

Multi-agency Reflective Consultation / Discussion

Team around the Child (TACSCOPE) Terms of Reference (ToR)

Purpose

- to provide an easily accessible consultation for practitioners to discuss concerns and issues they have with Team around the Child ('TAC') planning
- to offer support to ensure the right services are involved in TAC planning
- to provide an open access forum to support professionals with the aim of avoiding an escalation of concerns
- to reduce misconceptions and barriers about support and working with children and families
- to facilitate a problem solving environment for professionals which is safe and non-judgemental
- to support professionals with the development of solution focussed thinking and problem solving skills related to TAC planning

TACSCOPE is not:

- **for situations where there are concerns a child may be at risk of significant harm. In such instances, please contact the Multi-Agency Safeguarding Hub for advice on 01534 519000**
- a replacement for the [SPB Escalation and Resolution Pathway](#) where there are fears that differences of opinion may be getting in the way of keeping a child safe
- a replacement for supervision processes in agencies nor does it impact on line management accountability in place for individual practitioners
- intended to be used for all TAC meetings, only when consultation/support is required

Values and Principles

The overriding principles of the TACSCOPE agenda is to provide advice/support to multi-agency practitioners in order to support early intervention as part of *Jersey's Children First* (JCF).

The main aim of each consultation is empowerment of the practitioners to be solution focused and move forward in a positive way.

Advice will be given as a non-judgemental consultation.

On occasion, it is possible that the practitioners conducting the consultation may feel it is appropriate to escalate the situation into primary casework for them or their team. If this is

the case then a full and clear description of the reasons for this will be given to the Team around the Child and the necessary consents sought.

Discussions of this nature are completed to ensure that these sessions are not seen as gatekeeping processes to access services which may undermine or bypass already existing access systems.

Membership of TACSCOPE

Membership and commitment

- Senior Managers from FNHC, Education, Children's Social Work and Child Care and Early Years
- On request/half-termly
- TACSCOPE Sessions last 1 hour maximum

Organisation of meetings

Upon request / once every half term

Participation

Any member of the TAC can request a consultation and all members of the TAC will be invited to attend.

Whilst it is primarily the intention that TACSCOPE is for professional reflection, there may on occasion be a request for parents/young person to attend. This should be discussed and agreed with the JCF Lead Officer at the time of booking the consultation.

How to access

Via the JCF Lead Officer, Sarah Bisson at s.bisson2@gov.je.

Administration

All paperwork will be stored through Inclusion and Early Intervention Section of the Department for Children, Young People, Education and Skills in a restricted folder called TACSCOPE. Papers will be collated by date of consultation. The information collected during the sessions will be kept in a restricted file accessed only by the JCF Lead Officer and associated Senior Managers. All documentation pertaining to consultations should be kept for 12 months from the last appointment and then securely destroyed in accordance with data protection protocols.

Record Keeping

- Child and Family Assessment and most recent plan (where consent is given and will not be retained)
- TACSCOPE Consultation Form and outcomes, will be retained by the JCF Lead Officer and a copy shared with the Lead Worker and Team around the Child members

Consent / governance

The consent of parents/young people should be sought for their information to be shared at TACSCOPE. There is a sample consent form attached at the end of the ToR or only non-identifying information can be shared.

Evaluation and reporting

Team around the Child members will receive a copy of the TACSCOPE Consultation Summary form.

TACSCOPE Feedback Form should be completed before the practitioners leave the session.

Review dates for terms of reference

The Terms of Reference document will be reviewed annually.

Safeguarding and Child Protection

As with any forum of this nature, if at any point there is concern that a child may be at risk of harm, a MASH enquiry will be raised or the police contacted. If there are concerns regarding professional practice these will be discussed with the relevant practitioner and their line manager informed.

TACSCOPE CONSULTATION FORM

The form below is for reference only - Download the actual form from gov.je

Date attending:
Who will be attending the TACSCOPE consultation [please give name and role] :
<u>Outline the main reason for consultation:</u> <u>Please attach the most recent Child and Family Assessment and Plan if you have appropriate consents:</u> <u>If consent has not been sought please say why and ensure no identifying details of children and families are included. [Please note bullet points are sufficient]:</u>