

Terms of Reference for the Education Sub-Group

Background

The Lincolnshire Safeguarding Children Partnership has agreed the following strategic priorities for the 2018-2021 Business Plan:

- *Tackling Child Exploitation*
- *Enhancing the Emotional Wellbeing of Children and Young People*
- *Promoting Healthy Relationships*
- *Working Together to Recognise Risk Making Behaviours*
- *Identify and Reduce the Impact of Neglect on Children and Young People.*
- *Identify and Reduce the impact of Domestic Abuse on Children, Young People and their Families*

Purpose

To engage education providers in the business of the LSCP and build a shared understanding of priorities to support schools and colleges in promoting the welfare of their pupils. The group aims to help Schools manage the fine balance between the need to educate children whilst meeting the requirement to safeguard pupils and promote their welfare.

The group will report into the Operational Delivery Group and Strategic Management Group via the LSCP Business Manager.

Objectives

- Through its function, the group will promote effective working relationships between member agencies, professional groups, and voluntary organisations.
- To identify the needs of Education Services in Lincolnshire to safeguard children.
- To raise the profile of the work of the LSCP and share the learning with the wider education community.
- The group will provide support and guidance to aid the development, review and maintenance of the relationship between Education services and other professionals.
- To coordinate, develop, monitor and evaluate how the Partnership supports education providers, and how education providers are supported and then meet the needs to safeguard children.
- To facilitate shared learning and gain a better understanding of developments in LSCP policy and training which have come about in response to changes in legislation, the changes in service needs, and the implication of Significant Incident Reviews both locally and nationally.
- The Chair is to be responsible for reporting to the operational delivery group on an annual basis, or when required.
- To fulfil the identified strategic priorities in the LSCP business plan and the agreed Education Sub group objectives.

Expectations

- All actions from sub group meetings to be finalised/rationalised and fed back via the action log 10 days prior to the next meeting.
- The sub group will meet a minimum of 6 times per year.
- Papers and agenda will be ready no less than 7 days prior to the meeting

- The action log and draft minutes will be circulated no later than 10 working days after the meeting. Draft minutes will be agreed by the sub group chair and uploaded to the web site 7 days prior to the meeting.
- Actions will be completed in time for the following meeting of the sub group
- Updates on actions to be sent to Administrators 7 days prior to the meeting.
- In order to ensure the group maintains momentum and delivery is sustained, it is an expectation of the sub group that any materials produced will not require tabling on more than two occasions.
- Mobile phones will not be answered without prior consent of the chair at the beginning of the meeting.

Meetings and attendance

The subgroup can invite and co-opt temporary membership in order to develop and deliver a particular piece of work. This co-opted member does not hold voting rights.

Quoracy

To be Quorate the Sub group will require, in addition to the Chair, the presence of 3 members of the group representing at least 3 different schools.

In order to ensure the group is quorate and business can be effectively delivered, all agencies are expected to be represented by one member of staff who has an understanding of the strategic priorities relating to the Partnership and sub group. Where attendance of one named member is not possible, it is expected that a suitable deputy be identified, and that they are properly briefed by the group member to ensure active contribution.

Representation at the sub group is expected to be no less than 75%

Membership

Sub-Group Membership	
Name/Role	Agency
Neil Allan (Chair)	Queen Elizabeth's High School
TBC (Vice-Chair)	TBC
Education Providers	Lincolnshire education settings
Clare Rowley, LSCP Manager	LSCP
Zoe Walters, LSCP Audit and Policy Officer	LSCP
Caroline Mogg, CSE Prevention Coordinator	LSCP
Mary-Ann Round and Karen Hackett Learning and Development Officers	LSCP
Jill Chandar-Nair, Team Manager	LCC, Children's Services
Ruth Fox, Safeguarding & Education Welfare Supervisor	LCC, Children's Services
Rachael Powis, Local Authority Designated Officer	LCC, Children's Services
Tracey Nicholson, Senior Early Help Consultant	LCC, Children's Services
Dan Hawbrook, Stay Safe Officer	LCC, Safer Lincolnshire Partnership
Kathryn Smith, Stay Safe Coordinator	LCC, Safer Lincolnshire Partnership

In Attendance	
Name/Role	Agency
LSCP Administrator	LSCP

In Attendance	
Name/Role	Agency

Deputies

Members are expected to attend, but named deputies are to be provided, and are to attend and be briefed on the groups' business, only if necessary.

Approval

Date	Status	By
08.07.20	Approved	ESG