

Quality Assurance Group Terms of Reference

1. Purpose

- 1.1** To monitor the individual and collective effectiveness of stakeholder agencies contributing to the SCB as they carry out their duties to safeguard and promote the welfare of children on the Isle of Man.
- 1.2** To support and advise the SCB in achieving the highest standards in safeguarding and promoting the welfare of children on the Isle of Man.
- 1.3** To inform the SCB of identified and or potential areas of risk to children.

2. Roles and Responsibilities

- 2.1** To develop and deliver on a dynamic workplan.
- 2.2** To continuously review the multi-agency Performance Management Framework (dataset) to ensure that this is consistent with agreed frameworks, taking full regard of best practice datasets utilised in other jurisdictions. The QA group will provide regular review of trends and identify areas of practice that warrant further analysis and investigation the results of which will be presented to the SCB.
- 2.3** To encourage the use of a reporting and learning system for low level multi-agency incidents and near misses.
- 2.4** To receive the results of single agency audits pertaining to the safeguarding of children, for comment and recommendations if necessary.
- 2.5** To receive recommendations arising from Serious Case Reviews, other reviews/inquiries and audits relating to the safeguarding of children and to monitor evaluate and/or audit progress as directed by the SCB.
- 2.6** To ensure the SCB is informed promptly of any indicators of concern regarding safeguarding children practice in the Isle of Man which arises from the work of the group.
- 2.7** To share best practice and research findings with the SCB wider board members.
- 2.8** To ensure that the findings and recommendations of the QA group in relation to its activities are communicated to the SCB Strategic Core.
- 2.9** Contribute to SCB's Annual Report.

3. Accountability

3.1 The group is accountable to the SCB and the Chair will report directly to the SCB.

4. Administration

4.1 The Chair has responsibility for providing administrative support to their group.

4.2 Draft minutes of Group meetings will be produced by the Administrator within 7 working days and forwarded to the Chair for approval.

4.3 The Chair to respond within 5 working days with any amendments.

4.4 Minutes will be copied to all group members, all Operational Group chairs and the Chair of the SCB.

08.08.11