

Isle of Wight Council

Job Description



Identifying Facts	
Title of Post: Independent Reviewing Officer and Child Protection Chair	
Directorate: Children's Services	Post No: 50039346
Section: Safeguarding Unit	Date: December 2021
Responsible to: Lead IRO	

Job Purpose

1. To help implement and embed revised approach to Child Protection Conferencing, which ensures that the outline plans capture and harness the family strengths and address the concerns.
2. To explore and practice innovative mechanisms to ensure the views of children and young people are heard in CP and LAC reviews.
3. To chair multi agency looked after children reviews, child protection conferences, as required. To provide specialist consultation and quality assurance to continually improve social work practice and outcomes for children.
4. To be responsible for decision making at conferences and reviews ensuring there is a framework for reviewing compliance with plans made.
5. To ensure that all plans are child centred, outcome focused. Ensure that plans capture the strength and resilience factors of the child and family, alongside the concerns.
6. To build and maintain relationships with key partners to improve outcomes for children.
7. To ensure that all reviews of looked after children and child protection conferences are held within statutory timescales and to an appropriate standard, quality and effectiveness.
8. To monitor performance to ensure that the views of the child are understood and taken into account and to monitor the performance and activity of the local authority in their role as corporate parents.

Major Tasks

1. Promote equality as an integral part of a role and treat everyone with fairness and dignity.

2. To develop and maintain a generic skill set that allows the Isle of Wight Council to employ your skills, abilities and experience across the Council and its formal partnerships as needed
3. To discharge the relevant duties to the role as set out in the IRO handbook, regulations and Working Together 2018.
4. To complete child focused and concise minutes with statutory timescales and to a high standard.
5. To participate in the Safeguarding Unit's auditing schedule.
6. To quality assure written reports provided for Child Protection Conferences and Looked After Children Reviews.
7. To chair reviews and conferences effectively, ensuring that all participants from all agencies involved in cases, have an opportunity to recognize the family strengths, explore the concerns and contribute to plans to support the family moving forward.
8. To ensure that any safeguarding and practice issues identified are appropriately raised and resolved.
9. To enable the child to have a voice in meetings, meeting beforehand to discuss with them the issues they want to or want to have raised and supporting their attendance.
10. To ensure that parents have an opportunity to make their views known during the course of the meeting and are clear about any recommendations, actions and plans that are made involving them and their family.
11. To bring those meetings to a close summarising the position reached and making any decision clearly, and requesting all actions from professionals as appropriate.
12. To make decisions to defer the meeting when there is insufficient information on which to make a decision.
13. To ensure that dates for subsequent meetings fit within the statutory timescales for conferences and reviews.
14. To provide information to help form a view about practice across the authority so that safeguarding concerns, risks and issues are addressed and improvements made.
15. To be part of the duty system so that all issues are dealt with in a timely way.

16. To chair other meetings as and when required, if required in defined circumstances.

Leadership of Practice Issues

1. To create and maintain links with senior managers, team managers and social workers in order to improve safeguarding, outcomes and standards for children in care, and children in need of protection.
2. To provide independent professional leadership around practice matters and advice for staff within children's services.
3. To maintain knowledge of relevant legislation and research, to ensure that services respond proactively to required changes.

Quality Assurance

1. To be available for consultation and advice on case matters when required, taking a lead role, where appropriate.
2. To undertake Management Reviews of individual cases as and when required provided they have not been involved with the relevant case or line management thereof.
3. To audit cases on themes identified locally to ensure safety of practice.
4. To provide feedback to social workers and their managers to enable improvements in the review and conferencing process.
5. Ensure that all meetings and business are conducted in line with relevant procedures, timescales and to required standards.
6. Ensure that practice issues and drift is dealt with promptly, in an appropriate manner and in line with relevant guidance and regulations and the Resolution Framework.
7. Promote equality as an integral part of a role and treat everyone with fairness and dignity.
8. To develop and maintain a generic skill set that allows the Isle of Wight Council to employ your skills, abilities and experience across the Council and its formal partnerships as needed.

Generic quality statement: The Isle of Wight Council expects that its staff will adhere to its policies and procedures. All members of staff are expected to be familiar with procedures and undertake appropriate activities to support their learning and development.

Safeguarding - The Isle of Wight Council is committed to safeguarding and promoting the welfare of children and vulnerable adults and operates stringent safer recruitment practices.

Diversity and Equality - All employees are expected to treat others with dignity and respect.

Health and Safety - The Isle of Wight Council has a duty to protect employees and all employees have a duty to protect themselves and others from harm as far as is reasonably practicable.

Data Protection and ICT Security – All employees are required to ensure that any information or data collected or input in to a council system complies with the standards set out and any associated processes that are specific to an area of work.

This job description is correct as at the date given above. In consultation with the postholder it is liable to variation by management to reflect or anticipate changes to the job. As a term of employment the postholder may be required to undertake other duties in this post or, following consultation, any other post in any of the Isle of Wight Council's Directorates.