



WESSEX YOT IMPROVEMENT PLAN

Report Publication Date: 24/8/11

Recommendation	What will be done?	Who will do it?	Timetable for completion:	Review date and progress:
<p>1. Asset assessments and plans should be timely and of good quality providing a robust analysis of the current needs of the case that is not obscured by previous information except where it is relevant.</p>	<p>a) Monthly WYOT QA Asset and intervention plan peer review audits to continue on a more targeted basis for WYOT staff where this has been identified as an area of improvement.</p>	<p>Area Manager (Performance & training)</p>	<p>30th September 2011 and monthly thereafter</p>	
	<p>b) Targeted local QA audits to become embedded in each operational team and results reported to WYOT Senior Management at their monthly meeting.</p>	<p>Head of Service, Area & Team Managers</p>	<p>31st December 2011</p>	
	<p>c) Monitoring of Assets whose</p>	<p>Area Manager</p>	<p>30th September 2011 &</p>	

	<p>scores remain unchanged following review and forwarding Team Mgrs to check duplication.</p> <p>d) Anonymised examples of good assessments and planning to be made available to WYOT staff as part of the QA process.</p> <p>e) Area/Team Managers to review plans of community cases in each supervision session with staff and to record review(s) on case file.</p>	<p>(Performance & training)</p> <p>Area Manager (Performance & training)</p> <p>Area/Team Managers</p>	<p>monthly thereafter</p> <p>31st December 2011</p> <p>30th September 2011 & monthly thereafter</p>	
<p>2. Specifically, a timely and good quality assessment of the individual's vulnerability and risk of harm to others is completed at the start in appropriate cases.</p>	<p>a) Effective monthly checks of Assets indicating high levels of risk and/or vulnerability to ensure a relevant plan is in place.</p> <p>b) Random monthly checks of Assets showing medium and low risk of harm to ensure the level of risk has been assessed correctly</p> <p>c) Training for all caseholding</p>	<p>Area & Team Manager</p> <p>Area & Team Manager</p>	<p>30th September 2011 & monthly thereafter</p> <p>30th September 2011 & monthly thereafter</p>	

	<p>staff (2 days) in assessment/planning/recording of risk of harm and vulnerability to be provided for staff.</p> <p>d) Regular observation of front line practice by WYOT Managers; all practitioners to have their practice observed at least twice yearly.</p>	<p>Area Manager (Performance & training)/Workforce Development Officer (Youth Justice)</p> <p>WYOT Management Team</p>	<p>31st of March 2012</p> <p>30th of September 2011 & at least monthly thereafter</p>	
3. Children and young people, and their parents/carers are actively and meaningfully involved in assessment and planning, including the timely use of self assessments and the assessment of learning styles	<p>a) Promotion of the use of 'What do you think' Assets to continue with monthly monitoring of completion rates to be introduced.</p> <p>b) Use of Learning Styles assessment tool to become embedded.</p> <p>c) Monitoring of use/quality of learning styles questionnaires by WYOT Diversity Group.</p>	<p>Head of Service / Area /Team Managers</p> <p>Head of Service/Area /Team Manager Head of Service/ WYOT Diversity Group</p>	<p>31st December 2011</p> <p>31st December 2011</p> <p>30th September 2011 & quarterly thereafter</p>	
4. As a consequence of the	a) See also Actions 1a), b) & e)	Area Manager	See Actions 1a) 1b) &	

<p>assessment, the record of the intervention plan is specific about what will now be done to safeguard the child or young person from harm, to make them less likely to reoffend, and to minimise any identified Risk of Harm to others. In particular the plan of work should set appropriate goals and be clearly sequenced.</p>	<p>and 2c) b) Safeguarding training to be provided for staff where identified as a learning need.</p>	<p>(Performance & training) Area Manager (Performance & training)/Workforce Development Officer (Youth Justice)</p>	<p>2b) 31st of March 2012</p>	
<p>5. Vulnerability management plans are completed on time and are of good quality. They clarify the roles and responsibilities of staff and include planned responses to changes in the child or young person's own vulnerability.</p>	<p>a) see Actions 2a & b</p>	<p>Area/Team Managers</p>	<p>30th September 2011 & monthly thereafter</p>	
<p>6. For both custodial and community cases, the plan of work is regularly reviewed and correctly</p>	<p>a) Team and Area Managers notified monthly of those young people in custody where a review of the</p>	<p>Area/Team Managers/ Wessex Resettlement Co-ordinator</p>	<p>30th September 2011 & monthly thereafter</p>	

<p>recorded in Asset with a frequency consistent with national standards for youth justice.</p>	<p>intervention/pre release plan is due to ensure a timely/correct review of the plan is done.</p> <p>b) See also Action 1e).</p>	<p>Area/Team Managers</p>	<p>From 30th September 2011 onwards</p>	
<p>7. There is regular and effective oversight by management, especially of screening decisions and ensuring planned actions are delivered. Management comments should be recorded within the case record as appropriate to the case.</p>	<p>a) Case discussions/decision in monthly supervision sessions to be promptly recorded on case file by line managers.</p> <p>b) Risk of Serious Harm Assets to be effectively quality assured before counter signing by managers.</p> <p>c) A random list of counter-signed ROSH Assets to be produced monthly and checked for quality by WYOT Senior Managers.</p> <p>d) All WYOT Team Managers to participate in 2 days training in risk/vulnerability management.</p>	<p>Area/Team Managers</p> <p>Area/Team Managers</p> <p>Head of Service/Area Managers</p> <p>Head of Performance & training/WYOT Team Managers</p>	<p>From 30th September 2011 onwards</p> <p>From 30th September 2011 onwards</p> <p>From 30th September 2011 onwards</p> <p>31st December 2011</p>	

8. The case record should at all times contain accurate, sufficient and up to date information, in order to support the continuity of services to children and young people. This should include sufficient information on interventions delivered by others.	a) See also Actions 1a, 1b & 2c b) A random list of cases to be produced monthly and checked for quality by WYOT Senior Managers.	Head of Service/Area Managers	From 30 th September 2011 onwards	
Name of person completing this plan: Ian Langley		Designation: Head of Wessex YOT		Date: 19/8/11

This template is for guidance only - you are welcome to use your own template, or include these actions in other plans.