

**REVISED SEPTEMBER 2019**

**ESCB Process for 'Rapid Review' of cases (as per WT2018 and Panel guidance)**

This process is to be actioned by all agencies with immediate effect upon receipt of a request by the ESCB for information regarding a referral for a review – the form that we will use is attached in Appendix 1 of this revised guidance.

It is essential that all agencies comply with the new timeframes so that we are compliant with the new guidance as set out in Working Together 2018.

**ESCB revised timelines**

| Day | National Requirement | Local ESCB Action  | Lead   |
|-----|----------------------|--|--|
| 1-2 |                      | Once ESCB is notified of serious child safeguarding case by Local Authority ( <i>NB the LA must inform the National Panel within 5 working days of being aware of a serious safeguarding case</i> ):<br><br>Send referral to Chair of Child Safeguarding Practice Review Sub-committee, ESCB Lead for Safeguarding and ESCB Business Manager for initial views on whether case should proceed to a review (copy in the 3 key partner leads Health (CCG), Local Authority and Police) | Serious Case Review Project Officer/ ESCB Business Manager |
| 3   |                      | Send referral to all members of the Child Safeguarding Practice Review Sub-committee (including leads for the 3 key partners – Local Authority, CCG & Police) advising of referral and request a brief summary of involvement with the family (information required within 72 hours – 3 days)  | Serious Case Review Project Officer                        |
| 6-7 |                      | Collate initial information regarding agency involvement in the case and send composite to Child Safeguarding Practice Review Sub-committee requesting views on  | Serious Case Review Project Officer                        |

|            |   |   |  |
|------------|---|---|--|
|            |   | whether the case meets the criteria for a review based on the information known at that point (information required within 72 hours – 3 days)   |  |
| 10 -13     |   | Discussion and decision by Chair of Child Safeguarding Practice Review Sub-committee, ESCB Lead for Safeguarding, ESCB Business Manager and 3 key partners-including identification of any immediate or urgent actions for agencies | Assistant Chief Constable to ratify the decision on behalf of the 3 partners |
| 14-15      | Notification of Decision to National Panel (required by Day 15) | Notification of rapid review decision to National Panel by ESCB together with justification of decision (copied to nominated leads and 3 key partners)  | ESCB Business Manager  |
| Next Steps |   | <ul style="list-style-type: none"> <li>• Identify reviewer if appropriate</li> <li>• Convene consideration panel</li> <li>• Await National panel decision</li> </ul>  |  |

### **Points to note:**

- In absence of a nominated lead from a partner agency – then a nominated deputy will carry out the role.
- Potential decisions for the Rapid Review are:
  - Local Child Safeguarding Practice Review – however recommending that the national panel take over the case as being of national importance.
  - Local Child Safeguarding Practice Review – no apparent national importance issues to recommend to the Panel
  - Alternative local process re auditing agency involvement: e.g. Multi-agency case audit of a particular aspect of this case or a thematic audit of a number of similar cases
  - No further action
- All decisions need to be clearly justified in concise terms at the time of the decision.

This updated process is in line with the new statutory requirements effective immediately for Multi Agency Safeguarding Partnerships/Boards to carry out a rapid review process of any new cases and inform the panel of an initial decision of whether or not to carry out a review within 15 days.

It is thus **essential** that all partners adhere to these timelines for the initial investigation.

If we are notified of a case you will be sent an information request form which is also attached in the Appendix 2 of this process guidance.

Thank you for your cooperation

Alison Cutler, Business Manager ESCB

## **Appendices**

### **Appendix 1**

#### **Extract from Working Together 2018 re Rapid Review of Cases**

*“The Rapid Review*

*The safeguarding partners should promptly undertake a rapid review of the case, in line with any guidance published by the Panel. The aim of this rapid review is to enable safeguarding partners to:*

- *gather the facts about the case, as far as they can be readily established at the time*
- *discuss whether there is any immediate action needed to ensure children’s safety and share any learning appropriately*
- *consider the potential for identifying improvements to safeguard and promote the welfare of children*
- *decide what steps they should take next, including whether or not to undertake a child safeguarding practice review*

*As soon as the rapid review is complete, the safeguarding partners should send a copy to the Panel. They should also share with the Panel their decision about whether a local child safeguarding practice review is appropriate, or whether they think the case may raise issues which are complex or of national importance such that a national review may be appropriate. They may also do this if, during the course of a local child safeguarding practice review, new information comes to light which suggests that a national review may be appropriate. As soon as they have determined that a local review will be carried out, they should inform the Panel, Ofsted and DfE, including the name of any reviewer they have commissioned.”*

#### **Extract from Letter of Edward Timpson, Chair of the national Child Safeguarding Practice Review Panel accompanying the publication of Working Together 2018.**

*“..in the first six months our focus will be on working with you to make sure that we develop a system which is dynamic and effective as well as one which secures the timeliness we all appreciate is required.*

*However, we need to establish a timely process now for how we respond to serious child safeguarding incidents and so from 29 June we expect:*

- *Local Authorities to notify the Panel of any serious incident within five working days; and,*
- *Safeguarding Partners to undertake a rapid review into all serious child safeguarding cases promptly and complete this within fifteen working days of becoming aware of the incident.*

*Guidance on the rapid review is in Working Together 2018. Working Together also sets out that the National Panel should reply promptly. The Panel will be meeting every two to three weeks from July to December and we will aim to respond promptly with a decision on the majority of cases within fifteen working days of a rapid review being received.”*

Appendix 2

## Essex Safeguarding Children Board

Referral Child **XX**

### Agency Involvement Summary Template

**(Completed form must be returned to the ESCB within 72 hours of receipt)**



**Name of Agency:**

**Name of Respondent:**

**Position within organisation:**

**Date:**

**Family Composition:**

**Enter details**

- 1. Briefly describe your agency's involvement with the subject and/or the family.** (Please include a brief summary of any relevant information that may assist the Child Safeguarding Practice Review (CSPR) Sub-Committee in deciding whether the case meets the criteria for a CSPR or an alternative review. Once agreed, a further request for more detailed information will be sent to involved agencies)
  
- 2. Are you aware of a further organisation not included on the list of agencies that may have relevant information to this case?**

**PLEASE RETURN YOUR COMPLETED SUMMARY TO;**

secure email: [alexandra.stebbing@essex.gov.uk.cjism.net](mailto:alexandra.stebbing@essex.gov.uk.cjism.net)

**All responses are to be received by date**