

Revoe Children's Centre post OfSTED Action Plan

Outcome	Key Actions	Action Lead	Timescale	Link to partners	Resource requirement	Success Criteria
Centre users, partners and parents are fully involved, engaged, influence and challenge the Centre to ensure high-quality, integrated provision which is highly responsive to local needs.	An updated Advisory Board is put together	CC Manager	End of May	All partners, parents and Centre users to be involved in the Advisory Group	Time, meeting space	Advisory Board in place
	Partners, parents and users are invited and the role and remit of the Board is fully explained including role of LA, Children's Trust, school Governance etc.	CC Manager	End of May			All partners attend the meeting and understand their role and remit on the Board.
	Centre Manager receives regular (at least 4-6 weeks) professional and safeguarding supervision.	LA in first instance Head Teacher	First date to be arranged by 8 th March and completed by 22 nd March			Regular professional and safeguarding supervision takes place
	All staff receive regular professional (safeguarding where appropriate) supervision	CC Manager	All dates to be in place by end of April			Regular supervision takes place for all staff
	Advisory Board receives support and training on the CC data to enable them to support planning and challenge the CC.	LA and CC Manager	By end of June			Data training is provided and Board members attend
	Advisory Board update the CC Development Plan and monitor and evaluate this at each meeting.	CC Manager	By end of June			Development Plan is updated and monitored at each meeting
	Annual Conversation is held with new HT, CC Manager and Chair of Advisory Board	LA and CC Manager	1 st May			Annual conversation has taken place.
	LA to increase number of monitoring visits to the Centre and offer support	LA	To start by end of April			Support in place
						Focus groups are planned for the first 6 months, Advisory Board support the decision about what is the focus and parents, partners, Centre users are engaged.

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	The Centre runs a number of task groups over the year to ensure wider engagement of partners, parents and Centre users. Advisory Board to be involved in deciding what the tasks groups cover.	CC Manager/Advisory Board	First focus group to be held by the end of June			
The Centre uses self evaluation to develop its services and planning of services to ensure high-quality, integrated provision which is highly responsive to local needs.	<p>The Centre to use the template provided by the LA to have on-going self evaluation using their data – this feeds in to the on-going planning and Development Plan and is used to set the Centre's own challenging targets</p> <p>The Centres Development Plan and targets are shared with all parents, partners and Centre users and focus groups are used to ensure they are fully involved in the identification of priorities. All Centre priorities for improvement are shared with all partners, parents and Centre users</p> <p>Once the new SEF template is produced the Centre completes the SEF with the Advisory Board. SEF is updated annually using the self assessment template information and data.</p>	<p>CC Manager/Advisory Board</p> <p>CC Manager/Advisory Board</p> <p>CC Manager/Advisory Board</p>	<p>Template completed by the end of May</p> <p>Updated Development Plan in place by end of June</p> <p>By end of July</p>	All partners, parents and Centre users	Time, meeting space	<p>Self evaluation template is completed and shared with Advisory Board</p> <p>Centre's own targets are set</p> <p>Parents have been involved in identifying the Centres priorities and all parents and partners informed and have a good understanding of the priorities for Centre improvement</p> <p>SEF template is completed and is updated annually using the on-going self evaluation template.</p>
Children feel and are safe from harm and the Centre promotes the safeguarding and welfare of all children and families	<p>The Centre's Safeguarding Policy is updated. All staff/volunteers sign to say they have read and understood it.</p> <p>Safeguarding Policy shared with the Advisory Board.</p>	<p>CC Manager</p> <p>CC Manager</p>	<p>End of March</p> <p>End of June</p>	All partners, parents and Centre users	Time	<p>Safeguarding policy is updated and signed off by all staff and volunteers</p> <p>Shared with the advisory board</p> <p>Access in place and being used effectively by</p>

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	Centre receives access to the list of children in their reach who are LAC, CIN and CP and also access to Frameworki	LA	Middle of May			Centre Manager
	Centre conducts regular (3 monthly) file audits to ensure all family files are robust and completed timely and accurately.	CC Manager	Starting middle of April			Audits started and completed within timescales set
	Centre Manager and their Line Manager attend the safeguarding supervision training provided by the LA. (see supervision in section 1)	CC Manager/HT	End of April			Safeguarding training attended and in place. Annual Conversation contains safeguarding challenge
	LA Annual Conversation contains challenge on safeguarding practice.	LA	1 st May			Timetable in place and reviews on-going
	Have a timetable for the review of risk assessments that are on-going to ensure all reviewed at least once every 6 months.	CC Manager	Start middle of April			Links made and effective working processes and procedures in place
	To make effective links with the homeless hostel and ensure effective working processes and procedures are in place	CC Manager	Start end of March			Safeguarding training completed at induction
	All new staff and volunteers to have safeguarding training as part of their induction and records of training kept on-going for all staff. Centre Manager to have level 2 training	CC Manager	Start end of March			Centre Manager has completed Level 2 training Training delivered
	Training on domestic violence is updated for all staff	CC Manager	Completed by end of April		Time	Courses delivered Regular checks are conducted and recorded

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	<p>Positive Parenting courses continue to be provided</p> <p>All Centre staff to receive regular checks on on-going knowledge of safeguarding</p> <p>The Centre receives information about all local children subject to CP plans</p> <p>Team meetings record regular discussions on safeguarding policies and practice</p> <p>Centre safeguarding policies and practices are checked regularly by the Head Teacher, Governing Body and LA</p>	<p>CC Manager</p> <p>Centre Manager, Head Teacher</p> <p>LA</p> <p>Centre Manager</p> <p>Head Teacher, Governing Body and LA</p>	<p>By the end of July</p> <p>Start by end of May</p> <p>Start by End of April</p> <p>Team meetings from April</p> <p>From May</p>		<p>ICT</p> <p>Time</p> <p>Time</p>	<p>Details shared on a regular basis</p> <p>Team meeting minutes record the safeguarding policy and practice discussions.</p> <p>Formal meetings arranged and recorded</p>
<p>The centre actively promotes equality and diversity and tackles discrimination.</p>	<p>The Centre is welcoming and accessible for all families and Centre users</p> <p>There is plan for the year of the festivals and celebrations that the Centre will promote and take part in with the community</p> <p>Parents have a voice and there are a number of ways that the parent voice is captured to ensure all have an opportunity</p>	<p>CC Manager</p> <p>CC Manager</p> <p>CC Manager</p>	<p>From March</p> <p>From end of March</p> <p>From May</p>	<p>All partners, parents and Centre users</p>	<p>Time, resources, training space</p>	<p>Centre is considered welcoming by all partners and parents</p> <p>Plan of celebrations and festivals in place and events held and recorded</p> <p>Parental feedback is recorded and actions are feedback to them</p>

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	<p>Children have a voice and there are a number of ways that the voice of the child is captured to ensure all have an opportunity</p> <p>Updated training on equality and diversity is provided for all the staff</p>	<p>CC Manager</p> <p>CC Manager</p>	<p>From June</p> <p>By end of August</p>			<p>Children's feedback is recorded and actions fed back to them</p> <p>Training is delivered and staff attend</p>
All CC policies are finalised, ratified by Governors, shared and signed by all staff and Advisory Board members	<p>Current policies which have been updated and re-written are ratified by Governors and signed as read and understood by staff</p> <p>Any new policies e.g. lone working and Medicine policies are written, ratified and signed up to by staff</p> <p>All policies are shared with the Advisory Board</p> <p>All policies are listed, dated and review dates are set.</p>	<p>CC Manager</p> <p>CC Manager</p> <p>CC Manager</p>	<p>By the end of May</p> <p>By the end of June</p> <p>By end of July</p> <p>End of May</p>			All policies are written, ratified and signed by all staff, volunteers and Advisory Board members.
The Head Teacher Governing Body, Advisory Board and Local Authority all make regular detailed challenging checks to ensure the Centre is making progress on quality improvement	<p>Annual Conversation is held with new HT, CC Manager and Chair of Advisory Board</p> <p>Formal checks are recorded by the Head Teacher Governing Body, Advisory Board on the work of the Centre</p> <p>Updated SEF shared with the LA (see section above)</p>	<p>CC Manager</p> <p>Head Teacher</p>	<p>End of April</p> <p>Regular times are set</p>		<p>Time</p> <p>Time</p>	<p>Annual Conversation notes are shared with the Governing Body and Advisory Board</p> <p>Regular checks are formalised and shared with the Governing Body, Advisory Board and LA</p>