

Terms of Reference for the Education Sub-Group

Background

The Lincolnshire Safeguarding Children Partnership has agreed the following strategic priorities for the 2025 - 28 Business Plan:

- Tackling Child Exploitation
- Enhancing the Emotional Wellbeing of Children through trauma aware practices
- To identify and reduce the impact of child neglect on children and young people
- To identify and reduce the impact of sexual and physical harm
- Responding, implementing, and evaluating the effectiveness of the new Working Together 2023 arrangements across the partnership
- Online Harms

Area of Assurance:

- To identify and reduce the impact of Domestic Abuse on children, young people and their families

Purpose

To engage education providers in the business of the LSCP and build a shared understanding of priorities to support schools and colleges in promoting the welfare of their pupils. The group aims to help Schools manage the fine balance between the need to educate children whilst meeting the requirement to safeguard pupils and promote their welfare.

The group will report into the Operational Delivery Group and Strategic Management Group via the LSCP Business Manager and Subgroup Chair.

Objectives

- Through its function, the group will promote effective working relationships between member agencies, professional groups, and voluntary organisations.
- To identify the needs of Education Services in Lincolnshire to safeguard children.
- To raise the profile of the work of the LSCP and share the learning with the wider education community.
- The group will provide support and guidance to aid the development, review and maintenance of the relationship between Education services and other professionals.
- To coordinate, develop, monitor and evaluate how the Partnership supports education providers, and how education providers are supported and then meet the needs to safeguard children.
- To facilitate shared learning and gain a better understanding of developments in LSCP policy and training which have come about in response to changes in legislation, the changes in service needs, and the implication of Significant Incident Reviews both locally and nationally.
- The Chair is to be responsible for reporting to the Operational Delivery Group and providing the subgroup update for the LSCP Annual Report
- To fulfil the identified strategic priorities in the LSCP Business Plan and the agreed Education Subgroup objectives.
- Through data and performance monitoring, provide assurance to the LSCP and LDAP Operational Groups on the function and delivery of Operation Encompass

Expectations

- All actions from subgroup meetings to be finalised/rationalised and fed back via the action log 10 days prior to the next meeting.
- The subgroup will meet a minimum of 6 times per year.
- Papers and agenda will be ready no less than 7 days prior to the meeting
- The action log and draft minutes will be circulated no later than 10 working days after the meeting.
- Draft minutes will be agreed by the subgroup chair and uploaded to the web site 7 days prior to the meeting.
- Actions will be completed in time for the following meeting of the subgroup
- Updates on actions to be sent to Administrators 7 days prior to the meeting.
- In order to ensure the group maintains momentum and delivery is sustained, it is an expectation of the subgroup that any materials produced will not require tabling on more than two occasions.
- Mobile phones will not be answered without prior consent of the chair at the beginning of the meeting.

Meetings and attendance

The subgroup can invite and co-opt temporary membership in order to develop and deliver a particular piece of work. This co-opted member does not hold voting rights.

Quoracy

To be Quorate the Subgroup will require, in addition to the Chair, the presence of 3 members of the group representing at least 3 different schools.

In order to ensure the group is quorate and business can be effectively delivered, all agencies are expected to be represented by one member of staff who has an understanding of the strategic priorities relating to the Partnership and sub group. Where attendance of one named member is not possible, it is expected that a suitable deputy be identified, and that they are properly briefed by the group member to ensure active contribution.

Representation at the sub group is expected to be no less than 75%

Membership

Sub-Group Membership	
Name/Role	Agency
Lesley Norton (Chair)	North Hykeham All Saints CE Primary School
Verity Wainwright (Vice-Chair)	Riseholme College & Bishop Burton College
Education Providers	Lincolnshire education settings
Stacey Waller, LSCP Business Manager	LSCP
Mandy Radley-Mitchell, LSCP Audit and Policy Officer	LSCP
Rachael Hunt, LSCP Learning and Development Officer	LSCP
Jill Chandar-Nair, Team Manager	LCC, Education
Stephanie Knox, Safeguarding & Education Welfare Supervisor	LCC, Safeguarding in Schools
Jane Impey, Senior Early Help Consultant	LCC, Early Help & TAC
Kathryn Smith, Stay Safe Coordinator	LCC, Safer Lincolnshire Partnership
Katherine Gilliatt, Early Years Sector Support and Development Consultant	LCC, Early Years

Sub-Group Membership	
Name/Role	Agency
Stephanie Vickers, Safeguarding Nurse Advisor	Children's Health (Op Encompass review only)
Guy Leach, Police Safeguarding Hub Office Manager	Lincolnshire Police (Op Encompass review only)
Trevor Stratton, LSCP Analyst	LSCP (Op Encompass review only)
Lara Iggulden, LDAP Domestic Abuse Operational Lead	LDAP (Op Encompass review only)

In Attendance	
Name/Role	Agency
LSCP Business Support	LSCP

Deputies

Members are expected to attend, but named deputies are to be provided, and are to attend and be briefed on the groups' business, only if necessary.

Approval

Date	Status	By
08.07.20	Approved	ESG
23.03.22	Updated – chair and membership details	Jo O'Boyle, LSCP
14.11.23	Updated	ESG
12.08.24	Update – chair name and membership updated (v1.4)	Jo O'Boyle, LSCP
14.05.25	Updates to Background (inclusion of LSCP Strategic Priorities 2025-28), and Membership (update of chair and vice chair) (v1.5)	Jo O'Boyle, LSCP