

**Information Governance Team**

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15 February 2021

Dear Sir/Madam.

**Freedom of Information Act 2000 (FOIA)  
Request ID: REQ07818**

Thank you for your request for information relating to interventions in schools referred to LADO.

You have requested the following information:

- 1. How many parents/carers have reported allegations/concerns about the use of restrictive interventions in schools to the LADO for each year from 2015 -2020? Where 'Restraint is an action to limit a person's movement liberty or freedom to act independently. Restraint can include physical, mechanical and chemical forms of control, coercion and forced isolation. These can also be called restrictive interventions'. (EHRC 2020)**
- 2. How many schools, primary, secondary, specialist independent, academies ,grant-maintained schools, PRU's, and alternative provision have referred cases to the LADO, where staff have used restrictive interventions? Please include figures from January 2015- October 2020.**

For Questions 1 and 2, we hold the information which you have asked for but we have estimated that the cost of meeting your request would exceed the cost limit of £450 specified in the Freedom of Information and Data Protection (Appropriate Limit and Fees Regulations 2004). This represents the estimated cost of one person spending 18 hours or more, in determining whether the information is held, locating, retrieving and extracting it.

This information is not collated within the LADO service and allegations may relate to sexual, emotional, neglect or physical abuse. There is no collation of details of physical abuse allegations that detail restraint specifically and an analysis would take more than 20 hours to review all referrals received in the last five years. This part of your request has therefore been refused under section 12(2) of the Act.

**3. Which behaviour management training providers are the LA's preferred providers for school staff?**

Coventry City Council retains a team of in-house accredited Team Teach trainers.

**4. How many cases of restrictive intervention in schools did the LADO document in their annual reports for each year 2015- 2020?**

**5. How many cases/allegations of abuse arising from restrictive interventions in schools have been documented in annual safeguarding reports and under what heading e.g. physical abuse or other?**

**6. How many cases involving restrictive intervention in schools have been investigated by the LADO in the last five years and what were the outcomes of those investigations e.g. false, malicious substantiated or unsubstantiated.**

For Questions 4 to 6, please refer to Question 1.

**7. Does the Council have a separate policy for allegations made against school staff who use restrictive intervention? Please supply policy.**

**8. Please supply a copy of the Council's policies and procedures, when allegations are made against school staff who have use restrictive interventions.**

For Questions 7 and 8, Coventry City Council does not have a separate policy for allegations made against school staff who use restrictive intervention. The Council investigates all reports of inappropriate restrictive interventions through its safeguarding procedures initiated through a referral to the LADO, who convenes a position of trust meeting if required.

**9. Please supply a copy of the safeguarding audit questionnaire completed annually by schools.**

Please see the attached document.

**10. Has the local authority held a review in the last five years specifically into the numbers of restrictive interventions undertaken by a school/education provider?**

All Coventry publicly funded schools hold accredited training in Team Teach which is a positive handling strategy focused on de-escalation, not restraint or restriction. We can confirm that there have been no incidences brought to our attention, that have required a review over the last five-year period.

**11. Has the use of restrictive intervention in school provisions been discussed by the local authority's safeguarding board in the last five years, please supply minutes of meeting(s).**

The information requested is held on behalf of the Coventry Safeguarding Children's Board (CSCB). The CSCB is not a public body for the purpose of the Freedom of Information Act (FOIA).

Section 1(1) of the FOIA states that:

"Any person making a request for information to a public authority is entitled:

- (a) *To be informed in writing by the public authority whether it holds information of the description specified in the request, and*
- (b) *If that is the case, to have that information communicated to him."*

Section 3(2) of the FOIA states that:

"For the purpose of this Act, information is held by a public authority if:

- (a) *It is held by the authority, otherwise than on behalf of another person, or*
- (b) *It is held by another person on behalf of the authority."*

In this case any information held by the Council is held on behalf of CSCB. Therefore, the information is not held for the purposes of the FOIA by virtue of section 3(2)(a).

The CSAB is a multi-agency board formed by the Council in compliance with its statutory obligations. The Council relies on the Decision Notice [Reference: FS50511586] dated 25th September 2014 relating to South Gloucester Council.

## **12. Have there been any prosecutions arising from staff using restrictive interventions where allegations were deemed substantiated by the LADO?**

For Question 12, please refer to Question 1.

The supply of information in response to a freedom of information request does not confer an automatic right to re-use the information. You can use any information supplied for the purposes of private study and non-commercial research without requiring further permission. Similarly, information supplied can also be re-used for the purposes of news reporting. An exception to this is photographs. Please contact us if you wish to use the information for any other purpose.

For information, we publish a variety of information such as: [FOI/EIR Disclosure Log](#), [Publication Scheme](#), [Facts about Coventry](#) and [Open Data](#) that you may find of useful if you are looking for information in the future.

If you are unhappy with the handling of your request, you can ask us to review our response. Requests for reviews should be submitted within 40 days of the date of receipt of our response to your original request – email: [infogov@coventry.gov.uk](mailto:infogov@coventry.gov.uk)

If you are unhappy with the outcome of our review, you can write to the Information Commissioner, who can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF or email [casework@ico.org.uk](mailto:casework@ico.org.uk).

Please remember to quote the reference number above in your response.

Yours faithfully

**Information Governance**

# Coventry Safeguarding Children Board

## Arrangements for Safeguarding and Promoting the Welfare of Children

### Strategic and Organisational Self Assessment Tool

#### Introduction

Improving the way key people and bodies safeguard and promote the welfare of children is crucial to improving outcomes for children. Section 11 of the Children Act places a duty on key persons and bodies listed below to make arrangements to ensure that in discharging their functions they have regard to the need to safeguard and promote the welfare of children. Statutory guidance<sup>1</sup> sets out the key arrangements and in Coventry this applies to:

- Local Authority including:
  - Children's Services
  - Youth Offending Service/ Youth Services
  - Adult Services
  - Public Health
  - Housing
  - Sport, Culture and Leisure Services
  - Licensing authorities
  
- NHS Coventry & Rugby Clinical Commissioning Groups,
- Coventry & Warwickshire Partnership Trust,
- University Hospital Coventry & Warwickshire,
- NHS England
- West Midlands Police including British Transport Police
- Staffordshire & West Midlands Probation Trust
- Cafcass

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<sup>1</sup> Statutory guidance on making arrangements to safeguard and promote the welfare of children under section 11 of the Children Act 2004, updates also contained in Working Together 2013

# Coventry Safeguarding Children Board

## Arrangements for Safeguarding and Promoting the Welfare of Children

### Strategic and Organisational Self Assessment Tool

The self assessment sets out the arrangements in part one of the Guidance which is common to all organisations to which the duty applies. The assessment must be completed in conjunction with part two of the Guidance as there will be differences in how the arrangements are applied depending on the functions of the organisation.

Other organisations are encouraged to use the self assessment as a means to ensure compliance and safe practice.

**Name of organisation** \_\_\_\_\_

**Name of person co-ordinating the assessment** \_\_\_\_\_

**Senior officer signing off document** \_\_\_\_\_

**Date of completion** \_\_\_\_\_

#### Self assessment rating

The RAG traffic light system relates to how an organisation assesses itself against achieving the minimum standard. If you're your organisation assesses its self, as red or amber, areas for development need to be recorded along with a timescale for completion.

Green

Means everything is in place, up to date, meets the required standard and can be evidenced

Amber

Means that something requires review or improvement or further evidence is required

Red

Means something needs to be developed as a matter of urgency

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<b><u>Completion date</u></b>						
<b>A</b>	<b>Senior Management commitment to the importance of safeguarding and promoting children and young people's welfare</b>					
	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>
<b>A1</b>	What position at senior level has responsibility for safeguarding children in your organisation? State specifically how this role is fulfilled?					
<b>A2</b>	How are staff made aware of who is the lead for safeguarding children and young people within the organisation.					
	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>
<b>A3</b>	Do safeguarding leads have job descriptions which clearly defines their role and responsibility in relation to safeguarding and					

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	<p>promoting the welfare of children and young people?</p> <p>Do they receive training and supervision in relation to this role?</p>					
<b>A4</b>	<p>How are other Senior Managers kept informed of all issues relevant to safeguarding and promoting welfare of children?</p> <p>State specific documents/ meetings forums / training undertaken.</p>					
<b>A5</b>	<p>When commissioning children's service from another organisation state what clear mechanisms are in place to ensure they are compliant with s11.</p>					
	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>

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<b>A</b>	<b>Part 2 Ensuring safeguarding and protecting children and young people is central to service delivery</b>					
	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>
<b>A6</b>	State how you ensure there is a culture within your organisation of listening to children and taking account of their wishes and feelings in individual cases					
<b>A7</b>	State how the views of children and young people are taken in to account concerning the development of services					
<b>A</b>	<b>Overall Judgement in respect of requirement</b> ✓ tick as appropriate )		<b>Met in full</b>	<b>Partially met</b>	<b>Not met at all</b>	



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<b>B</b>	<b>A clear statement of the agency's responsibilities towards children and young people</b>					
	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>
<b>B1 i</b>	How are all staff made aware of their responsibilities to safeguard and promote welfare of children and young people, including the contents of your safeguarding policy?					
<b>B1 ii</b>	How do staff access your policies and procedures with ease from all worksites?					
<b>B1 iii</b>	When were these last updated?					
<b>B2i</b>	Does the agency have a written e-safety policies and procedures.					
<b>B2ii</b>	How frequently are these reviewed?					

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	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>
<b>B3</b>	Does your agency have effective systems in place for staff/ service users to make a complaint or 'whistle blow' where they have concerns that action to safeguard has not been followed in accordance with agency procedures?					
<b>B4</b>	Do these include clear timescales for resolving complaints and a clear policy/procedure of which staff are aware of					
<b>B5</b>	Does your agency have a policy & procedure in place for professional disagreement (escalation policy) including conflict resolution in relation to safeguarding children?					

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<b>B</b>	<b>Overall Judgement in respect of requirement</b> ✓ tick as appropriate )	<b>a) Children</b>	<b>Met in full</b>	<b>Partially met</b>	<b>Not met at all</b>	
	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>
<b>C</b>	<b>A clear line of accountability within the organisation for work on safeguarding and promoting the welfare children</b>					
<b>C1i</b>	Confirm the line of accountabilities (position, not name) from an individual employee up to the most senior person with overall responsibility					
<b>C1ii</b>	How are staff made aware of this?					
<b>C2</b>	Do all employees have responsibility to safeguard and promote welfare of children stated within their job description?					

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	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>
<b>C3</b>	Does your agency have a policy that sets out the frequency that employees in contact with children and young people receive supervision and an appraisal?					
<b>C4</b>	Do you have effective processes in place to provide practitioners with supervision for cases where there are child protection and safeguarding children concerns?  Evidence the use and effectiveness					
<b>C5i</b>	Are there designated / named professionals to whom concerns about a child and young person are reported.					

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<b>C5ii</b>	Do the job descriptions explicitly reflect this responsibility?				
<b>C5ii i</b>	Is there sufficient time, funding, supervision and support to fulfil their child welfare and safeguarding responsibilities				
<b>C</b>	<b>Overall Judgement in respect of Requirement</b> (✓ tick as appropriate)		<b>Met in full</b>	<b>Partially met</b>	<b>Not met at all</b>

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	Minimum standard	Evidence of standard fulfilled	RAG status	Action required to ensure compliance	By whom	Progress
<b>D</b>	<b>Staff training on safeguarding and promoting the welfare of children for all staff including volunteers working with or in contact with children and families</b>					
<b>D1</b>	What percentage or How many staff require training at <b>Level 1: Foundation level</b> as they come into contact with children and young people.					
	<b>Level 2: Intermediate level</b> because they work regularly with children and young people					
	<b>Level 3: Advanced level</b> as they work with children in need of protection on a regular basis or supervise those who regularly work with children and young people					

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	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>
<b>D2</b>	How many staff have received training within the last 3 years at: Level 1  Level 2  Level 3  or because they have a strategic role for safeguarding.					
<b>D3</b>	Do you have a safeguarding children training strategy for all levels within your organisation					
<b>D4</b>	Additional training (both single and multi-agency) is available for staff working with children and young people appropriate to their role. How are you made aware this is being accessed					

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	Minimum standard	Evidence of standard fulfilled	RAG status	Action required to ensure compliance	By whom	Progress
<b>D5:</b> <b>i)</b>	Do all new staff receive within their induction training a section on their responsibilities to safeguard children and young people?					
<b>D5:</b> <b>ii)</b>	How soon after joining your organisation do they receive this training?					
<b>D</b>	<b>Overall Judgement in respect of requirement</b> ✓ tick as appropriate )		<b>Met in full</b>	<b>Partially met</b>	<b>Not met at all</b>	
	Minimum standard	Evidence of standard fulfilled	RAG status	Action required to ensure compliance	By whom	Progress
<b>E</b>	<b>Safer recruitment practice</b>					
<b>E1</b>	Does your organisation have robust recruitment procedures which include:					
	i. Safeguarding responsibilities within all job descriptions					



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	ii. obtaining full employment history via an application form					
	iii. interviewing prospective employees/ volunteers					
	v. self-declaration form					
	vi. verification of identity and qualifications					
	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>
<b>E2</b>	Which, if any staff are excluded from any of the above aspects of the recruitment procedures					
<b>E3</b>	Please state the specific training all staff who recruit others have received concerning safer recruitment					

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	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>
<b>E4</b>	Please confirm your organisation undertakes DBS checks, prior to appointment.					
<b>E5</b>	Are there any staff who do NOT undertake a specified induction and probationary period?					
<b>E6</b>	Please state how all staff working with children and families are kept up to date with statutory requirements and latest information from the LSCB – i.e. newsletters, briefing documents					
	<b>Overall Judgement in respect of requirement E</b>		<b>Met in full</b>	<b>Partially met</b>	<b>Not met at all</b>	

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<b>F</b>	<b>Effective interagency working to a) safeguard and promote the welfare of children and young people</b>					
	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>
<b>F1</b>	Strong strategic leadership in multi-agency working is demonstrated by regular attendance at CSCB meetings. Evidence how this is demonstrated					
<b>F2</b>	Do staff consistently participate in multi-agency meetings and forums to consider individual children.  How do you ensure this?					
<b>F3</b>	How many staff are involved in a common assessment framework (CAF) process (not including being a lead professional)?					

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<b>F4</b>	How many CAFs are your staff lead professional for?					
<b>F5</b>	Do all staff have access to LSCB Procedures/guidance?					
<b>F6i</b>	Do Staff participate in Serious Case Reviews (SCRs) and Case Reviews when required to do so.					
<b>F6ii</b>	How do you ensure learning from Serious Case Reviews are disseminated across all parts of your organisation?					
<b>F6ii i</b>	How do you know staff have learned the lessons?					

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	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>
<b>F7</b>	<p>Evidence how your agency has a clear process for:</p> <ol style="list-style-type: none"> <li>1. Undertaking Individual Management Reviews</li> <li>2. Completing actions from SCR's</li> <li>3. Embedding recommendations into practice.</li> <li>4. Evidence impact and improvement as a result of these actions</li> </ol>					
<b>F7i</b>	<p>Does your agency have an audit framework to ensure compliance with safeguarding arrangements to monitor and improve performance</p> <p>If so describe the</p>					

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	framework and its content or send with this Section 11 submission					
<b>F7ii</b>	How do you know this process is improving outcomes for children?					
	<b>Overall Judgement in respect of requirement F</b>		<b>Met in full</b>	<b>Partially met</b>	<b>Not met at all</b>	

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<b>G</b>	<b>Information Sharing</b>					
	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>
<b>G1</b>	Describe the arrangements in place which clearly set out the process for sharing information with other professionals and with the LSCB	<b>a) Children</b>				
<b>G2</b>	Is the protocol in accordance with the Coventry Information Sharing Protocol guidance					
<b>G3</b>	Does your agency have a records management policy?					
<b>G4</b>	Does your agency have a statement on confidentiality?					
	<b>Overall Judgement in respect of requirement G</b>		<b>Met in full</b>	<b>Partially met</b>	<b>Not met at all</b>	
<b>H</b>	<b>Allegations against staff</b>					

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	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>
<b>H1</b>	How are those responsible for managing allegations against staff trained to manage the process?					
<b>H2i</b>	Are all allegations against staff reported to the designated senior manager within the organisation					
<b>H2ii</b>	In addition, where the criteria is met is the Local Authority Designated Officer informed of all cases within 1 working day? Criteria being: <ul style="list-style-type: none"> <li>• Behaved in a way that has harmed a child or may have harmed a child;</li> <li>• Possibly committed a criminal offence against or related to a child; or</li> <li>• Otherwise</li> </ul>					



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	<p>behaved towards a child or children in a way that indicates s/he is unsuitable to work with children</p> <p>Link to procedure  <a href="http://coventryscb.proceduresonline.com/chapters/p_alleg_profs.html#criteria">http://coventryscb.proceduresonline.com/chapters/p_alleg_profs.html#criteria</a></p>					
	<b>Overall Judgement in respect of requirement H</b>		<b>Met in full</b>	<b>Partially met</b>	<b>Not met at all</b>	
<b>I</b>	<b>Addressing issues of diversity.</b>					
	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>
<b>I1</b>	How are you ensuring your staff are routinely recording gender, age disability, faith, language and ethnicity of service-users?					
	How is the organisation ensuring staff are					

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	adapting service delivery to meet the needs of service users for example using interpreters when required					
<b>I2</b>	Please confirm your agency has a code of conduct for staff working directly with children and young people concerning acceptable and unacceptable behaviour including discrimination and bullying?					
<b>I3</b>	How are issues of diversity addressed in safeguarding training provided for staff?					
<b>I4</b>	How are issues of diversity addressed in your Safeguarding Children Policy and Procedures?					
	<b>Overall Judgement in respect of requirement I</b>		<b>Met in full</b>	<b>Partially met</b>	<b>Not met at all</b>	

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<b>J</b>	<b>Processes and Procedures are in place to create and maintain a safe working environment where activities are provided directly to children and young people</b>					
	<b>Minimum standard</b>	<b>Evidence of standard fulfilled</b>	<b>RAG status</b>	<b>Action required to ensure compliance</b>	<b>By whom</b>	<b>Progress</b>
<b>J1</b>	How is information made available to children, young people and families about safeguarding including who to contact if they are concerned a child or young person is at risk and how to make a complaint.					
	<b>Overall Judgement in respect of requirement J</b>		<b>Met in full</b>	<b>Partially met</b>	<b>Not met at all</b>	