



27 July 2018

FREEDOM OF INFORMATION REQUEST – 956/18

Dear Sir/Madam

Your request for information has now been considered and the information requested is provided below.

Request/Response:

1. Have you had a reported incident regarding staff not following your safeguarding guidance in the last three years?

Answer: Rutland County Council has had a reported incident regarding staff not following your safeguarding guidance in the last three years.

2. If so, how many?

Answer: 11

3. How many legal actions have been taken against you due to staff not following safeguarding guidance?

Answer: None

4. Has anyone been disciplined or fired due to staff not following safeguarding guidance in the last three years?

Answer: Yes

5. How often do you undertake any education or training around safeguarding guidance?

Answer: There is a variety of training that staff can access through Family Workforce Matters for safeguarding. We also offer all staff various in-house training on a regular basis and are very responsive to the needs of staff where this is identified through PDR, Supervision, or through our QA process. We also have a variety of E-learning modules that are available to staff, some which are mandatory and will develop these further to respond to need.

Updating and Dissemination

6. How often are safeguarding guidance standards updated?

Answer: In Children's Social Care we use Tri-x online procedures and have a contract with Tri-x where we have twice yearly updates of our local procedures.

7. When was the last complete review of your safeguarding guidance?

Answer: In Children's Social Care we have reviewed all of our procedures in the last 12 months.

Storage and accessibility

8. In what format and programme do you hold your safeguarding guidance?

Answer: For Children's Social Care our local safeguarding procedures are online supported by Tri-x. We also have access to multi-agency procedures supported by the LSCB.

9. In what format and programme do staff access this guidance?

Answer: Via the internet for our online manual supported by Tri-x.

10. Can you access safeguarding guidance on mobile devices?

Answer: Staff can access our Tri-x online procedures using a mobile device.

11. If so, can this guidance be accessed while offline?

Answer: The Manual is intended to be viewed on line to ensure only the most up-to-date version of procedures are being used.

Audit and Review

12. Can your workforce audit their compliance to central standards regarding safeguarding guidelines and so identify any shortfalls?

Answer: Staff have the option to review their own compliance via internal audit.

13. Do you have the capability to audit delivery standards against current safeguarding guidance?

Answer: We do this via our internal QA process.

Quantitative measures

14. How many pages of safeguarding guidance does your organisation have?

Answer: It is not possible to say as we have guidance in a variety of places depending on the target audience and who these are produced by i.e. LA or LSCB procedures

If you are dissatisfied with the handling of your request please contact the Data Protection Officer, Rutland County Council, Catmose, Oakham, Rutland LE15 6HP
You can also complain to the Information Commissioner at:

The Information Commissioner's Office
Wycliffe House, Water lane
Wilmslow, Cheshire
SK9 5AF
Tel: 01625 545700

Yours faithfully

FOI Administrator
Business Support Team
Rutland County Council