



## Terms of Reference

### Introduction

Established by an Act of Committee of the States of Jersey, the Jersey Child Protection Committee (JCPC), works to protect and safeguard children and young people from all kinds of maltreatment, whether by parents or carers, members of the public, or by those working with children across the Island's service. It reports to the Minister for Health and Social Services and its recommendations must be agreed by the Minister. It has an independent Chair. Other members represent a statutory or voluntary agency working with children who may be at risk of maltreatment. The JCPC will establish Sub-Committees and Short-Life Groups on specific issues as necessary, chaired by JCPC Members, to meet its responsibilities.

### Purpose

- To co-ordinate local work to protect and safeguard children from abuse;
- To promote the need and the means to protect children from maltreatment;
- To ensure and provide commentary upon the effectiveness of local work to protect children from maltreatment.

### Membership

- The **JCPC** will comprise an Independent Chair appointed by the States of Jersey plus representatives from professional agencies and departments.
- Representatives shall be drawn from a number of agencies, which will include:
  - Health and Social Services Department;
  - States of Jersey Police;
  - Education, Sport & Culture;
  - Family, Nursing & Home Care;
  - Probation and After-Care Service and Prison Service;
  - Jersey Medical Society;
  - Voluntary sector.
- Membership will comprise at least 15 members plus the Chair.

### Terms of Reference

- The **JCPC** shall ensure that the following **values** are reflected in all aspects of its work:
  - The paramount welfare of the child;
  - Multi-agency working;
  - Inter-agency partnership;
  - Partnership with parents;
  - Anti-discriminatory practice.

- **Accountability**

Through the Independent Chair to the Minister for Health and Social Services with regular reporting on the performance of the Committee to the designated Assistant Minister for Health and Social Services. Reference of operational matters may be made to the Chief Executive of the Health and Social Services Department.

All JCPC Members retain existing lines of accountability for child protection services in their own organisation. The JCPC has no power of direction over any organisation.

- **Roles and Responsibilities**

- **Policies and Procedures**

- To develop, agree, update, and audit local policies and procedures for inter-agency work to protect children from any form of maltreatment including policies and procedures in relation to –
  - the action to be taken where there are concerns that a child may have been or is likely to be maltreated, including thresholds for formal inter-agency protective intervention;
  - training of persons who work with children or in services affecting the safety and welfare of children;
  - recruitment and supervision of persons who work with children;
  - investigation of allegations concerning persons who work with children.
- To agree inter-agency procedures for child protection enquiries, and associated police investigations, and develop protocols on particular forms of maltreatment, including in what circumstances joint enquiries are necessary and/or appropriate.
- To publish guidelines on best practice to protect children from maltreatment and seek to ensure that they are implemented.

- **Monitoring Effectiveness and Promoting Child Protection**

- To periodically audit the inter-agency process focusing on the compliance with the multi-agency procedures, quality of service and views of service users.
- To monitor the arrangements (including recruitment and training policies) made by the States of Jersey, voluntary and private agencies to ensure that the children to whom they provide services are protected from all forms of maltreatment.
- Through the Serious Case Review Sub-Committee, to operate a complaints procedure devised so that parents and children who have been subject of a child protection enquiry can make a formal complaint, or express dissatisfaction about any aspect of the service they have received which is within the remit of the JCPC and/or regulated by its guidelines. To ensure that parents and children are aware of the complaints system and of how they can get help making use of it.
- To actively seek feedback from adults and children who have used child protection services or have experience of how the procedures and guidelines work in practice, so that their opinions can be taken into account when evaluating and further developing guidelines and procedures.
- To raise awareness within the community of the need to safeguard children and promote their welfare and work with members of the community to strengthen ways they can contribute to these objectives.

- To seek the views of people who are, or may become involved in child protection processes and their advisers and self-help groups or voluntary organisations so that families can be fully aware of the child protection procedures and receive informed support.
  - To seek to ensure that children who are receiving an inter-agency child protection service or are in out-of-home care know who they can contact when they have concerns that they or others are experiencing or at risk of maltreatment.
  - To publish an Annual Report of the work of the JCPC.
- **Child Deaths and Serious Case Reviews**
- To review all cases:
    - where child abuse or neglect have contributed to the death of, or serious injury to, a child, and there is cause for concern as to the way in which the agencies represented on the JCPC or their partners have worked together to safeguard the child;
    - where a child has been subjected to particularly serious sexual abuse;
    - where a child has been subjected to organised abuse within or outside the family; or
    - where a child has died or been significantly harmed whilst in the care of the States.

**The purpose of such reviews is to ensure that lessons are learned and appropriate action taken.**
  - To receive reports on all unexpected child deaths and, in consultation with the medical authorities, to decide whether the cases should be the subject of an inter-agency report so that lessons can be learned to diminish the risks of death to children in similar circumstances.

## **Administration**

- The JCPC will run an independent office providing Professional and Support Services to the Independent Chair who has overall responsibility for the work programme of the JCPC, its Sub-Committees and its staff.
- The JCPC staff will provide professional materials to both the JCPC and its Sub-Committees as well as to established working groups and relevant agencies. The administration will include the production of agenda and minutes for confirmation by the relevant Chair and support to the training programme of the JCPC.