# Children’s Support and Safeguarding Service

## Quality Assurance and Performance Meeting - Team Manager/Leader Report

Please limit your response to 5 bullet points and 1 priority action

|  |  |  |  |
| --- | --- | --- | --- |
| Team |  | Date |  |
| Manager’s Name |  |
| Quality of practice (highlight areas of good practice and areas for development, from Practice Reviews, Team and dip audit findings, actions identified, consider identity and diversity, SEND) |
| Priority Action: |
| Key Performance Information (focus on trends, exceptions and proposed interventions) |
| Priority Action: |
| Workforce (caseloads, starters, leavers, proportion of NQSWs, morale) |
| Priority Action: |
| Learning from service user feedback (compliments and complaint, feedback from children and families and outcomes)  |
| Priority Action: |
| Partnership working (what’s working well, areas of concern, resolving professional difficulties, complaints. Compliments, SEND) |
| Priority Action: |
| Finance and budgets (projected overspends and mitigating actions) |
| Priority Action: |