

NEED TO KNOW LIST FOR INDEPENDENT CHAIR OF THE LSCB

The Independent Chair of the LSCB must be informed at the earliest opportunity, via the [LSCB Business Manager](#), of the occurrence of any of the situations specified in the list below. In cases of 'need to know', an e-mail giving a brief summary of the issue should be sent to the [LSCB Business Manager](#) who will share with the Independent Chair, or Vice Chair in the absence of the Independent Chair.

1	Any enquiry by the media regarding the Board, its function or regarding a Serious Case Review (SCR).
2	Any matter or incident arising that may bring the LSCB into the public eye.
3	A Serious Incident Notification to Ofsted including the death of a child looked after or subject to a Child Protection Plan, a child who attends a school in Redbridge, a child in a residential school placement arranged by the Borough or a young person placed in a youth offender institution.
4	Any case where a partner agency believes that the criteria, for a Serious Case Review (SCR) may have been met. The criteria, specified in the London Child Protection Procedures is: "A Serious Case Review must always be initiated when: a. Abuse or Neglect of a child is known or suspected; AND b. Either (i) the child has died; OR (ii) the child has been seriously harmed and there is cause for concern as to the way in which the authority, their Board partners or other relevant persons have worked together to safeguard the child."

NB: The 'Need to Know' list is aligned to the Partner Agency Agreement and has to be accepted by all Board partner agency representatives.

September 2017