

CROYDON COUNCIL

ROLE PROFILE AND PERSON SPECIFICATION

DEPARTMENT: Children Families and Education

DIVISION: Early Help and Childrens Social Care

JOB TITLE: **Child Protection Chair**

ROLE PROFILE

Job Title:	Child Protection Chair
Department:	Children Families and Education
Division:	Early Help and Childrens Social Care
Grade:	Grade 16
Hours (per week):	36
Reports to:	Quality Assurance Manager
Responsible for:	None
Role Purpose and Role Dimensions:	<p>To be responsible, in the role of Chair Person, for providing a safeguarding and reviewing service to children in care and young people. To provide advice and consultation on issues of care planning and quality of services to all agencies involved in caring for children in care and young people. To ensure that children in care and young people receive the services to which they are entitled.</p>
Commitment to Diversity:	<p>The council has a strong commitment to achieving equality of opportunity in its services to the community and in the employment of people. It expects all employees to understand, comply with and promote its policies in their own work, undertake any appropriate training to help them to challenge prejudice or discrimination.</p>
Key External Contacts:	<ul style="list-style-type: none">• Children, young people, their parents and carers• Officers and employees of statutory, private and voluntary agencies and organisations who are involved with the care, education and wellbeing of children and young people.• Cafcass• Advocacy services
Key Internal Contacts:	<ul style="list-style-type: none">• Managers of the Safeguarding and Quality Assurance Service• Social Workers, Team and Service Managers within the Children, Families and Education Service

- Legal Services personnel
- Business Support managers and staff
- Heads of Service and Directors

Financial Dimensions:

N/A

Key Areas for Decision Making:

- To make appropriate decisions and recommendations necessary to ensure that children in care and/or subject to Child Protection plans are protected, safeguarded and receive appropriate services.
- To ensure that within children in care reviews that each child has a written implemented multi-agency plan.
- To ensure that every child subject to child protection plans has a multi -agency protection plan that is implemented and reviewed as part of the conference process.

Other Considerations:

The post will require travel around the London Borough of Croydon and other areas.

Is a satisfactory disclosure and barring check required?
[\(click here for guidance on DBS\)](#)

Enhanced DBS and childrens and adults barred list

What level of check is required?

Is the post politically restricted
[\(Click here for guidance on political restriction\)](#)

No

Is the post exempt from the Rehabilitation of Offenders Act (ROA) 1974
[\(Click here for guidance on ROA \)](#)

select from drop down

Key Accountabilities and Result Areas:

To chair Child Protection Conferences

Key Elements:

This will involve:

- Chairing Child Protection Conferences in accordance with statutory requirements and the London Child Protection Procedures.
- To ensure that case conferences recommend appropriate plans to protect children from significant harm and that the plans are deliverable with measurable outcomes.
- To positively promote and encourage family participation at case conferences and to ensure the wishes of children and young people are clearly noted.
- Where appropriate to ensure that the wishes and feelings of children and young people inform the decision making.
- To ensure that a detailed social work assessment, including an evaluation of risk factors, is prepared for each conference and parents and other conference participants are given an opportunity to consider the report.
- To ensure that all agencies represented at each conference present reports which have been shared with the parents, carers and where possible the child prior to the conference.
- To ensure that every child subject to child protection plans has a multi-agency protection plan that is implemented and reviewed as part of the conference process.
- To refer cases of concern to line managers for whatever reason and be part of a QA process designed to improve practice.
- To advise and recommend on appropriate courses of action to safeguard children as required
- To contribute to the development and delivery of child protection training to Children and Young People's Services staff.

To chair other internal or multi agency meetings

This will involve

- Chairing complex strategy meetings or meetings concerning individual children who may be missing or at risk.
- Chairing multi-agency meetings regarding specific groups of children as requested/required

- Where appropriate, and in consultation with Quality Assurance managers, to chair Child Protection conferences and Child in Need meetings as required with appropriate support.

To provide support to operational teams/services

This will involve:

- Providing a Linking function with teams/services both within the Division and externally to ensure effective partnership working and cooperation
- To provide consultation to social workers and their managers as appropriate regarding care planning and the management of Children in Care
- To raise significant issues regarding care planning and progress to permanence with managers at the appropriate level via both formal and informal approaches
- To support the identification of thematic issues regarding care planning and service delivery.

Confidentiality

- Treating all information acquired through employment, both formally and informally, in confidence. There are strict rules and protocols defining employee access to and use of the council's databases. Any breach of these rules and protocols will be subject to disciplinary investigation. There are internal procedures in place for employees to raise matters of concern regarding such issues as bad practice or mismanagement.

Data Protection

- Being aware of the council's legal obligations under the Data Protection Act 2018 (the "2018 Act") and the EU General Data Protection Regulation ("GDPR") for the security, accuracy and relevance of personal data held, ensuring that all administrative and financial processes also comply.
- Maintaining customer records and archive systems in accordance with departmental procedures and policies as well as statutory requirements.
- Treating all information acquired through employment, both formally and informally, in accordance with the **Workforce Data Protection Policy**.
- There are strict rules and protocols defining employee access to and use of the council's databases. Any breach of these rules and protocols will be subject to disciplinary investigation. There are internal procedures in place for employees to raise matters of concern regarding such issues as bad practice or mismanagement.

Equalities and Diversity

- The council has a strong commitment to achieving equality of opportunity in its services to the community and in the employment of people. It expects all employees to understand, comply with and promote its policies in their own work, undertake any appropriate training to help them to challenge prejudice or discrimination.

Contribute as an effective and collaborative team member

This will involve:

- Participating in training to demonstrate competence.
- Undertaking training as required for the role.
- Participating in the development, implementation and monitoring of service plans.
- Championing the professional integrity of the service.

Person Specification

Job Title:	Child Protection Chair
Essential knowledge:	<p>All relevant statutory guidance and legislation which deals with CIN, CP and LAC including:</p> <ul style="list-style-type: none">• The Children Act 1989 and 2004• Working Together to Safeguard Children 2015• The London Child Protection Procedures <p>Relevant research evidence around effective interventions to help children and families. Child development.</p>
Essential skills and abilities:	<p>Expertise in working on Children in Care cases. Skills in chairing complex meetings. The ability to manage complex information, contribute to plans and achieve excellent outcomes in service delivery. High level analytical skills and able to conceptualise in terms of outcomes. Research knowledge of development and what works to help children. Research knowledge of the impact on children of domestic violence, parental drug abuse and mental health. Ability to work within a Systemic Framework. Excellent level of written and oral communication skills. Ability to inspire and lead in respect of good practice. Able to influence and persuade effectively. Able to engage and communicate with children, young people and parents Ability to adapt to changing circumstances and transfer chairing skills to a variety of settings and requirements.</p>
Essential experience:	<p>Working effectively on safeguarding and complex LAC cases. Experience of achieving good outcomes in safeguarding and LAC cases. Experience of applying evidence based interventions. Experience of contributing to service improvement initiatives. Experience of enabling and empowering others to develop their practice. Experience of working effectively in partnership with a range of others</p>
Special conditions:	<p>A recognised social work qualification is required and registration with the HCPC. Travel out of Borough will be required.</p>