Appendix 13 – Safeguarding children pathway

**Practitioner has concerns about a child’s welfare including disclosures/observation of parental Domestic Violence (DV)**

- Practitioner discusses with manager and/or safeguarding team (SG) or senior colleagues.
- Practitioner still has concerns, and child meets threshold for risk of significant harm, make a child’s social care (CSC) referral.
- Commence the relevant documentation: Referral form from child’s locality, they will send electronic version if required or use ‘Trust referral form on Intranet (Safeguarding Children page). Ensure focus remains on safeguarding concerns, with less emphasis on medical condition unless relevant.
  - If unsure seek advice from senior colleagues
  - Document on EPR and upload any referrals under ‘safeguarding’.
- Discuss with CSC Duty Desk via telephone and follow-up with written referral within 24 hours. Inform Named Nurse or Doctor of your referral.
- CSC to acknowledge receipt and decide on action within one working day.
- Liaise with Safeguarding Team when you receive a decision (or not) from CSC via safeguardingchildren@rbht.nhs.uk
- Ensure any involved external agencies are informed (e.g. Health Visitor; School Nurse; GP/referring hospital).

<table>
<thead>
<tr>
<th><strong>SAFEGUARDING ADVICE CONTACTS</strong> (as at April 2018)</th>
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<tbody>
<tr>
<td><strong>Name</strong></td>
</tr>
<tr>
<td>Lorna Waite</td>
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<tr>
<td>Maggie Rogers</td>
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<tr>
<td>Hannah Wallace</td>
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<tr>
<td>Jonathan Penny</td>
</tr>
<tr>
<td>Michele Puckey</td>
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<tr>
<td>Frank Butau</td>
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<tr>
<td>Rachel Ward</td>
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</tbody>
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**Social Worker (SW) Teams:**
- Chelsea & Westminster Hospital SW Team: 020 3315 1316 Out of hours: 020 7373 2227
- Hillingdon Social Work Team: 01895 556 644 Out of hours: 01895 250 111
- Westminster SW Team Email: accettocohildren@westminster.gov.uk Out of hours: 0207 641 6001

*If a serious safeguarding incident/disclosure occurs whilst the child/young person* is on site, please contact Chelsea & Westminster Hospital /Hillingdon/Westminster (for Wimpole St Clinic) SW teams below in the first instance.

*This includes siblings and children of patients.*

1. Contact SG Team via phone/bleep below or complete Safeguarding children advice form (found here): [http://www2.rbht.nhs.uk/services/paediatrics/safeguarding-children/](http://www2.rbht.nhs.uk/services/paediatrics/safeguarding-children/)
2. Speak to parents/carers to understand situation if appropriate.
3. Speak to the child if possible and appropriate – document what he/she says. DO NOT PROMPT.
4. Investigate if concerns with other agencies:
   a. Referring hospital/GP
   b. 6-10 years Health Visitor
   c. 11-18 School Nurse/Community Teams’ School SG Lead
   d. CSC/CWDT
5. If child or young person admitted, consider an early Discharge Planning Meeting.
6. Consider convening a Professionals’ Meeting (no consent required) or a Team Around the Child (TAC - parent/carer invited).

*If unsure seek advice and document*

Ensure documentation of concerns and communications on EPR under ‘safeguarding’. Updated Feb 2019