Delayed Office Opening for
Employee Training
This Office will be closed from 8.45 am
- 11.00 am on the 1st Thursday of each
month commencing 6 February 2003

Clerk to Education and Culture Committee
Scottish Government

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Our ref
Your ref
AI/LC

Date 4 October 2013

Dear Sir

I am writing in my capacity as Chair of the GIRFEC Strategic Group in Perth and Kinross to highlight progress which is being made in respect of implementing the role of Named Person.

In August 2013, I provided a response to the questionnaire, distributed across all council areas by the GIRFEC National Implementation Support Group (chaired by Bernadette Malone, Chief Executive, Perth and Kinross Council) on progress in implementing GIRFEC at that date. This provides a context to work being undertaken on theNamed Person and an extract is included below.

I indicated at that time, that GIRFEC has been identified as one of 4 Corporate Priority areas which have been the subject of on-going discussion with all staff within the Community Planning Partnership over the last two years. The ‘underpinning principles’ relate closely to good practice which has been recognised in Perth and Kinross in the “Protecting Children and Young People and Meeting their Needs”, Joint Inspection of Services (2011).

In general terms I was also able to report that:

- Our revised GIRFEC Strategic Group encompasses representation from all partners including the major voluntary sector agencies, and those commissioned through Service Level Agreements. However further awareness and training is on-going to engage the wider voluntary sector;
- Work is on-going at NHS Tayside, at CHP and operational level on all aspects of Children, Young People and Families Services. This has included a restructuring to form a Children Young People and Families focused service;
- Integrated working is well established across partners and at all levels (e.g. Children and Young People’s Strategic Partnership; Early Years Strategy; Youth Justice Partnership; GIRFEC Strategic Group; Child Protection Committee and Subgroups plus a range of operational groups) and actions are on-going to strengthen interagency assessment across all partner agencies; and
- A GIRFEC e-learning programme to support Joint Multi-Agency training is being rolled out with plans to develop a further module on Named Person and Lead Professional roles.
In respect, particularly to your interest in the role of Named person, I was able to report on the basis of Self - Evaluations which had been undertaken, that:

- Principles are understood by staff across main agencies but further embedding in practice is required. Good understanding in some schools but further training for school staff ongoing on role and duties of Named Person;
- ‘Family Health Needs Assessments’ have been redesigned to take account of Named Person Role;
- The Lead Professional role as it relates to Looked After, Child Protection and Coordinated Support Plans is understood and implemented. Terminology is increasingly used with families and young people; and
- There is engagement across a Tayside GIRFEC Group to ensure consistency for partner agencies within the 3 Local Authorities in respect of core components. In particular this has included agreed Named Person / Lead Professional Guidance.

Since that response, we have continued to undertake work to embed the role of Named Person and there is a currently a short life working group focussing on this particular aspect of the GIRFEC agenda. This group also helpfully includes representation from the Independent schools sector, of which there a number in Perth and Kinross.

Agreement has been reached in Perth and Kinross as to who will be the nominated Named Person as follows:

<table>
<thead>
<tr>
<th>Phase</th>
<th>Responsible Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre birth – 10 days</td>
<td>Midwife</td>
</tr>
<tr>
<td>10 days – start P1</td>
<td>Health Visitor (HV)</td>
</tr>
<tr>
<td>P1-P7</td>
<td>HT or designate</td>
</tr>
<tr>
<td>S1- end of school</td>
<td>HT or designate</td>
</tr>
<tr>
<td>Children in ‘offsite’ provisions</td>
<td>HT of their school</td>
</tr>
<tr>
<td>Home Educated children</td>
<td>Education Additional Support Officer</td>
</tr>
<tr>
<td>Independent schools</td>
<td>Individual to each school</td>
</tr>
</tbody>
</table>

‘Within Education, in session 2011-12 all staff whose role indicates they are likely to act as Named Persons were engaged in one day multi-agency training sessions, exploring the wider GIRFEC agenda and, in particular, the positive impact of the role of Named Person and Lead Professional in meeting the needs of children, young people and their families. Subsequent to that, the GIRFEC principles, values and components, with associated duties and opportunities, have been explored at Senior Management development days across both sectors, with more focused follow up with specific groups.
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Secondary Depute Headteachers (Support) have together considered the implications for their own individual school contexts; their response has been positive and encouraging. We have also promoted the Named Person role with colleagues in the independent sector, with Early Years Partner Providers (some of whom have engaged in GIRFEC approaches and tools both enthusiastically and effectively) and with partners in the voluntary sector.

Within Education, in session 2012-13 all primary Headteachers, and Senior Managers from associated secondary schools, were involved in Named Person training. This training, devised and delivered by our Child Protection Training Coordinator and an Educational Development Officer, was delivered to Local Management Groups of Headteachers, and explored the role and responsibilities associated with Named Person. It was well received.

Across the sectors in Education we have maintained a focus on the fact that the Named Person role will not, for almost all children, involve a significant increase in workload for Senior Managers in their schools. As a result of the Named Person role, schools are increasingly moving towards early intervention, responding to minimise and prevent harm to the wellbeing of a child. Any associated increase in workload however, allows the school more influence in the timing and impact of decision making; many Headteachers welcome that fact. In addition it is expected that the shift in intervention should reduce workloads in the longer term as we become more effective at responding earlier to the needs of children and young people.

Colleagues in Health have made similar progress; all Health Visitors in Perth and Kinross have undertaken Named Person training, and all midwives will also have experienced this training by the end of December 2013.

At the multi-agency short life working group held in September 2013, Named Person colleagues representing Midwives, Health Visitors, Primary, Secondary and Independent Schools met to agree processes within Perth and Kinross for the transfer of Named Person information and concerns. This includes the method of transfer; level of detail shared, action taken; clarification of responsibilities at the point of transfer. It will also consider whether a ‘nil’ return should be made to confirm that there are no on-going concerns.

We have agreed further meetings to establish in detail the processes for transfer of Named Person responsibility from primary to secondary sectors, from either of those to the Independent School sector, and from Health to Education at entry to P1.

We are already seeing schools in both sectors engage very positively with the Wellbeing Wheel. Large Perth and Kinross versions, produced specifically for school use, are used by many schools in evaluating progress and planning next steps for children with Additional Support Needs. The wheel is also proving to be effective as a focus in agreeing how best professionals and parents/carers can work in partnership to meet the needs of a child. A few schools have also begun to use a Perth and Kinross version of My World Triangle to further focus the engagement of professionals.
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Specific examples of use made of the Wellbeing Wheel by Named Persons include:

- At a return to school meeting with a young person and their parent to identify what is going well and where support needs to be provided to allow for a positive return;
- At a meeting with a parent and young person to help identify differences between home and school expectations leading to a shared plan;
- At a multi-agency meeting about a child with high level needs where different support is important to sustain time in school and provide appropriate support at home
- At a Partner Provider Centre as a tool for recording children’s experiences as ‘I can’ statements across the eight indicators and then sharing this with parents in the child’s folder; and
- As a planning tool for staff working with parents at a Partner Provider Centre to discuss and plan learning using the eight wellbeing indicators.

Over the past few months since Named Person training was rolled out, we have also noted an increase in the number of Professionals Meetings called by Named Persons in education suggesting an increasingly pro-active approach to addressing emerging concerns. Informal discussions with Headteachers and Senior Managers in schools and centres indicate that the duties associated with the Named Person role is giving Headteachers, certainly in primary, an increased confidence that it is appropriate to press for the immediate engagement of partner agencies where minor concerns accumulate or where a concern emerges at a high level. I am attaching a summary of training which has been undertaken so far.

Discussion is on-going to ensure that a concern raised by a member of the public is communicated to the Named Person. Currently all Police Child Concern reports and Unborn Baby Referral's, are subject to a twice weekly multi agency screening process to which the relevant Named Person contributes any additional concerns, and receives in return, feedback in respect of any new concern. ‘Named persons’ are indicating that this is a very positive step enabling them to respond more appropriately to the needs of a child within their universal service.

Implementing the role of Named Person for children who are Home Educated is also under consideration.

I hope that this is helpful in informing Committee members of the progress being made in Perth and Kinross, which so far has been undertaken from within existing resources. We are confident that we are making progress in embedding this key element of the GIRFEC agenda and that the role is beginning to impact on the wellbeing of children and young people, supporting both earlier intervention and a more integrated approach to meeting the needs of our children.

Yours sincerely

Alison Irvine  
Head of Service  
Children & Families Services

Appendix: Outline of Multi Agency Training

Copy to: Mr John Fyffe, Executive Director, Education and Children’s Services

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Multi Agency GIRFEC Training March 2012
Delivered over 3 days to 460 staff

Training comprised of:
Role of the Named Person and Lead Professional
National Practice Model
Good Practice Examples
Information sharing
Chronologies

**Training in 2013**

**Education**
Education and Development Officer and Child Protection Training Officer have delivered 7 twilight sessions during 2013 to those who will be taking on the Role of the Named Person within Education.

The training comprised of:
The GIRFEC values and principals
The changes in culture, systems and practice necessary to fulfil that role
The role of the Named Person,
The child concerns folders and paperwork for the Named Person
Information Sharing and
Chronologies

**Health**
The Professional and Practice Development Nurse for Children and Young People, and the Child Protection Nurse Advisor delivered Named Person Training - a 1 day training delivered 3 times in May 2013 to 59 Health Workers, including a full complement of Health Visitors who will be taking on the role of Named Person, school Nurses and 1 Midwife.

The training consisted of:
Role of Named Person
GIRFEC Child Health Assessment
Child Health Chronology
Impact of trauma on brain Development

**Independent Schools**
Child Protection Training Officer has delivered a briefing to the Independent schools forum on the Role of the Named Person and the child concern folders and paperwork.

**General and Specific Workforce (National framework for Child Protection Learning and Development in Scotland 2012)**
The Role of the Named Person is also included in the Child Protection Basic Awareness and the Child Protection Inter-agency course to ensure that the key knowledge required of the specific workforce on understanding the role of the Named Person is met.