</li> </ul>	<ul style="list-style-type: none"> <li>Child Protection Committee – Quality Assurance Sub-Committee (QA SC)</li> </ul>	<ul style="list-style-type: none"> <li>June 2012 onwards</li> </ul>	<ul style="list-style-type: none"> <li>Greater focus on improving outcomes for children</li> </ul>		Case Review completed and reported back to November 2012 QASC and COG	Green
<ul style="list-style-type: none"> <li>Training and development</li> </ul>			<ul style="list-style-type: none"> <li>Any learning shared</li> </ul>		Findings of case review to CPC 5/12 for dissemination – Completed	Green

Required Action(s)	By whom	Timescale	Outcome	Evaluation	Progress	
○ A monitoring and review process					Recommendations and learning to inform further QA work and 2013/14 plan	Amber
○ Based on the national Quality Indicators to provide a framework for the self-evaluation process	• QASC	• By end June 2012			Key QIs used for case review Completed	Green
○ Commit to continuous reflective practice and self-evaluation supported by a clear management structure, involving management, practitioners, parents and children	• QASC and CPC and individual agencies	• Ongoing	• Improved self-evaluation and improved services based on self-evaluation	• Interagency set policy on self evaluation agreed – April 2013		Green
○ Re-instate annual case review audit	• Nominated interagency group	• By September 2012	• Improved process for self-evaluation		Case Review completed and reported back to November 2012 QASC and COG	Green

Required Action(s)	By whom	Timescale	Outcome	Evaluation	Progress	
<ul style="list-style-type: none"> <li>○ Participation of young people and families in a workshop on sharing best practice</li> </ul>				<ul style="list-style-type: none"> <li>• Participation plan to be carried forward to 2013/14 plan</li> </ul>	Participation of children and young people is still an issue	Red
<ul style="list-style-type: none"> <li>• Develop the improvement plan based on what is required</li> </ul>		<ul style="list-style-type: none"> <li>• Jan 2013</li> </ul>		<ul style="list-style-type: none"> <li>• An improvement plan which contains actions which are required</li> </ul>	2013/14 CPC plan to be based on self-evaluation work	Amber

### 3 - Strengthen leadership, support and challenge given to the Child Protection Committee by Chief Officers

Objectives:-

3.1 - Chief Officers to provide more support and challenge to the Child Protection Committee

3.2 - Take on leadership through staff and press briefings

3.3 - Ensure an appropriate induction and education programme is in place for councillors, elected members and non executive officers

3.4 - The Chief Officers Group agree priorities are the four points on this plan

Required Action(s)	By whom	Timescale	Outcome	Evaluation	Progress	
3.1 To increase the frequency of Chief Officer's meetings to quarterly meetings to take place before quarterly CPC meetings.	<ul style="list-style-type: none"> <li>Chief Officers need to take the lead on what they want to do and see</li> </ul>	<ul style="list-style-type: none"> <li>By end 2012</li> </ul>	<ul style="list-style-type: none"> <li>Chief Officers more aware of child protection matters, supporting staff in agencies and raising public profile.</li> </ul>	<ul style="list-style-type: none"> <li>Feedback from councillor and board members following induction</li> </ul>	Chief Officer meetings planned for March. May. September and November	Green
3.2 Create a remit and constitution for the Chief Officers Group (COG)			<ul style="list-style-type: none"> <li>COG able to challenge CPC.</li> <li>Induction plan in place for new councillors post May 2012 and NHS Board Members</li> </ul>			Green
3.3 Widen the way COG works in encouraging them to invite Officers to COG meetings for more detailed briefing or challenge				<ul style="list-style-type: none"> <li>Evidence of publicity e.g. press release for publication of inspection</li> </ul>	Lead Officer to present information re inclusion of MAPPA issues in Chief Officers meeting May 2012. Executive Manger Criminal Justice to report on MAPPA to Sept COG Action completed	Green

Required Action(s)	By whom	Timescale	Outcome	Evaluation	Progress	
<p>3.4</p> <ul style="list-style-type: none"> <li>• Frequency of meeting may be useful but Chief Officer can take some action to bring the issue of Child Protection up the agenda – e.g. being quoted in Press release for the inspection report</li> <li>• Agenda items for NHS Community Health and Care Committee and the Shetland Islands Council Children and Families Committee regarding the inspection of services.</li> <li>• Reported to the Community Planning Delivery Group</li> <li>• Reported through Area Divisional Force Tactical Tasking?</li> <li>• Signing off the plan</li> </ul>	<ul style="list-style-type: none"> <li>• Chief Officers Group</li> </ul>	<ul style="list-style-type: none"> <li>• Between January and April 2012, and thereafter, priorities for 2012/13</li> </ul>	<ul style="list-style-type: none"> <li>• The plan is fully implemented within the timescales set</li> <li>• Difficulties in implementation are escalated to the COG</li> <li>• Changes in services do not result in delayed implementation</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring delivery by exception reporting</li> </ul>	<p>Chief Officers have been and will continue to remain involved in media coverage</p> <p>NHS Board, Child Health Child Protection agendas including CPC (&amp;APC) business / notes of meetings.</p> <p>The three Chief Officers sit on the Shetland Partnership Performance Group. Any relevant Public Protection issues will be raised in the appropriate manner at that forum.</p> <p>Public Protection issues (Child Protection, Adult Protection, Offender Management &amp; Domestic Abuse) are a standing agenda item at the daily Shetland Area Command &amp; Territorial Policing Tactical Tasking meeting. They are the sole agenda item at the daily Public Protection Tactical tasking meeting.</p> <p><i>Completed</i></p>	Green

#### 4 - To further develop the Improvement Plan from details contained in the Child Protection Inspection Record of Inspection Findings (RIF)

Objectives:-

4.1 - Child Protection Committee – Quality Assurance Sub-Committee will meet and finalise the Improvement Plan, to be circulated to CPC members and agreed by Chief Officers

4.2 - Strengthen links with Mental Health Services

4.3 - Medical examination for vulnerable children

4.4 - Encourage and develop further the use of chronologies

4.5 - Ensure that Care Plans (GIRFEC) are in place when a child is removed from the Child Protection Register

Required Action(s)	By whom	Timescale	Outcome	Evaluation	Progress	
4.1	•Child Protection Committee – Quality Assurance Sub-Committee	•By the end of February 2012, to be agreed by Chief Officers in March 2012	•Finalised Improvement Plan	•Monitored by Chief Officers	Agreed by COG in January 2012 and monitored at all QASC's CPC's and COG's in 2012  Completed	Green
4.2	•Lead Officer attending Community Mental Health Team (CMHT) managers meeting regularly	Lead Officer to report back to QASC March 2013	• Improved support for families with Metal Health needs and children who are dealing with the trauma/aftermath of abuse (improvements to GIRFEC required)	•To carry forward to 2013/14 plan – to link with improvements to GIRFEC	Lead Officer work with CMHT continuing. Meeting held and work plan agreed 15/10. Joint training to be planned for childcare/CMHT. Assisting CMHT staff to link into GIRFEC is key.	Amber
4.3	•Director of Public Health – NHS Shetland		•Nurse Advisor involved in decision making about medical examinations • Formal system for systematic recording of medical examinations	•Feedback from children, families and practitioners	Medicals now routinely organised with GP's. Training for GP's from Lothian paediatrician Spring 2013. To carry forward	Amber

Required Action(s)	By whom	Timescale	Outcome	Evaluation	Progress	
4.4	•Children's Social Work, Hughina Leslie, Health and Police Schools Housing		<ul style="list-style-type: none"> <li>• Training and peer support to be developed</li> <li>• Improved recording and information sharing</li> <li>• Consistent approach to the use of chronologies across all agencies</li> </ul>	<ul style="list-style-type: none"> <li>• Through case audit and CPC case file review 2013</li> <li>• Work on chronologies to be part of GIRFEC plan to be carried forward to 2013/14</li> </ul>	<p>Children's Services Improvement Officer review of chronologies completed.</p> <p>Training for Social Work staff Dec 2012 and then roll out to other staff 2013</p> <p>To roll out to other agencies</p>	Amber
4.5	•Rob Lamey		<ul style="list-style-type: none"> <li>• Improved planning to meet long term needs of children</li> <li>• Use of SMART process in compiling children's plans</li> </ul>	Through case audit and CPC case file review 2013	CSIO report to October 2012 CPC all children who were de-registered had plans in place. Completed	Green

Signed \_\_\_\_\_ Date \_\_\_\_\_

Kate Gabb  
(Lead Officer, Adult and Child Protection)

Signed \_\_\_\_\_ Date \_\_\_\_\_

Helen Budge  
(Chair, Shetland Child Protection Committee)

Updated April 2013

### Child Protection Committee (CPC) Business Plan 2013/14

**1 – To continue to develop a structured and co-ordinated approach to joint self-evaluation focussing on outcomes for children, this will involve staff and be directed by Chief Officers.**

Required Actions	By Whom	Timescale	Outcome	Evaluation	Progress	Status
1.1 To complete the case review conducted on 19-20 <sup>th</sup> Feb 2013 by holding network of support meetings with staff and seeking feedback from families.	Lead Officer and review team	By June 2013	Better outcomes for Families	To be able to review progress with recommendations and from future case reviews	Network of support meetings May 2013	Green
1.2 To make recommendations from the findings of the case review, establish a plan that will sit with the business plan and report on progress.	Lead Officer Action plan from case review will include clear timescales	Report to June 2013 CPC	Better outcomes for families Positive Inspection Reports	Inspection Reports highlight case reviews as good practice	Action Plan completed in Sep 2013 presented to QASC and CPC in Oct 2013	Green
1.3 To amend the table at appendix 1 of the interagency policy on self-evaluation to reflect the new Quality Indicators.	Lead Officer	July 2013	Improved gathering of single agency information and reporting to CPC New QI included in self evaluation	Improved data and ability to spot any gaps in information All agencies proactively involved in self evaluation	Eight QI's for future inspection evidenced	Green

Required Actions	By Whom	Timescale	Outcome	Evaluation	Progress	Status
1.4 To assist partner agencies to provide quality assurance information included in the table and ensure reporting in process is in place.	Lead Officer, Business Support, agency representatives for NHS, Police, social work, schools and voluntary sector	Aug 2013 and continuous pattern of reporting through QASC		All partner agencies are involved Table is populated with information from all. Quality Improvement Group report into QASC	Information collected on rolling regular basis	Green
1.5 To work with Shetland Islands Council Policy Officer to further refine approach to self evaluation.	Lead Officer and Policy Officer	Draft plan to Chief Officers meeting 9/5/2013	Effective and improved self evaluation	Improved inspection reports	Reporting to QASC on regular basis	Green
1.6 To ensure that there are close links with the plan to improve and relaunch <sup>2</sup> GIRFEC in Shetland and to assist with this process even though CPC is not the lead organisation. To feed into this sister process any learning from CPC self-evaluation and case reviews.	Lead Officer , Chair of CPC, Chair of Children's Service Forum and leads for GIRFEC plan	Continuous through 2013/14	Robust links between GIRFEC and CP	Improved practice reflected in future case reviews and inspections	Information from self evaluation and case reviews brought to the attention of GIRFEC implementation group	Green

<sup>2</sup> Getting It Right For Every Child

Required Actions	By Whom	Timescale	Outcome	Evaluation	Progress	Status
1.7 To collate the information gathered from young people by social work staff about the service they have received.	Hughina Leslie Lead Officer	By June 2013	Better understanding of children and young people's views and changes to practice	Analysis of information gathered	Reporting to QASC. Further summarise it for CPC	Green
1.8 To make any recommendations from information gathered - NB link to participation work.	Any recommendations will have appropriate timescales for implementation.	To June 2013 CPC	Children and young people feel included and listened to	Evidence of improved participation of children and young people in QA work	Report to CPC in June including recommendations	Green

## 2 – To review policy and procedures

Required Actions	By Whom	Timescale	Outcome	Evaluation	Progress	Status
2.1 To update the protocol for children affected by parental substance misuse in line with updated Scottish Government guidance (due out April 2013), taking into account local GIRFEC work.	Lead Officer and Co-ordinator of Shetland Alcohol and Drug Partnership (+ other appropriate people)	By September 2013	Finalised and updated protocol	Staff are aware of procedures and are using them in practice	Meeting in July to review and update protocol	Green
2.2 Dissemination and awareness raising of any changes to the policy re children affected by parental substance misuse.	Lead Officer and Co-ordinator of Shetland Alcohol and Drug Partnership	By December 2013	Better understanding for staff and earlier interventions to safeguard children and support families	Staff awareness and use of protocol. Effective links with GIRFEC processes and paperwork	Final protocol to CPC in December 2013	Green

Required Actions	By Whom	Timescale	Outcome	Evaluation	Progress	Status
2.3 To update the policy on children and young people who display sexually harmful behavior in line with recent training and the development of GIRFEC in Shetland.	Lead Officer, Principal Education Psychologist, Staff trained in G map assessments	By December 2013	Updated fit for purpose policy in use by staff to help effect change in young people's behavior and risk to others.	Staff awareness and use of protocol. Effective links with GIRFEC processes and paperwork	Short life small working group to update policy	Green
2.4 To consider the need for a policy to support staff in working with non-engaging or hard to work with families.	Lead Officer to gather national information and write paper for CPC	Paper to CPC in October 2013	Support for staff and improved skills in working in challenging situations	Staff awareness and use of protocol. Effective links with GIRFEC processes and paperwork	Take information to CPC for decision	Green
2.5 To disseminate good practice and training through CPC workshops to share new protocols.	To be planned for early 2014.	March 2014	Better informed staff	Staff evaluation forms reflect awareness raising on protocols	Workshops in early 2014	Green

**3 - Working in partnership with the Looked after Children’s Strategy Group and Children’s Services Forum to focus on the participation of children and young people and seeking their views. To seek input from children and young people to the work of CPC- publicity materials that are suitable for young people, improvements to website , information to young people about keeping safe.**

Required Actions	By Whom	Timescale	Outcome	Evaluation	Progress	Status
3.1 To link with Looked After Children (LAC) strategy group and Childrens Services Forum to ensure consistency of approach and development of suitable materials.	Lead Officer, Children’s service Improvement Officer (CSIO) and Children’s rights Officer (CRO).	Work to commence May 2013 and continue throughout 2013/14.	Consistent approach to seeking views on an individual basis and improved practice	For improvement to be seen in CSIO audit work for social work and future CPC case reviews	CRO and CSIO and Throughcare and Aftercare Team established a group of young people to consult with May 2013.	Green
3.2 Training and support for interagency staff about participation, tools that can be used and consistent practice.	LAC strategy group Lead Officer and Business Support person	December 2013	Development and use of a “tool” box to assist practitioners.	Improved practice evaluated through case reviews and other QA work.	Business Support Officer to develop a tool box.  Practitioners to use tool box.	Green
3.4 To seek the views of young people about <ul style="list-style-type: none"> <li>• CPC Website</li> <li>• Publicity materials</li> <li>• What may assist them to keep safe.</li> </ul>	Lead Officer and Policy Officer and Schools service to conduct survey enlisting support from Club Excel and Parkour group re website – Business Support person, Youth Work services to assist in linking with Youth Voice and young MSP’s	By December 2013	Amendments to website, CPC publicity activity and materials that make them more relevant to young people	Feedback from groups involved in the work as to the improvements made	Information from Club Excel already sought and received April 2013	Green

#### 4 – Other priorities carried forward from the 2012/13 plan and additional actions

Required Actions	By Whom	Timescale	Outcome	Evaluation	Progress	Status
4.1 To complete training for GP's to support medicals for children involved in CP processes.	Training for GP's by Paediatrician for Lothian Director of Public Health	Early 2014	Improved confidence and skills for GP's	GPs are undertaking medicals in Shetland.	Training to be arranged for GPs.	Amber
4.2 Work on improving chronologies and care plans.	Work stream passes from CPC to Children's Services and GIRFEC implementation group. Lead Officer and CPC Chair to maintain links	By end of 2013	SMART (Specific, Measurable, Achievable, Realistic and Timebound) Plans better focussed on need as well as risk. Interagency chronologies in wide use.	Improvements noted in future case reviews	To support improved care planning and the writing of chronologies through supervision and training.	Green
4.3 Continue work with Community Mental health team to support them with identifying and referring children in need of help due to parental mental health problems.	Lead Officer Executive Manger for Mental Health	By end of 2013	Quicker referral by adult services staff using either the named person and GIRFEC system or child protection as appropriate	Children affected by parental mental health are appropriately referred into GIRFEC system.	Progress on this will need to be linked to progress with GIRFRC improvements	Green
4.4 To work with the Protection in the Community Sub-Group and the Mobile Phone and Internet Safety Sub Group to ensure they have work plans in place that link with CPCs plan.	Lead Officer Chairs and members of sub groups	By September 2013	Purposeful sub group meetings and completion of tasks identified	Year end evaluation of the work plan and reporting back to CPC March 2014	Regular meetings to develop work plans.	Green

## Part 1: Referrals, case conferences and categories of abuse registered

1 APRIL 2012 - 31 MARCH 2013		2011-2012		2010-2011	
Number of referrals	Number of children referred				
91	104	113	126	105	121
Source of referrals	Agency				
4	Police	15		23	
6	Health Visitor	6		3	
3	GP	2		2	
33	Other Health	40		44	
17	School	18		11	
2	Playgroup/childminder	0		0	
0	Other Education	0		1	
4	Social Work	0		1	
11	Members of Public/Family	9		13	
11	Other	23		7	
Number of joint police/social work investigations	Number of children involved				
34	43	46	52	41	50
Number of <u>initial</u> child protection case conferences	Number of children involved				
13	17	21	32	7	10
Number of children on the Child Protection Register during 2012/13	Number of children on the Child Protection Register at 31 March 2013				
22	4	30	16	17	6
Number of <u>review</u> child protection case conferences	Number of children involved				
20	28	27	38	15	22
Number of children on CP Register at 31 March 2012 by category Primary (Sec'ary)	Category of registration Primary Category (Secondary Category shown in brackets)				
N/A	Physical injury	3 (2)		0	
See Concerns list	Physical neglect	6 (0)		1	
	Emotional abuse	6 (1)		3 (3)	
	Sexual abuse	0 (1)		2	
	Non-organic failure to thrive	1 (0)		0	

The figures for 2010-2011 and 2011-2012 are also shown. However, when making comparisons, it should be borne in mind that Shetland's low overall population mean that increases or decreases do not necessarily indicate a trend.

## **Part 2: Further information**

Time on CP Register: Children and Young People on Register between 01.04.12-31.03.13

Of those 17 children and young people whose names were taken off the register during the year, the average time the child's name was on the register was between 5 and 12 months. The spread was 3 months to 1 year 4 months.

### **Re-referrals and re-registrations:**

Of the 104 children referred for child protection throughout the year, 15 children had previously been on the CP register and 7 were currently registered

## Initial Child Protection Case Conferences

Breakdown of Concerns listed, from 01.04.12 – 31.03.13

<b>Concern(s)</b>	
Domestic abuse	4
Parental alcohol misuse	3
Parental drug misuse	3
Non-engaging family	1
Parental mental health problems	3
Children placing themselves at risk	1
Sexual abuse	0
Child exploitation	0
Physical Abuse	4
Emotional Abuse	5
Neglect	3
Other concern(s)	

Most lists compiled for a child have more than one concern noted. These forms are complete at the conclusion of Initial Child Protection Case Conferences and signed by the Chair.

These figures represent children, rather than meetings, i.e. where there are 2 children, the concerns are counted twice.

## Review Child Protection Case Conferences

Breakdown of Concerns listed, from 01.04.12-031.03.13

Concern(s)		
Domestic abuse		7
Parental alcohol misuse		6
Parental drug misuse		7
Non-engaging family		1
Parental mental health problems		5
Children placing themselves at risk		1
Sexual abuse		0
Child exploitation		0
Physical Abuse		1
Emotional Abuse		9
Neglect		4
Other concern(s)	Mother's lifestyle and history	1
	Home conditions	1

Most lists compiled for a child have more than one concern noted. These forms are completed at the conclusion of Review Child Protection Case Conferences and signed by the Chair.

These figures represent children, rather than meetings. I.e. Where there are 2 children, the concerns are counted twice.

APPENDIX 6

Shetland Adult and Child Protection – Publicity Plan – 2012

<b>Event/Activity</b>	<b>Who</b>	<b>Resources/Task</b>	<b>When</b>
Children and Families Day (SCP)	Sarah and Mary	PR Leaflets Wallet Cards, Pens Brochures etc	29 <sup>th</sup> September 2012 (possible attendance) <b>COMPLETE</b>
Tesco's	Kate, Sarah & Mary	Survey PR Leaflets Wallet Cards, Pens Brochures etc Display Boards	12 <sup>th</sup> October 2012 <b>COMPLETE</b>
Co-op	Kate, Sarah & Mary	Survey PR Leaflets Wallet Cards, Pens Brochures etc Display Boards	1 <sup>st</sup> December 2012 <b>COMPLETE</b>
Website	Kate and Sarah	Google Analytics News Updates Fix all broken links	On-Going <b>COMPLETE</b>
Display Boards	Kate, Sarah and Mary	Prepare information for the boards Contact VAS re borrowing boards Research pull up display boards	At ICC – 4 <sup>th</sup> Feb 2013 (3wks)  Short term loan only  To expensive
Contact People re links for publicity	Sarah	Made contact with Sue Beer Hazel Hughson Shetland Arts Wendy Inkster Craft Fair David Eva (Rotary) Rosemary Inkster SCP Kim Govier NHS	Carers Cruise June 2013  VAS Easter Fair 16 <sup>th</sup> March 2013 <b>COMPLETE</b>
Adult Support and Protection Awareness Raising – The Third Sector	Kate and Sarah	Meeting with Anne Robertson on 20 <sup>th</sup> August 2012 to discuss and set possible dates	Dates set:- 2 <sup>nd</sup> March 2013 14 <sup>th</sup> March 2013 <b>COMPLETE</b>

## Shetland Adult and Child Protection – Draft Publicity Plan – 2013

Event/Activity	Who	Resources/Task	When
Children and Families Day (SCP)	Sarah and Mary	PR Leaflets Wallet Cards, Pens Brochures etc Display Boards	Sept 2013
Tesco's	Kate, Sarah & Mary	Survey PR Leaflets Wallet Cards, Pens Brochures etc Display Boards	Dates to be arranged
Co-op	Kate, Sarah & Mary	Survey PR Leaflets Wallet Cards, Pens Brochures etc Display Boards	Dates to be arranged
Website	Kate and Sarah	News Updates Transfer Child Safe Shetland information to SCPC Website Present stats quarterly to QASC's Unified Website – CP, AP and Domestic Abuse	On-Going COMPLETE On – Going Timescale to be determined
Display Boards	Kate, Sarah and Mary	Prepare information for the boards Contact VAS re borrowing boards – cannot do long term loan Contacted NHS – they have agreed long term loan APC Conference – 18/02/13 at ICC display Completed Childcare Partnership Event – 22/03/13 ICC display Completed Museum and Archives	On-Going Circulation route:- Islesburgh Community Centre – 4/2/13 – 25/02/13 Shetland Recreational Trust, NHS reception, VAS reception, Bolts Shopping Centre Complete – 29/03/13 (3wks)
Carers Cruise	Kate, Sarah and Mary	Survey PR Leaflets Wallet Cards, Pens Brochures etc Display Boards	June 2013
Carers Newsletter	Sarah	AP and CP Adverts	Asked for timescales and adverts given 4/4/2013
VAS Easter Fair	Kate, Sarah and Mary	Survey PR Leaflets Wallet Cards, Pens Brochures etc Display Boards	16 <sup>th</sup> Mar 2013 Table Booked Boards needed to booked via NHS
Voluntary Voice	Sarah	Advertising/ Awareness Raising Information AP and CP Adverts	Feb COMPLETE June 2013 – Asked – they are going to start charging for adverts 4/4/2013 We will just send news items Oct 2013

<b>Mareel</b>	<b>Sarah</b>	<b>Investigate advertising on screen</b>  <b>Poster and Leaflet display</b>	<b>COMPLETE – contacted Dean and Pearl – very expensive</b> <b>COMPLETE – Jan 2013</b>
<b>Northlink Ferries</b>	<b>Sarah</b>	<b>Posters</b>	<b>COMPLETE – Info sent to Local Office and awaiting decision from Orkney Office – Feb 2013</b>
<b>Inter Island Ferries</b>	<b>Sarah</b>	<b>Posters</b>	<b>COMPLETE – Posters and Leaflet sent – Feb 2013</b>
<b>Hospitals and GP Surgeries</b>	<b>Sarah/Kate Kenmure</b>	<b>A3 Laminated Posters – 15 for Adult Protection</b>	<b>COMPLETE – Nov 2012</b>
<b>Hospitals and GP Surgeries</b>	<b>Sarah/Kate Kenmure</b>	<b>A3 Laminated Posters – 15 for Child Protection</b>	<b>COMPLETE – Jan 2013</b>
<b>Care Homes and Libraries</b>	<b>Sarah</b>	<b>A3 AP and CP Posters</b>	<b>2013</b>
<b>Sumburgh Airport</b>	<b>Sarah</b>	<b>Brochures/Posters/Display boards</b>	<b>On-going</b>
<b>North Isles Newsletter</b>	<b>Sarah/Frances Brown</b>	<b>New Article in their leaflet</b>	<b>Mid Feb 2013</b> <b>Article sent</b> <b>Complete</b>
<b>Bus Shelter Advertising</b>	<b>Sarah</b>	<b>Investigate this</b>	<b>Awaiting information from Louise Rosie, SIC Communication</b>
<b>SIC Payslip Advertising</b>	<b>Sarah</b>	<b>Investigate this</b>	<b>Awaiting information from Louise Rosie, SIC Communication</b>
<b>Shetland News SIC Corporate Banner</b>	<b>Sarah &amp; Louise Rosie</b>	<b>Child Protection Advertising</b>  <b>Adult Protection Advertising</b>	<b>COMPLETE – on from 24<sup>th</sup> Jan 2013</b> <b>COMPLETE – on from 11<sup>th</sup> Feb 2013</b>
<b>General Adverts</b>	<b>Sarah</b>  <b>Max/Helen</b>	<b>Article in I'l Shetland Adverts in Shetland Times</b> <b>Adverts on Shetland News Website</b> <b>Radio interviews</b>	<b>On going throughout 2013</b>  <b>APC Conference highlighted on Radio Shetland 18/03/2012</b>
<b>Flu Fair (Lerwick Health Centre)</b>	<b>Sarah/Kate/Mary</b>	<b>General Publicity</b>	<b>Nov 2013</b>
<b>Halliday (Wendy Hand)</b>	<b>Boards only via Wendy</b>	<b>General Publicity</b>	<b>Oct/Nov 2013</b>
<b>Press Releases 4 per year</b>	<b>Communications</b>	<b>Professional Case Studies</b>	<b>?</b>

Sarah Johnston – 4/4/2013

## APPENDIX 7

### Children and Families Day

29th September  
2012

#### Survey Results

Total Number of People Surveyed 61

Y N

Q1 Though a child at risk would you know what to do? 57 4

Q3 Though an adult at risk would you know what to do? 51 10

Q5 Do you know about the SCPC Website 20 41

No of Female 38

No of Male 23

#### Age Ranges

U 16 3

16-21 2

21 under 2

22-34 20

35-44 19

45-54 7

55-64 8

65 over 0

Decline 0

## SUMMARY OF QUESTIONNAIRES

### Tescos Supermarket

12th October  
2012

#### Survey Results

Total Number of People Surveyed 47

Y N

Q1 Though a child at risk would you know what to do? 40 7

Q3 Though an adult at risk would you know what to do? 37 10

Q5 Do you know about the SCPC Website 13 34

No of Female 33

No of Male 14

#### Age Ranges

U 16 0

16-21 3

21 under 0

22-34 3

35-44 10

45-54 7

55-64 12

65 over 12

Decline 0

### Co-op

1st December  
2012

#### Survey Results

Total Number of People Surveyed 49

Y N

Q1 Though a child at risk would you know what to do? 44 5

Q3 Though an adult at risk would you know what to do? 42 7

Q5 Do you know about the SCPC Website 20 29

No of Female 32

No of Male 17

#### Age Ranges

U 16 0

16-21 5

21 under 0

22-34 3

35-44 1

45-54 14

55-64 13

65 over 11

Decline 2

## APPENDIX 8 – TRAINING

### Synopses of evaluations of inter-agency child protection training (2½ day child protection foundation course)

#### Percentage of participants reporting that training objectives were met

**Course 1      12 – 14 November 2012                      Participants: 20 (13 evaluations)**

To provide core information to participants about child abuse	93%
To familiarise participants with Shetland's multi-disciplinary child protection procedures	91%
To provide a multi-disciplinary setting, where participants can share knowledge, skills and experience in child protection work, in a safe and productive way	93%
To encourage development in multi-disciplinary working across agency boundaries	91%

**Course 2      14 – 16 November 2012                      Participants: 17**

To provide core information to participants about child abuse	100%
To familiarise participants with Shetland's multi-disciplinary child protection procedures	99%
To provide a multi-disciplinary setting, where participants can share knowledge, skills and experience in child protection work, in a safe and productive way	97.6%
To encourage development in multi-disciplinary working across agency boundaries	95%

## Other CPC training delivered

### Child Protection Awareness 1-Day/5-Hour Course (Inter-Agency)

Date	Private	SIC	NHS	Voluntary	Childminder	Total
16 April 2012		16				16
12 May 2012		7	2	4	1	14
30 November 2012	2	10	9			21
08 February 2013		10	2	3		15
<b>TOTAL</b>	<b>2</b>	<b>43</b>	<b>13</b>	<b>7</b>	<b>1</b>	<b>66</b>

### General 1-Day Inter-Agency Refresher for 2½-day trained staff

Date	Private	SIC	NHS	Voluntary	Childminder	Total
22 May 2012		9	6	2		17
03 September 2012		9	7	2		18
18 December 2012		11	2			13
11 February 2013		16	2	1		19
<b>TOTAL</b>		<b>45</b>	<b>17</b>	<b>5</b>		<b>67</b>

### Child Protection Chairing Case Conferences

Date	Private	SIC	NHS	Voluntary	Childminder	Total
15 June 2012		5				5
<b>TOTAL</b>		<b>5</b>				<b>5</b>

### Child Protection Procedures Workshop

Date	Private	SIC	NHS	Voluntary	Childminder	Total
19 November 2012		16	1			17
<b>TOTAL</b>		<b>17</b>				<b>17</b>

### Child Protection & Neglect Workshop

Date	Private	SIC	NHS	Voluntary	Childminder	Total
28 November 2012		13	10			23
<b>TOTAL</b>		<b>13</b>	<b>10</b>			<b>23</b>

### AIM 2 Training (Working with Children who Display Harmful Behaviour)

Date	Private	SIC	NHS	Voluntary	Childminder	Total
28 November 2012		13	10			23
<b>TOTAL</b>		<b>13</b>	<b>10</b>			<b>23</b>

## Single-agency Child Protection training

'Keeping Children Safe' basic Child Protection Awareness course for single agencies was delivered as set out below:

Date	Agency	Total
21 May 2012	Disability Shetland	5
18 April 2012	Shetland Recreational Trust	10
09 July 2012	ASN Play Scheme / ASN Department	13
23 Feb 2013	Shetland Recreational Trust	8
16 March 2013	Shetland Recreational Trust	9
21 March 2013	Shetland Recreational Trust	11
<b>TOTAL</b>		<b>56</b>

One day Awareness Raising training was delivered to Schools staff:

Date	Agency	Total
13 August 2012	SIC Schools (during Schools' in service training days)	19
14 August 2012	SIC Schools (during Schools' in service training days)	18
29 October 2012	SIC Schools (during Schools' in service training days)	34
30 October 2012	SIC Schools (during Schools' in service training days)	13
<b>TOTAL</b>		<b>84</b>