



Stoke-on-Trent Multi-Agency Operational Child Sexual Exploitation Panel

Operating Principles

This document should be read in conjunction with the 'Staffordshire and Stoke-on-Trent Safeguarding Children Board Child Sexual Exploitation Strategy 2012'¹ and Stoke-on-Trent Safeguarding Children Board Policy Framework Information Sharing Protocol²

Purpose of the CSE Panel³

- To identify children and young people at risk of sexual exploitation
- To assess and manage risk⁴
- To monitor plan until risks have reduced and are safely managed
- To identify offenders and inform police investigation and prosecution

Bringing cases to CSE Panel

Anyone working with children can bring a case to CSE Panel for discussion. They should complete a risk factor matrix to determine level of risk and speak to the CSE Social Worker or Strategic Manager Safeguarding & QA at CSE@stoke.gcsx.gov.uk⁵ with the name, date of birth and school/college. They will be given a slot to attend the next CSE Panel.

These operating principals do not supplant, replace or override any current safeguarding procedures

Membership of the CSE Panel

The following agencies are members of the CSE Panel:

Stoke-on-Trent Vulnerable Children & Corporate Parenting, Staffordshire Police Child Exploitation Team, Base 58, YOS, Youth Service, Education Welfare, STAR (Teenage Pregnancy), CAMHS, T3, SCB Education Safeguarding, Integrated Sexual Health Services, Shaftesbury, Stoke-on-Trent College, YMCA & Savana.

The role of panel members

- To attend monthly Panel or send an appropriate deputy from their agency
- Contribute to information sharing
- Implement appropriate level of disclosure of information to enable integrated working with partner agencies to safeguard children and young people
- Contribute to the actions agreed and report back on progress and outcomes from their own agency

¹ <http://www.safeguardingchildren.stoke.gov.uk/ccm/navigation/professionals/child-sexual-exploitation/>

² http://webapps.stoke.gov.uk/uploadedfiles/D14_Section_4H_a-Child_Sexual_Exploitation_policy_24_09_13.pdf

³ See ToR attached

⁴ See risk factor matrix in appendix 1

⁵ See contact details in appendix 2

- Represent and act as a communication link with their own agency (and MACAROSE representative)

The role of lead worker attending CSE Panel

A lead worker will be invited to attend CSE Panel at a specific time in relation to a child or young person they are working with. This may be a social worker or workers from locality services, schools or other agencies. The lead worker's role at panel is:

- To attend at time invited or provide email update to CSE SW/Chair
- To complete and update risk factor matrix
- Follow up actions agreed

The role of the Chair

- Ensure that everyone has an opportunity to share agency information
- Manage meeting so conducted within time allowed
- Oversee administration of agenda and record of meeting/actions

The role of CSE Social Worker

- Coordinate the response and intervention of children's social care and partner agencies between panels
- Be the VCCP point of contact for services working with children, including schools and provide oversight of those children and young people who are identified as being at risk of or being sexually exploited by the police Child Exploitation Team and through the monthly multi-agency operational CSE panel
- Link with other local authorities as necessary
- Be the conduit of information in absence of lead worker

Information sharing

Agencies should apply the principles outlined within the Safeguarding Children Board Information Sharing Protocol.⁶ All practitioners and managers who work with children and families will need to make decisions about sharing personal and confidential information on a case by case basis.

Working together 2013 is explicit in stating that "fears about sharing information cannot be allowed to stand in the way of the need to promote and protect the safety of children"

⁶ http://webapps.stoke.gov.uk/uploadedfiles/A07_Information_Sharing_Protocol_June_2012.pdf

Consent should not be sought if by so doing it might place a child at risk of significant harm or prejudice the prevention, detection or prosecution of a serious crime, which is likely to cover most criminal offences relating to children.

The key factor is proportionality and where in most cases it will be appropriate to seek consent, there are some cases where it is not. As cases involving the sexual exploitation of children involve both significant harm to children and young people and the prevention, detection and prosecution of crimes, it may not be appropriate to let a person know that information is being shared nor to seek consent to share.

Retaining and storing CSE Panel Information

CSE Panel members and Lead workers should ensure that the child's agency record includes panel discussion and completed risk factor matrix

Representatives should ensure that they have physical and electronic storage security for the stored data and that there is awareness, training and management of the systems where the information is stored

Regular review

These operating principles will be reviewed by panel members annually (November).

Terms of Reference

Stoke-on-Trent Child Sexual Exploitation (CSE) Multi-Agency Panel

'Tackling Child Sexual Exploitation'

Aims

- To identify children and young people at risk of sexual exploitation
- To assess and manage risk*
- To monitor plan until risks have reduced and are safely managed
- To identify offenders and inform police investigation and prosecution

Objectives

Maintain delivery of an operational multi-agency panel to manage risk relating to individual children and young people to link with strategic MACAROSE- Multi Agency Forum for Children at Risk of Sexual Exploitation

Consider referrals from agencies working with children and young people and assess risk in multi-agency forum to ensure consistent response and access to services.

Structure

The panel is an operational forum where all new referrals about children and young people at risk of sexual exploitation are considered and subsequently monitored until risk is reduced. The panel identifies the level of risk. The responsibility for case management remains with the identified lead professional.

A higher level strategic group meets to consider wider issues arising from this group to inform work of MACAROSE.

Scope

Children & young people up to the age of 18 years living in Stoke-on-Trent. The panel will also consider young adults where associating with younger people.

Accountability

- Professionals are accountable to their own agencies
- Stoke-on-Trent Safeguarding Children Board

Membership

Membership is currently made up of three core agencies

- Children & Young People's Services Vulnerable Children & Corporate Parenting
- Staffordshire Police
- Brighter Futures (Base 58)

&

- STAR (Teenage Pregnancy Service)
- Integrated Sexual Health Service
- T3
- Education Welfare,
- Youth Offending Service,
- Youth Service
- CAMHS
- Stoke College
- SCB Education Development Officer
- Shaftesbury/Virtual School
- Savana
- YMCA

Frequency

Monthly

Chairing

The Strategic Manager Safeguarding & Quality Assurance chairs the Panel to provide link between operational and strategic groups. Chairing arrangements will be reviewed when process established.

Administration

Notes will be taken of discussion and level of risk and actions recorded. All information sent to agencies should be sent through secure email addresses or password protected and stored securely.

**Stoke-on-Trent & Staffordshire Safeguarding Children Board Inter-Agency Procedures for Safeguarding Children and Promoting their Welfare - Risk Factor Matrix*

Appendix

1.Risk factor matrix	 Risk Factor Matrix.doc
2.CSE SW contact details	Angela Davenhill 101 x 3616 Angela.davenhill@stoke.gov.uk CSE@stoke.gcsx.gov.uk 07769238950