

GLOSSARY

- **Budget Holding Lead Professionals**

The budget holding lead professional will have access to a budget of between £200 - £2000 per year to be used on services to meet the needs of the family with which they are working. This is over and above any services which are already provided to the family.
- **Child Index**

Every local authority has to establish a child index. This is an electronic index of all children within the area and is only available to professionals on a limited basis, to safeguard the confidentiality of the children.
- **Children and Young People's Plan (CYPP)**

Is developed by partners within the Children's Trust. In Derbyshire the plan covers the period 2006-2009 and is reviewed each year, with contribution from partner organisations and children and young people, where possible.
- **Children Looked After/Looked After Children**

Under the Children Act 1989, a child is being defined as being looked after by a local authority if he or she is in the care or is provided with accommodation for more than 24 hours by the local authority. This is often in foster care placements.
- **Children's Centres**

Will work with approximately 800 children and their families in a geographic area through centre based and outreach work often using existing services and a reshaping of services to better meet children and parents needs.
- **Children's Trust**

This is made up of all services for children and young people provided in Derbyshire. It includes contributions from all sectors and covers the age range 0-25 years.
- **Children's Trust Board**

Panel made up of representatives working in a variety of sectors within Children's Services to guide and lead development of children's services within the county.
- **Commissioning**

Commissioning can be defined as purchasing a service which meets a need that has been identified and the commissioning with the use of public funding requires working to the principle of best value, where both quality and price are taken into consideration.
- **Common Assessment Framework (CAF)**

The Common Assessment Framework is a basic assessment that is undertaken with a family to assess need and to decide on appropriate services that might meet that need. It is usually used to respond to social care or health needs.

- **Criminal Records Bureau (CRB)**
The organisation that holds information about the suitability of people to work with children.
- **Derbyshire Directory of Services**
Is based on the Derbyshire County Council website. It lists services throughout the county, including a section on services for children, young people and families.
- **Director of Children's Services (DCS)**
The Director of Children's Services (DCS) is the senior officer with overall responsibility for Children's Services within the Authority. The DCS reports to the Children's Trust Board and to the lead elected member with responsibility for Children's Services.
- **Early Years Foundation Stage**
The name given to the framework for birth to Key Stage 1, joining Birth to Three Matters and the Foundation Stage.
- **Elected Member with responsibility for Children's Services**
County Councillor with overall responsibility for Children's Services across Education and Social Services working in partnership with Health and the interface between these and the private, voluntary and independent sector services.
- **Extended Services in and around Schools**
Extended services in and around a school providing a range of services and activities often beyond the school day to help meet the needs of children, their families and the wider community.
- **Family Support**
A generic term used for supporting families who may be in need of additional services.
- **Full Circle**
Is the name given to the Derbyshire document suggesting ways in which providers of services can consult with service users to inform future service development.
- **Information Sharing Agreement (ISA)**
The information sharing agreement is an agreement in place across the Children's Trust. Providers of services sign up to the agreement on the basis that they agree to share information between themselves and other organisations if it is in the best interest of the child, young person or the family.
- **Integrated Services**
Joining of two or more services around the needs of children for example, education and childcare working together with Health.
- **Job Centre Plus**
The employment service.

- **Joint Area Review (JAR)**
The Joint Area Review is the term for the inspection of children's services which includes statutory, voluntary, community and independent services within the Authority. The inspectors come from a range of organisations and will spend time talking to children, young people and families about their experiences of service provision within the county.
- **Lead Professional**
A person who agrees to take on lead responsibility for ensuring access to a range of services for a child or family.
- **Local Area Agreement (LAA)**
The Local Area Agreement is agreed between the local authority and government office. It outlines the ways in which the local authority addresses four priority areas using pooled budgets, including the area of services for children and young people.
- **Local Networking**
Opportunity for services for children and families to work more closely together in local communities.
- **Local Partnership Groups**
These have formerly been known as Local Implementation Groups (LIGs). The Local Partnership Groups are being refocused and will consist of approximately 10 professionals with management responsibility working in an area representing different organisations working with children and young people.
- **Mediation Services**
Counselling for children and families caught up in conflict or family separation.
- **National Service Framework for Children, Young People and Maternity Services (NFF).**
A 10 year plan which proposes ways of addressing child health issues to reduce inequalities.
- **Neighbourhood Nurseries**
Full day care developed in areas of high disadvantage to support children and their families.
- **Out of School Clubs**
May be open before and/or after school and/or all day long during school holidays. Providing an enjoyable place for children to play, meet and sometimes catch up on homework.
- **Outcomes**
The difference that service provision makes to children, young people and their families.
- **Outputs**
The way in which services work with children and families.

- **Outreach**
Services which are responsive to community needs and work either in the home or in community venues.
- **Pathways to Registration**
Tracks childcare providers from initial contact through to registration.
- **Personal Signposting**
Discussion with families regarding their needs and identification of suitable services to meet those needs.
- **Pooled Budgets**
Are made up of funding from a variety of sources; for example a budget including funding from Health and from the local authority.
- **Preventative and Targeted Services**
This phrase refers to specialist services that are designed to prevent problem development or to target problem development with appropriate services that meet need.
- **Primary Care Trust (PCT)**
The Primary Care Trust in Derbyshire has responsibility for ensuring the availability of health services throughout Derbyshire. Until recently there were 7 PCTs within Derbyshire but restructuring has resulted in 1 PCT for Derbyshire with a separate PCT for Derby city and Glossop being included in Tameside PCT.
- **Qualification Framework**
A means of organising qualifications and illustrating clear pathways for people to move from one qualification to another and therefore possibly into another area of employment within Children's Services.
- **Safeguarding**
Safeguarding is taken to mean:
 - All agencies working with children and young people and their families take all reasonable measures to ensure that the risks of harm to children's welfare are minimised and;
 - Where there are concerns about children and young people's welfare, all agencies take appropriate actions to address those concerns working to agreed local policies and procedures in full partnership with other local agencies.
- **Safeguarding Children's Board**
The Strategic Panel with responsibility for ensuring the safety of children and young people throughout the county.
- **School Cluster**
This refers to the secondary school at the feeder primary schools within the area of the secondary school. Schools are encouraged to work in clusters in order to provide the extended services that are required by children and families.
- **School's Commissioning Toolkit**
This is a Derbyshire framework which may be used by schools to

commission additional services safely and ensure they are of good quality, for example additional school nursing support, or additional counselling for pupils attending the school.

- **SureStart Local Programme**
Projects working with parents and parents to be to improve children's life chances, covering approximately 800 children aged 0 – 4 years and their families. Sure Starts are now in the process of developing into Children's Centres.
- **Swift and Easy Referral**
This is similar to personal signposting.
- **Task and Finish Groups**
Small groups who work on a particular issue and who make recommendations for future development.
- **Universal Services**
This term refers to services that are available to all people within the category, for example schools, where there is no referral mechanism or criteria for accessing the service apart from being relevant age or within the relevant geographical area.
- **VCI Coordinator**
Has responsibility for coordinating the support to the voluntary, community and independent sector, working within services for children and young people. There is also a VCI reference group, which guides the work of the VCI Coordinator.
- **Voluntary, Community and Independent Sector (VCI)**
The voluntary, community and independent sector within Derbyshire offers a wide range of services to children, young people and their families. The VCI sector is sometimes referred to as the 'Third Sector'.
- **Workforce Reform/Development**
Review of roles and posts across all organisations providing services for children, young people and families, including training requirements and plans for professional development opportunities.
- **Workstreams**
Task groups to implement the move towards joining up the Children's Services agenda.
- **Wraparound Childcare**
Childcare that wraps around the school day. Often including breakfast and after school provision.