





## What happens each week?

## Reporting

*Please note that the week numbers are indicative only and subject to change, particularly during holiday periods etc.*

<b>Weeks 16 - 17</b>	The inspection lead completes report writing.
<b>Week 17</b>	The inspection lead, depute inspection lead and scrutiny partners meet with the CPP (Wednesday) to discuss the key messages, high level findings and priority areas for improvement based on the inspection findings (PD3).
<b>Week 18</b>	Inspection lead and depute inspection lead attend the Care Inspectorate's Quality and Consistency Panel (Tuesday) to agree findings in relation to the four inspection statements and an evaluation of quality indicator 2.1. For more information about our <a href="#">Quality assurance arrangements</a> .
<b>Week 19</b>	Draft report is sent to the CPP at the start of the week (Monday 10.00 am) for factual accuracy check. The CPP returns its collective accuracy comments on the report to the inspection lead by the Friday. These will be addressed and the partnership advised of any amendments made prior to publication. Inspection lead, SSO and young inspection volunteers prepare key messages for children and young people's video.
<b>Week 20</b>	Following receipt of accuracy comments from CPP final edits and checks completed within Care Inspectorate and report prepared for publication.
<b>Week 21</b>	Advance publication of report to partnership (Tuesday).
<b>Week 22</b>	Report published (Tuesday 10.00 am). Video subsequently provided to young people. CPP subsequently completes <a href="#">post-inspection questionnaire</a> to provide feedback on their experience of the joint inspection.

<b>Reporting</b>	
 <b>Who is involved during this stage?</b>	
<b>Care Inspectorate:</b>	<b>Community Planning Partnership:</b>
<ul style="list-style-type: none"> <li>• Inspection lead</li> <li>• Depute inspection lead</li> <li>• Strategic support officer (SSO)</li> <li>• Scrutiny partners</li> <li>• Young inspection volunteers</li> <li>• Link inspector</li> <li>• Service manager</li> <li>• Quality and consistency panel</li> </ul>	<ul style="list-style-type: none"> <li>• Inspection co-ordinator</li> <li>• Chief officers - for the CPP to determine</li> <li>• Senior officers with lead responsibility for child protection</li> </ul>

<b>Reporting</b>	
 <b>Need to know more?</b>	
<b>Further Information:</b>	<b>Key documents:</b>
<ul style="list-style-type: none"> <li>• <a href="#">Action Plan</a></li> <li>• <a href="#">Partnership discussions</a></li> <li>• <a href="#">Quality assurance</a></li> <li>• <a href="#">Reporting</a></li> <li>• <a href="#">Sharing information with other inspection bodies and Scottish</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Partnership discussions schedule</a></li> <li>• <a href="#">Post-inspection questionnaire</a></li> <li>• <a href="#">Quality assurance arrangements</a></li> </ul>



Need to know more?

**Further Information:**

[Government](#)

- [Support for improvement](#)

**Key documents:**

