

MANAGEMENT ACTION NOTE 09: Dip-sampling risk assessments (Covid-19)

CONTEXT

For each and young person open to children's social care, there will be an up-to-date risk assessment in place (see [Management Action Note 06](#) for more information).

For each child and young person open to children's social care, the Vulnerability Tracking Tool will be completed, and then completed again each time the risk assessment is reviewed and updated (See [Management Action Note 08](#) for more information)

To provide us with confidence that the quality of our assessments is good, and that we are responding appropriately to risk and vulnerability, we will dip-sample a proportion of risk assessments completed and subsequently reviewed, throughout the period of our response to the Covid-19 outbreak.

The findings of the dip-sampling activity will be shared with managers and leaders across the service.

A simple [online form](#) has been created to record the dip-sampling activity.

Area Managers, Senior Managers and Locality Directors, will undertake dip-sampling activity, as follows:

- Each Area Manager, Senior Manager and Locality Director will dip-sample a minimum of 25 cases each week, spread as follows in their own service areas – Red (10), Amber (10), Green (5).
- Senior managers/Locality Directors will co-ordinate the spread of sampling in their service areas (to prevent the same case being dip-sampled more than once in any given week)
- Each dip-sample will be recorded in the [online form](#).

Where there is a difference of opinion about the RAG rating between the Area or Senior Manager completing the dip-sample, and the Social Worker/Team Manager, there is an expectation that this is discussed, with next steps agreed, action taken, and recorded.

Area and Senior Managers will ensure that all remedial actions from dip sampling activity are completed.

A targeted approach to specific cohorts of children will be applied at a later stage.

Actions Agreed	Manager Responsible
Senior Manager/Locality Director to coordinate spread of dip-sampling in their own service area.	Senior Manager / Locality Director
<p>Minimum 25 cases dip-sampled each week</p> <ul style="list-style-type: none"> • Locality Director (North) • Area Manager (North) • Locality Director (Mid & East) • Area Manager (Mid & east) • Locality Director (Exeter) • Area Manager (Exeter) • Locality Director (South) • Area Manager (South) • Senior Manager (Disabled Children’s Service) • Area Manager (Disabled Children’s Service) • Senior Manager (Corporate Parenting) • Area Manager (Corporate Parenting) • Area Manager (Fostering) • Area Manager (SGO) • Senior Manager (Workforce Development) • Improvement Lead • Improvement Director • Head of Service <p style="text-align: right;">(sampled size = 450)</p> <p>Note: Senior Manager (Safeguarding and QA) and Senior Leads (QARSS) to be used for targeted sampling and other QA activity.</p>	Area Manager / Senior Manager / Locality Director / Improvement Lead / Improvement Director / Head of Service.

Darryl Freeman

Head of Children’s Social Care (Deputy Chief Officer)
Children’s Services

Issued: 9 April 2020

Review: March 2021