

‘Safeguarding is everyone’s business’

Safeguarding Children Board and Safeguarding Adults Partnership Communication and Engagement Plan 2015 – 16. (Yr1)

4 key messages, 5 target groups, 11 communication methods.

	Action	How will this be measured?	Timescale	Lead
1.	Review, update and develop Safeguarding Children Board website	Previous PCB website reviewed and updated Fully revised safeguarding website developed Launch brand new SCB/SAP website 2016	2 nd update Dec 2015. Nov 2015 – Feb 2016 Feb Safeguarding Forum	GM/KHO PB /GTS PB
2.	Create a Safeguarding Adults Partnership website	Launch of website 2016	Feb Safeguarding Forum	PB/GTS
3.	Produce a Quarterly Safeguarding headline report	Headline Report agreed format Reports produced, distributed and uploaded onto website	Qtr 3. (Dec 15) Qtr 4. (Mar 16)	PB/GM
4.	Follow up on parent /carer support and information gap analysis and develop	Key gaps and information requirements for parents and carers identified.	Nov 15	KHO /GM

	opportunities for parent / carer involvement	Levels of Parents and Carers engagement increase	Mar 16	KHO
5.	Develop SCB /SAP Branding	High quality and consistent branding across all publications	Feb 15	AIG / Comms Group
6.	Produce range of information leaflets	Wide range of high quality leaflets available Feedback from service users and staff	Feb 15	AIG / Comms Group
7.	Establish Safeguarding Forum events	Safeguarding Forum x 2 per year Attendance and delegate evaluation	Feb 15	GM/KHO/HP
8.	Audit action taken in relation to the identified Target Groups within the 'Communication and Engagement Strategy'	Feedback from target groups	Mar 16	QA Group / CSP
9.	Audit effectiveness of the identified communication methods within the Communications and Engagement Strategy	Feedback from target groups	Mar16	QA Group
10.	Audit mitigating actions in relation the identified Communication risks within the	Risks mitigated	Mar 16	QA Group

	Communications and Engagement Strategy			
11.	Develop Children Services Common Language / Understanding Strategy	Thematic audit to 'test' consistency of understanding of key terms used across children services	Mar 16	CSP
12.	Alignment of CSP Vol Sector Engagement and 'Participation through Partnership' Strategies in relation to safeguarding agenda	Strategies aligned with consistent safeguarding messages	Mar 16	CSP