

Serious Safeguarding Incident/Rapid Review Flowchart

Working day 1

Referring agency reviews Serious Incident threshold in Working Together 2018 and submits a Serious Incident referral to the TSCP generic email in-box if threshold is deemed met.

Working days 1 to 5

TSCP Business Team advise the LA of the referral, designated LA/TSCP officers review referral information against threshold before sanctioning LA online notification to National Panel and initiating a Rapid Review. Designated officers agree chair, attendees, date, and scope of Rapid Review meeting. LA reports event to safeguarding partners if Rapid Review threshold is deemed unmet.

Serious Incident scoping formsent to all relevant agencies to complete chronology and supporting information sections.

Working days 5 to 9

Completed scoping/supporting information returned by agencies. All documentation shared with those attending the Rapid Review meeting.

Working days 9 to 12

**Rapid Review** meeting held to:

* Review the facts about the Serious Incident presented in the documentation.
* Agree any immediate actions required.
* Consider the information against the criteria for a Child Safeguarding Practice Review (CSPR).
* Decide whether a CSPR or alternative learning review should take place or if all learning has been identified within the Rapid Review.
* Chair to complete the Rapid Review Report template and agree final recommendation to the TSCP Executive Group.

Working day 15

Working days 12 to 14

Final TSCP approved Rapid Review Report and accompanying letter sent to National Panel.

TSCP partners (and the agency who made the referral) informed of the outcome of the Rapid Review

**Rapid Review Endorsement meeting**

TSCP Executive Group analyse the nature and content of the Rapid Review Report and endorse or seek amendment to the report’s recommendation/s as required.