

**Portsmouth Safeguarding Children Board (PSCB)**

**Single Agency Audits/Reviews Reporting Template**

All agencies in Portsmouth have a responsibility to check the quality of their child safeguarding and early help practice and processes to ensure children are protected from harm. There are various methods for this including reviewing case files, assessments and/or plans, case reviews and interviews with clients.

The PSCB would like to know the results of these. They will contribute to the PSCB's understanding about how well children are safeguarded and can contribute to our Training Programme.  It will also help the PSCB to avoid duplication of work, when planning the multi-agency audit programme.

Please complete one of these templates for each audit/review you carry out.

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| 1. **Your Details** |
| Name of Agency: Click here to enter text. |
| Your name: Click here to enter text. |
| Your contact details: Click here to enter text. |
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| 1. **The Audit or Review Recently Carried out** |
| Title of Audit or Review: Click here to enter text. |
| What led to the Audit or Review being carried out? Click here to enter text. |
| How was the Audit or Review carried out - what methods did you use? Click here to enter text. |
| How was the voice and /or experiences of children heard in the Audit or Review? Click here to enter text. |

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| 1. **What were the main findings of the Audit or Review?**   What did it tell you about safeguarding children? |
| 1. Click here to enter text. 2. Click here to enter text. 3. Click here to enter text. 4. Click here to enter text. |

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| 1. **What are the Recommendations as a result of the Audit or Review?** |
| For your agency: Click here to enter text. |
| For other agencies: Click here to enter text. |
| For the PSCB: Click here to enter text. |

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| 1. **Is there an Action Plan to respond to the Recommendations?** |
| **Yes** *(If yes, please attach Action Plan)*  **No** |

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| 1. **Which Single Agency or Multi-Agency Groups (e.g. Management Teams, Governing Bodies, Committees or Boards) has the Audit been submitted to?** |
| Click here to enter text. |

**Signed:** Click here to enter text. **Date** Click here to enter text.

**Please submit to the PSCB Monitoring, Evaluation and Scrutiny Committee via** [**PSCB@portsmouthcc.gov.uk**](mailto:PSCB@portsmouthcc.gov.uk)