

From Safeguarding children and young people: roles and competences for health care staff. INTERCOLLEGIATE DOCUMENT. Third edition: March 2014

## **Board Level for Chief Executive Officers, Trust and Health Board Executive and non executive directors/members, commissioning body Directors**

It is envisaged that Chief Executives of healthcare organisations take overall (executive) responsibility for Safeguarding and Child protection strategy and policy with additional leadership being provided at board level by the executive director with the lead for safeguarding. All board members must have a level of knowledge equivalent to all staff working within the healthcare setting (level 1) as well as additional knowledge based competencies by virtue of their board membership, as outlined below. All boards should have access to safeguarding advice and expertise through Designated or Named Professionals.

Commissioning bodies have a critical role in quality assuring providers systems and processes, and thereby ensuring they are meeting their safeguarding responsibilities. Designated safeguarding professionals within commissioning organisations provide expert advice to commissioners.

The roles of Chair, CEOs, Executive Board Leads and Board members will be described separately:

### **Chair**

The Chair of acute, mental health and community Trusts and commissioning bodies are responsible for the effective operation of the Board with regard to Safeguarding Children and young people

#### **Key Responsibilities for Chairs**

- To ensure that the role and responsibilities of the NHS organisation board in relation to Safeguarding Children are met
- To promote a positive culture of safeguarding children across the Board through assurance that there are procedures for safer recruitment; whistle blowing; appropriate policies for safeguarding and child protection and that these are being followed; and that staff and patients are aware that the organisation takes child protection seriously and will respond to concern about the welfare of children
- To ensure that there are robust governance processes in place to provide assurance on safeguarding and child protection
- To ensure good information from and between the organisation board or board of directors, committees, council of governors where applicable, the membership and senior management on safeguarding and child protection'

### **Chief Executive Officer (CEO)**

The CEO of acute, mental health and community Trusts and commissioning bodies must provide strategic leadership, promote a culture of supporting good practice with regard to Safeguarding Children within their organisations and promote collaborative working with other agencies.

#### **Key Responsibilities of CEOs**

- To ensure that the role and responsibilities of the NHS board in relation to Safeguarding Children are met
- To ensure that the organisation adheres to relevant national guidance and standards for Safeguarding Children
- To promote a positive culture of safeguarding children to include: ensuring there are procedures for safer staff recruitment; whistle blowing; appropriate policies for safeguarding and child protection (including regular updating); and that staff and patients are aware that the organisation takes child protection seriously and will respond to concern about the welfare of children
- To appoint an Executive Director lead for safeguarding
- To ensure good Safeguarding Children practice throughout the organisation
- To ensure there is appropriate access to advice from Named and Designated professionals
- To ensure that operational services are resourced to support/respond to the demands of Safeguarding Children effectively

- To ensure that an effective Safeguarding Children training and supervision strategy is resourced and delivered
- To ensure and promote appropriate, safe, multiagency//interagency partnership working practices and information sharing practices operate within the organisation

### **Executive Director Lead**

There should be a nominated Executive Director board member who takes responsibility for safeguarding children issues. The Executive Director lead will report to the NHS Board on the performance of their delegated responsibilities and will provide leadership in the long term strategic planning for Safeguarding Children services for children across the organisation supported by the Named and Designated professionals.

Boards should consider the appointment of a Non Executive Director (NED) board member to ensure the Organisation discharges its safeguarding responsibilities appropriately and to act as a champion for children and young people.

### **Key Responsibilities of the Board Executive Director lead**

- To ensure that safeguarding is positioned as core business in strategic and operating plans and structures
- To oversee, implement and monitor the ongoing assurance of safeguarding arrangements
- To ensure the adoption, implementation and auditing of policy and strategy in relation to safeguarding
- Within commissioning organisations to ensure the appointment of Designated Professionals
- Within commissioning organisations to ensure that provider organisations are quality assured for their safeguarding arrangements
- Within both commissioning and provider organisations to ensure support of named/designated lead professionals across primary and secondary care and independent practitioners to implement safeguarding arrangements
- To ensure that there is a programme of training and mentoring to support those with responsibility for safeguarding.
- Working in partnership with other groups including commissioners/providers of health care (as appropriate), local authorities and police to secure high quality, best practice in Safeguarding Children for children
- To ensure that serious incidents relating to safeguarding are reported immediately and managed effectively

### **Key Responsibilities of the Non Executive Director Board lead**

- To ensure appropriate scrutiny of the Organisation's safeguarding performance
- To provide assurance to the Board of the Organisation's safeguarding performance

### **Core competences for all Board members**

All Board members/commissioning leads should have Level 1 core competencies in safeguarding and must know the common presenting features of abuse and neglect and the context in which it presents to health care staff. In addition Board members/commissioning leads should have an understanding of the statutory role of the Board in safeguarding including partnership arrangements, policies, risks and performance indicators; staff's roles and responsibilities in safeguarding; and the expectations of regulatory bodies in safeguarding. Essentially the board will be held accountable for ensuring children and young people in that organisations care receive high quality, evidence based care and are seen in appropriate environments, with the right staff, who share the same vision, values and expected behaviours.

Competences should be reviewed annually as part of appraisal.

### **Knowledge, skills, attitudes and values**

In addition to Level 1 Board members/commissioning leads should have the following:

#### **Knowledge**

- Knowledge of public health consequences and financial cost to the health economy of child maltreatment, care of survivors into adulthood and Looked after Children

- Knowledge of agencies involved in Safeguarding Children, their roles and responsibilities, and the importance of interagency co-operation
- Knowledge about the statutory obligations to work with the local Safeguarding children's board and other safeguarding agencies including the voluntary sector.
- Knowledge of the ethical, legal and professional obligations around information sharing related to safeguarding and child protection
- Knowledge about the statutory obligation to be involved, participate and implement the learning from Serious or Significant Case Reviews (SCRs) and other review processes
- Knowledge about the principles and responsibilities of the organisation's/staff's participation with the Child Death Review Process.
- Knowledge about the need for provision of and compliance with staff training both within commissioning and provider organisations as an organisational necessity
- Knowledge about the importance of Safeguarding Children policies with regard to personnel, including use of vetting and barring and safe recruitment and the requirement for maintaining, keeping them up to date and reviewed at regular intervals to ensure they continue to meet organisational needs
- Knowledge about the regulation and inspection processes and implications for the organisation if standards are not met by either commissioners or providers
- Knowledge about the importance of regular reporting and monitoring of safeguarding arrangements within provider organisations.
- Knowledge about Board level risk relating to safeguarding children and the need to have arrangements in place for rapid notification and action on Serious Untoward Incidents
- Knowledge and awareness about the requirement of the Board to have access to appropriate high quality medical and nursing advice on Safeguarding Children matters from lead/Named/Designated and nominated professionals

### **Skills**

- To be able to recognise possible signs of child maltreatment as this relates to their role
- To be able to seek appropriate advice and report concerns
- To have the appropriate Board level skills to be able to challenge and scrutinise safeguarding information to include performance data, Serious Incidents/SCRs, partnership working and regulatory inspections to enable appropriate assurance of the organisation's performance in safeguarding.

### **Attitudes and values**

- Willingness as an individual to listen to children and young people and to act on issues and concerns, as well as an expectation that the organisation and professionals within it value and listen to the views of children and young people.
- Willingness to work in partnership with other organisations/patients and families to promote safeguarding
- Willingness to promote a positive culture around safeguarding within the organisation.