

M3 – SAFEGUARDING CHILDREN POLICY

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Name of ratifying committee:	Clinical Quality Steering Group
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Version Control, Review and Amendment Logs

Version Control Table				
Version	Date	Author	Status	Comment
7.1	August 2017	Julie Knowles	Current	Annual review undertaken as part of commissioning arrangements
7	January 2016	Julie Knowles	Archived	
6	April 2013	Julie Knowles	Archived	Review of Policy and amendments made as necessary
5	January 2012	Julie Knowles	Archived	Review of Policy and amendments made as necessary
4	July 2010	Julie Knowles	Archived	Associated procedures changed to encompass new SUDI protocol
3	December 2009	Julie Knowles	Archived	
2	October 2006	Julie Knowles	Archived	
1	May 2004	Tilly Jones	Archived	

Child Protection Procedures				
0	October 1998	Unknown	Archived	Renamed as Child Protection Policy
Policy and Procedure for Nursing Staff Requested to give Patient Information and /or a Statement to a Member of the Police Force.				
0	March 1998	Unknown	Archived	Incorporated into Child Protection Policy
Recommendations for Procedures if Known Schedule 1 Offenders are Admitted or Visit Alder Hey Children's Hospital				
0	April 1996	Unknown	Archived	Incorporated into Child Protection Policy
Nurse Attendance at Child Protection Conferences				
0	March 1995	Unknown	Archived	No longer a Trust policy. Dealt with by PCT
Identification by Blue Spot of Hospital Medical Records of Children on Liverpool's and South Sefton Child Protection Register				
0	March 1995	Unknown	Archived	Incorporated into Child Protection Policy
Monitoring of records for a child on the child protection register				
0	March 1995	Unknown	Archived	Incorporated into Child Protection Policy
Record keeping for a child on the child protection register				
0	March 1995	Unknown	Archived	Incorporated into Child Protection Policy

Record of changes made to Safeguarding Policy – Version 7.1			
Section Number	Page Number	Change/s made	Reason for change
1	6	Update in recognition of current LSCB interagency procedures and Local authority guidelines	Out of date
3	7	Include reference to DOH publication "Care and support statutory guidance" (June 2017) which supports the Care Act	Include relevant statutory publication
7	9	Monitoring section updated	To include KPIs
8	11	Associated documents section updated	Out of date

1 Introduction

- 1.1 Every child deserves the opportunity to achieve their full potential. The safety and health of a child are intertwined aspects of their wellbeing and staying safe, being protected from harm or neglect has been identified as one of the five outcomes set out by the Government that are key to children and young people's well-being. Child protection is a part of the safeguarding agenda and all health professionals working directly with children should ensure that safeguarding and promoting their welfare forms an integral part of all stages of the care they offer.
- 1.2 Safeguarding and promoting the welfare of children has been defined by Working Together to Safeguard Children (2015)¹ as:
- Protecting children from maltreatment;
 - Preventing impairment of children's health or development;
 - Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care; and
 - Taking action to enable all children to have the best outcomes
- 1.3 The Trust has a duty to ensure that all staff involved in the patient's direct care, understand the importance of safeguarding children and ensure that all affected patients receive appropriate and timely therapeutic and preventative interventions.
- 1.4 The Trust Safeguarding Children Policy, Safeguarding Adults Policy and the Trust's Safeguarding Procedures comply with all National and Local policy guidance including;
- The Children Act 1989²,
 - The Victoria Climbié Inquiry – Laming Report (2003)³,
 - Every Child Matters-Change for Children 2004⁴,
 - The Children's NSF (2004)⁵
 - The Children Act 2004⁶,
 - Working Together to Safeguard Children (2015)¹
 - No secrets (DOH 2000)⁷
 - Local Safeguarding Children Board (LSCB) Child Protection Interagency procedures (2017)⁸
 - Liverpool City Council – Liverpool Interagency safeguarding policies and procedures for Safeguarding Adults (2015)⁹
 - Building Partnerships, Staying Safe - The health sector contribution to HM Government's *Prevent* strategy: guidance for healthcare organisations¹⁰
- 1.5 **Aims**
- i. This policy and associated Safeguarding procedures aims to assist all Trust staff with their different safeguarding responsibilities
 - ii. This Policy and associated procedures would enable staff to respond appropriately to all safeguarding concerns and make appropriate and timely referrals. (In accordance with the associated Safeguarding Children Procedures⁸

2 Purpose

- 2.1 To give all staff guidance on how to respond to a range of safeguarding issues.

- as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

Where someone is 18 or over but is still receiving children's services and a safeguarding issue is raised, the matter should be dealt with through adult safeguarding arrangements. For example, this could occur when a young person with substantial and complex needs continues to be supported in a residential educational setting until the age of 25. Where appropriate, adult safeguarding services should involve the local authority's children's safeguarding colleagues as well as any relevant partners (for example, the Police or NHS) or other persons relevant to the case. However, the level of needs is not relevant, and the young adult does not need to have eligible needs for care and support under the Care Act, or be receiving any particular service from the local authority, in order for the safeguarding duties to apply.

4 Duties

4.1 All organisations that work with children share a commitment to safeguard and promote their welfare. In addition all NHS Trusts, under Section 11 of the Children Act 2004⁶ have a duty to safeguard and promote the welfare of children. The Care Quality Commission will ensure that NHS Organisations adhere to their legal responsibilities under Essential Standards of Quality and Safety (2010) and that organisational functions are discharged with regard to the need to safeguard and promote the welfare of children.

4.2 The Government has placed the issue of adult protection on the political agenda. The issue has been highlighted in recent Acts of Parliament and Government guidance documents, most notably: Youth Justice and Criminal Evidence Act 1999¹², Crime and Disorder Act 1998¹³, Modernising Social Services: Making Decisions: Action for Justice: Living Without Fear: Caring for Young People and Vulnerable Adults; Achieving Best Evidence: No Secrets

4.3 The Trust Management Board

- i. Must co-operate with the Local Authority in the operation of the LSCB, and as statutory partners, share responsibility for the effective discharge of its functions in safeguarding and promoting the welfare of children and vulnerable adults.
- ii. The Chief Nurse takes the lead role for the Trust in relation to Safeguarding and promoting the welfare of children and is the named Executive Board member for safeguarding.
- iii. Must ensure safeguarding is an integral part of the Trust governance scheme.
- iv. Ensure their employees are aware of how to recognise and respond to safeguarding concerns, including signs of possible maltreatment.
- v. Must ensure that all staff are informed of, and follow Trust safeguarding policy and procedures.

- ii. Must respond appropriately to safeguarding concerns and make appropriate and timely referrals
- iii. Must follow appropriate procedures in finding out if a child is subject of a Child Protection Plan, a Child in Need Plan is a Looked After Child or has an allocated Social Worker or Key Worker.
- iv. Must respond to requests by Children's Social Care or other agencies regarding safeguarding children issues.
- v. Participate in specific types of assessment and any other role required for multi-agency working to safeguard children.
- vi. Make timely, appropriate referrals to the Trust safeguarding team and relevant multi agencies.
- vii. All lone workers must adhere to the **Preventing and Managing Violence and Aggression at Work and Lone Worker Policy (RM 9)** in order to reduce or eliminate any potential risk to themselves.

5 Training

- 5.1 All Trust staff who have contact with children and adults should have knowledge of the predisposing factors, signs and indicators of abuse. They should be able to exercise professional skill in terms of effective information sharing and the ability to analyse this information. They should also have the knowledge and skills to collaborate with other agencies and disciplines in order to safeguard the welfare of children and adults.
- 5.2 Staff must be trained according to their role and responsibility and the degree of contact they have with children and young people as defined in the Training Needs Analysis (See [Mandatory Training policy](#)).
- 5.3 The Trust has developed a Mandatory Safeguarding Training Strategy tailored to meet the needs of all Trust employees. (See [Mandatory Training Policy](#))

6 Arrangements for Managing the Risks Associated with Caring for Adult Patients in a Children's Hospital.

- 6.1 Please refer to the Trust [Safeguarding Adults Policy - M2](#) for guidance in relation to safeguarding adult issues.

7 Monitoring

- 7.1 Safeguarding Key Performance Indicators (KPIs) are agreed with commissioners and form part of the Quality Contract. Compliance with KPIs is reported to commissioners monthly and discussed at the joint Clinical Quality Performance Group (CQPG) meeting.
- 7.2 An Annual Safeguarding Report will be presented to the Trust's Clinical Quality Steering Group, which will include:
 - Local arrangements for managing safeguarding of children and adults within the Trust

In addition to this policy, the Trust has a number of policies and guidelines to provide the emotional support and physical safety of service users and staff members including:

- Recruitment and Selection Policy – E2
- Data Protection Policy – RM44
- Freedom of Information Policy – M25
- Grievance Policy – E7
- Disciplinary policy – E5
- The management of Incidents Including the Management of Serious Critical Incidents Policy – RM2
- Preventing and Managing Violence and Aggression at Work and Protecting Lone Worker Policy – RM9
- Safeguarding Patient Privacy and Dignity Policy - C47 (Appendix D: Chaperoning Principles)
- Supporting Staff Involved in Traumatic or Stressful Incidents, Complaints or Claims Policy – E31