

Post Title:	Independent Reviewing Officer MM283	
Evaluation:	646 points	Grade: N10
Responsible To:	Service Manager – Safeguarding Standards Unit	
Responsible For:	N/A	
Job Purpose:	<p>Independent chairing of all statutory Review Meetings of children in the Child Protection/Safeguarding system including children on a Child Protection Plan or who become Looked After, who are in an adoptive placement prior to an Adoption Order. Contributing to the strategic planning and implementation of national programmes for children.</p> <p>Monitoring and quality assuring the multi-agency child protection plan or care plan, ensuring that actions required to implement the plan are carried out and outcomes monitored. Taking an active role in the implementation of the Local Safeguarding Children's Board. Contributing to performance development, monitoring and reporting at a national and local level, including multi-disciplinary training.</p>	
Main Duties:	<p>The following list is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.</p> <ol style="list-style-type: none">1 To convene and chair the following multi-agency meetings when required in accordance with the Local Authority's and NSCB procedures, ensuring that the child plan and recommendations are accurately recorded and appropriate actions and outcomes are identified across partner agencies. That records are produced within timescales, are monitored, and shared appropriately:<ul style="list-style-type: none">• Child Protection Conferences;• Looked After Reviews;• Children in Short Term Breaks;• Foster Carer Reviews;• Complex Abuse;• Disruption Meetings;• Secure Accommodation Reviews;• AIM Meetings;• Vulnerable Young Person Meetings;• Private Fostering Arrangements.2 To cover, where necessary, the role of the Local Authority Designated Officer including chairing and managing meetings in respect of allegations against people who work with children.	

- 3 To ensure that Child Protection Conferences and Reviews are conducted according to statutory and policy requirements and core standards and that all children and young people, parents/carers and relevant professionals are supported to be able to fully participate.
- 4 To implement the national IRO Guidance, as set out in the Care Planning regulations 2010, by way of monitoring the LAC/CP Plan. The IRO will robustly challenge, where appropriate, any issue, such as drift or identifying any gaps with service within service provision through the Local Authorities dispute resolution process.
- 5 To provide advice, guidance and direction to Social Workers and Team Managers and other partner agencies and designate responsibilities within agreed timescales and to initiate the Dispute Resolution process where this is deemed necessary.
- 6 To participate in the strategic planning, development and implementation of improved services, policies and procedures related to aspects of children Looked after/relevant children or Children in Need of safeguarding and to take a lead in the development of the reviewing standards and functions of the CSSU within the Local Safeguarding Children's Board.
- 7 To contribute to the development of multi-agency policies and procedures. To participate in service development through a variety of methods. This would include the formulation and delivery of multi-agency training, including advanced and specialist training.
- 8 To undertake Regulation 33 inspection visits of all regulated residential children's homes, within the Local Authority, and provide a written record in accordance with this regulation, for both senior management and OFSTED.
- 9 To be accountable on any decision making processes and utilise the necessary IT systems to provide data/information and accurate recording for monitoring processes.
- 10 To contribute and share a level of accountability in quality assurance and performance monitoring of the implementation of children's plans, to meet Government targets and OFSTED requirements.
- 11 To be responsible for the investigation and completion of reports relating to Serious Case Reviews and Management Reviews, and any other audits/investigations, as required. To also undertake Safeguarding responsibilities and specific tasks in an independent capacity, as delegated by the Children's Standards Manager.
- 12 To represent Newcastle Children's Services in national and regional events.
- 13 To advise the Executive Director of Children's Services and the Chair of NSCB on the implications for fulfilling their statutory duties and responsibilities regarding individual children. Within this framework, identify necessary service provision and resources and ensure that the local authority and other agencies involved realize their responsibilities in their safeguarding role.
- 14 The IRO will contribute to business planning regarding the Local Authorities overall corporate parenting responsibilities and participate in longer-term development and use of financial resources within child protection and the planning for children and young people.

- 15 To maintain a healthy, safe and secure work environment and to act in accordance with the City Council's policies and procedures.
- 16 To promote and implement the Council's Equality Policy in all aspects of employment and service delivery.