Quality assurance standards for probation serious further offence reviews

1. Analysis of practice

The SFO review provides a robust and transparent analysis of assessment, planning, implementation and reviewing practice at all levels.

a) Does the SFO review sufficiently consider whether all reasonable action was taken?

b) Does the SFO review sufficiently analyse crucial decisions?

c) Does the SFO review sufficiently analyse missed opportunities?

d) Does the SFO review sufficiently explore underpinning reasons for any deficiencies in practice where they existed?

e) Does the SFO review include sufficient analysis of systemic or procedural factors in relation to probation practice and decision-making?

f) Does the SFO review sufficiently examine the partnership work with other agencies?

g) Does the SFO review sufficiently highlight areas of exceptional practice where they existed?

h) Does the SFO review sufficiently identify practice that needs to be addressed through staff performance and discipline where necessary?

2. Sufficient judgements

The SFO review provides clear and balanced judgements on the sufficiency of practice.

a) Does the SFO review include the views of all relevant staff about the case and practice expectations to inform judgements?

b) Does the SFO review make sufficient judgements on the practice of staff at all levels?

c) Does the SFO review include sufficient judgements on systemic or procedural factors in relation to probation practice and decision-making?

d) Does the SFO review contain sufficient judgement of probation policy?

e) Does the SFO review sufficiently explain the significance and impact of deficiencies and missed opportunities?

f) Does the SFO review sufficiently come to conclusions on partnership working?

g) Does the SFO review contain sufficient judgements throughout to inform the action plan?

3. Learning

The SFO review enables appropriate learning to drive improvement.

3.1 Does the SFO review identify areas for learning and practice improvement?

a) Does the SFO review sufficiently identify areas for improvement for staff at all levels?

b) Does the SFO review sufficiently identify areas for improvement at a local level?

c) Does the SFO review sufficiently identify areas for improvement at a regional level?

d) Where relevant, does the SFO review sufficiently identify areas for improvement at a national level?

e) Where relevant does the SFO review sufficiently identify areas for improvement in respect of multi-agency working?

f) Does the countersignature process ensure the review is of sufficient quality and identifies relevant learning?

3.2 Do the planned actions sufficiently capture the learning and practice improvement?

a) Do the planned actions sufficiently address deficiencies identified for staff at all levels in the SFO review?

b) Do the planned actions sufficiently address deficiencies identified at a local level in the SFO review?

c) Do the planned actions sufficiently address deficiencies identified at a regional level in the SFO review?

d) Do the planned actions sufficiently address deficiencies identified at a national level in the SFO review where they existed?

e) Do the planned actions contain sufficient developmental activity to effect change?

f) Do the planned actions identify effective measures for evidencing progress/outcomes?

g) Do the planned actions include sufficient assurances about how learning will be shared with partner agencies?

4. Victims and their families

The SFO review is appropriate to share with victims and their families and meets their needs.

a) Is the language used in the SFO review sufficiently accessible?

b) Is the SFO review written sensitively to account for the impact on victims and their families?

c) Does the SFO review sufficiently and transparently focus on practice relevant to the circumstances of the SFO?

d) Does the SFO review present sufficient judgements, with examples used as evidence to support these?

e) Does the review only contain information that can be shared?

f) Is the review concise, informative, and accurate?