



July 2016

## PRACTICE GUIDANCE

### Child Sexual Exploitation Conferences

#### Identifying the need for and requesting a CSE conference

- The decision to request a CSE conference can only be made during or following a s47 Strategy Enquiry. The rationale for pursuing a CSE conference rather than a CP conference must be clearly recorded in the completed s47 document. The difference between the two plans is usually linked to significant concerns regarding neglect, parental engagement or willingness to work with agencies to safeguard their child. .
- A Pan Cheshire CSE screening tool **must** be completed to inform all strategy discussions where CSE is a primary concern. The views of the parent(s) and child must be sought in completion of the form. It is not expected that practitioners use the form as questionnaire with the parent or child; instead, it should be used to guide discussion. The CSE Screening tool should include the views and comments of all participating agencies. <http://www.cheshireeastlscb.org.uk/professionals/child-sexual-exploitation.aspx>
- Strategy discussions must be multi agency and include all those professionals involved with the child.
- A consultation with the duty IRO must be undertaken within one working day of the strategy discussion as the IRO provides both a quality assurance and gatekeeping function. Once this discussion has taken place and CSE conference has been agreed the allocated Social Worker must within one working day provide a list of invitees to the Safeguarding and Quality Assurance Unit Business Support Team. The date of the conference will be provided on receipt of the invite list.

## Initial CSE Conference

- The Initial CSE Conference must be convened within 15 working days of the Strategy meeting that initiated s47 enquiries.
- In order to make informed decisions, CSE Conferences will have the same requirement for quoracy as Child Protection Conferences. There will therefore be a requirement for Children's Social Care to attend plus a minimum of two other professional groups or agencies.
- Children's Social Care must provide a Children and Families assessment. The IRO must receive the assessment three days before the conference. This also needs to have been shared with the parent/carer and child as well as being authorised by the Team Manager.
- All partner agencies, including those sending apologies must provide a written report to the IRO at least two days before the conference using the LSCB template. <http://www.cheshireeastlscb.org.uk/docs/child-protection-conference-report.doc>
- Children's Social Care and partner agencies must provide a copy of their individual report to the parents at least two days before conference.
- All agencies are jointly responsible for contributing to the up to date CSE Screening Tool which needs to be submitted to the IRO alongside the Children and Families Assessment (3 working days before conference). It is expected that this screening tool will be shared with the parent/carer and child and be inclusive of their views.
- All children must be given the opportunity to express their views to conference even if they are not attending in person. All children aged 11 or over will be invited to attend unless there are specific reasons agreed by the IRO that this should not happen.
- The Missing From Home and CSE Team will attend all Initial Conferences in order to provide any additional information/intelligence and to offer support and guidance to professionals regarding direct work.
- If the child is made subject of a CSE plan they will be referred to the advocacy service by the IRO. In exceptional cases, where there is already a strong advocate for the child, the IRO may agree not to complete the referral for advocacy. The rationale will be recorded in the Chair's Summary Section of the Conference Minutes and also as a case note on the child's electronic file. .
- If any information is shared during the conference or in the reports that indicate that the child has been trafficked, then a referral will be made to the National Referral Mechanism by the Social Worker within 3 working days of the

conference. <http://www.nationalcrimeagency.gov.uk/about-us/what-we-do/specialist-capabilities/uk-human-trafficking-centre/national-referral-mechanism>

- If the decision at conference is that the child is at risk of significant harm due to CSE then an outline CSE Child Protection Plan will be developed at the conference and the IRO will distribute this within one working day.
- If the decision is that the child does not require a CSE plan a robust Child in Need plan must be agreed at the conference and this will be distributed by the IRO within one working day.
- Notes of the CSE Conference will be sent out within 15 working days. Any inaccuracies must be raised with the Safeguarding and Quality Assurance Unit within 7 working days.
- CSE plans need to include who is going to complete direct work with the child so that they are able to make safer choices and how the impact of this work will be measured.
- The plan must also include who is going to complete direct work with the parents to support them to develop their knowledge and skills to increase their child's safety and how the impact of this work will be measured. This should be completed by an identified member of the core group who is best placed to do so due to either their relationship with the parents or their knowledge and skills.
- In all CSE Plans there must be a clear contingency plan outlining actions that need to be taken should the CSE Plan not progress.
- All children made subject of a CSE plan are assessed as being at risk of significant harm therefore all partner agencies must place alerts on their systems clearly identifying the CSE risk to the child; this is similar to the CP alert. All alerts must be in place within 24 hours of the decision.
- The Missing From Home and CSE Team must be provided with the name of any child who has become subject of a CSE plan and they must also be informed of any child where the risks have reduced and the plan has ended. The IRO will inform the Missing From Home and CSE Team in both instances.

## Core Group Activity

- The Core Group must meet within 10 days of the CSE Plan being put in place and then a minimum of once every four weeks to review and develop the CSE Child Protection Plan.
- There is a Agenda for CSE Core Groups available on the LSCB Website and the Cheshire East Intranet which should be followed in all core groups. <http://www.cheshireeastlscb.org.uk/pdf/child-sexual-exploitation-core-group-agenda.pdf>
- A standing agenda item within the core group meeting must include discussion about what information if any needs to be shared with the Missing From Home and CSE Team for CSE operational group consideration. The Operational group does not consider individual children already on a CSE plan but they require relevant intelligence in respect of a location or person of interest.
- If any child protection concerns arise about another child during discussion then the Chair of the core group needs to make a decision about how this information will be shared and with who e.g. referral to CHECS
- If details of previously unknown potential perpetrators and/or locations where CSE may be taking place arise during discussions, the Chair of the core group must direct who will share this with the Missing From Home and CSE Team. This will be done via the completion of a CSE Operational Group Referral Form in relation to an Adult or Location.
- IRO's will complete mid point reviews as part of their quality assurance role to ensure timely challenge to any potential drift or delay.
- A collective report from all core group members reviewing the CSE Plan, progress, concerns, significant events and recommendations during the review period needs to be completed in the final core group prior to review conference and submitted to the Safeguarding Quality Assurance Unit at least 3 working days before the conference. This also needs to be shared with the parent/carer and child prior to conference.
- The core group needs to consider any updates required to the CSE Screening Tool at core groups. A formal update needs to be completed and submitted to the review conference alongside the collective core group report (these documents should be shared with the parent/carer and child prior to the conference).
- The Missing From Home and CSE Team are available to provide any support, advice and guidance about any aspect of work being completed with

parents/carers and children. If it is felt that it would be required, the missing From Home and CSE Team are able to attend core groups to provide information, support and guidance.

### **Review CSE Conference**

- The first CSE review conference will be held no later than 3 months after the initial CSE Conference and thereafter no less than every 6 months.
- At each conference, there must be active consideration about the parent's level of engagement, ability and willingness to protect the child. If concerns about parental engagement and safeguarding arise at any point during the duration of the CSE Plan, consideration needs to be made for the need to convene a Child Protection Conference.
- If concerns of this nature arise in between conferences then there should be consideration to holding a Multi-Agency strategy meeting and in this meeting a decision should be made as to whether the CSE Conference should be reconvened earlier and held as a formal Child Protection Conference.
- If during the CSE Conference concerns about the parents ability to protect the child are apparent, then attendees at the meeting will need to make a decision regarding whether a CSE Plan or Child Protection (CP) Plan is more appropriate to safeguard the child. NB: There will be no circumstance where a CSE Plan and CP Plan will run at the same time as each other. If a decision is made that a CP Plan is more appropriate then CSE Concerns should be addressed clearly within the CP Plan.

### **Ending the CSE plan**

- Any recommendation to end a CSE Plan must be supported by an up to date Pan Cheshire CSE Screening tool completed by the Core Group.
- At the conference where the CSE plan ends, a Child in Need Plan must be developed to identify ongoing support.
- The Social Worker must update the CSE Indicator on the Child's Record. The IRO will notify the Missing From Home and CSE Team.