



Kingston and Richmond
Safeguarding Children Partnership

Kingston & Richmond Safeguarding Children Partnership
Vulnerable Children & Adolescent Subgroup - Terms of Reference
February 2025

I. Purpose

- The Vulnerable Children and Adolescent Subgroup is accountable to the Kingston & Richmond Safeguarding Children Partnership.
- The subgroup aims to ensure an effective and timely response from all agencies involved in managing children and young people missing from home, care or education and those at risk of exploitation, radicalisation and extremism, sexually harmful behaviour, trafficking, serious youth violence, gangs and groups and substance misuse.
- The subgroup also ensures that the pan London MACE protocol and the identified worries within this protocol and children missing from home, care and education are interlinked at a strategic level to ensure they are addressed independently but with reference to one another.

The Vulnerable Children and Adolescent subgroup operates in alignment with the Working Together to Safeguard Children 2023 Guidance. Key aspects of this alignment include:

- **Multi-Agency Cooperation:** Protecting children from abuse, neglect, and exploitation requires multi-agency join up and cooperation at all levels. (Chapter 2) aligns with the MACE and Missing Subgroup's role in ensuring an effective and timely response from all agencies involved in managing children and young people at risk of various harms, including exploitation, radicalisation, and serious youth violence.
- **Interlinked Safeguarding Approaches:** There are interdependencies between local arrangements and other strategic partnership work happening locally to support children and families. (Chapter 2). The subgroup's commitment to addressing children missing from home, care, and education alongside exploitation and other risks, ensuring these are addressed both independently and interlinked, aligns with the emphasis on coordinating efforts across different strategic partnerships.
- For further context, please refer to Working Together to Safeguard Children 2023.

II. Anti-racist and discriminatory practice

The Vulnerable Children & Adolescent Subgroup is committed to upholding the principles of Equality, Diversity, and Inclusion (EDI) as outlined in the Kingston and Richmond Safeguarding Children Partnership EDI Statement¹. The subgroup will actively work to recognise and address issues of identity, discrimination, and inequality that may affect children and young people at risk of exploitation, missing episodes, and other serious harms. The approach will prioritise inclusivity and fairness, ensuring that the needs of all children, regardless of their background or circumstances, are met with understanding, respect, and appropriate intervention.

III. Membership

Membership of the Vulnerable Children & Adolescent Subgroup will include representatives from:

- Richmond and Kingston Police SW BCU
- Children's Social Care - CAMHS

¹ [Equality, diversity and inclusion statement - Kingston and Richmond Safeguarding Children Partnership](#)

- Richmond and Kingston Children’s Services
- ICB designated nurse Safeguarding
- ICB designated nurse Children Looked After
- Named Nurses for Community and acute Healthcare providers, Kingston and Richmond
- Kingston and Richmond Public Health
- Domestic Violence Coordinators Kingston & Richmond (Community Safety Partnership / Safer Kingston Partnership)
- Integrated Youth Support, Richmond and Kingston
- Kingston and Richmond Education Services
- Voluntary sector
- Phoenix Project AfC
- Gangs Worker, AfC
- Wolverton Sexual Health Unit, Kingston Hospital
- Maternity Services, if required, Kingston Hospital or West Middlesex University Hospital
- Representatives from the other partner agencies may be asked to join the group as required if additional needs are identified or specialist advice is required.

IV. Duties of subgroup members

- Implement statutory procedures with regards to MACE and children missing from home, care and education.
- Put in place clear local practice and procedures, as required.
- Ensure that all objectives are managed in line with statutory requirements and any agreed MACE and Missing Children protocols and ensure recommendations are made to the designated safeguarding partners of Kingston & Richmond Safeguarding Children Partnership (KRSCP).
- Work with projects and initiatives, identify any gaps through scrutiny of multi-agency data and learning reviews, devise action plans and implement actions.
- Ensure that lessons learnt from MACE and Missing Children processes are disseminated and acted upon and that there is appropriate quality assurance and training in place throughout the agencies and boroughs.
- Disseminate learning throughout agencies and the public in Kingston and Richmond to raise awareness of MACE issues.

V. Governance and accountability:

- The Vulnerable Children & Adolescents Subgroup is jointly chaired by the Director of Children’s Social Care for Kingston and Richmond and the Detective Chief Inspector of Kingston and Richmond Police. This arrangement will be reviewed annually.
- The subgroup is coordinated by the KRSCP team.
- The subgroup chair will report quarterly on activity and outcomes achieved by the subgroup to the statutory strategic executive group. The chair will also attend the meeting of subgroup chairs.
- Subgroup members will provide an annual update as part of the KRSCP annual report

VI. Subgroup operation

- Subgroup meetings will take place four times per year.
- Subgroup members are expected to attend every meeting. Where there is a legitimate reason for non-attendance, an apology must be sent and a representative nominated to attend. Attendance at subgroup meetings will be monitored, and lack of representation from agencies will be highlighted.
- Meeting agendas will be circulated at least five working days before the meeting. Minutes will be distributed to subgroup members after the meeting.

VII. Review

The terms of reference will be reviewed at least every two years, or more frequently, if necessary, to ensure they remain relevant and effective in guiding the subgroup's work.