

## Safeguarding Children Policy

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<b>3</b>	<b>ACCOUNTABLE DIRECTOR</b>	Director of Commissioning and Quality; GP Board Lead Quality and Safety
<b>4</b>	<b>APPROVAL ROUTE</b>	Governing Body
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## **1.0 Introduction**

- 1.1 NHS Barnet Clinical Commissioning Governing Body fully recognises its responsibility for protecting and safeguarding the welfare of children. We acknowledge our responsibility to take all reasonable steps to promote safe practice and to protect children from harm, abuse or exploitation and to work with service providers to continually drive quality.
- 1.2 To comply with national safeguarding children requirements, NHS Barnet Clinical Commissioning Group Commissioners have a duty to ensure that safeguarding is reflected within all partnership agreements. NHS Standard Contracts require providers to comply with the local Commissioner's Safeguarding Policies.
- 1.3 This policy should be read in conjunction with national and local guidance primarily but not exclusively additionally extensive guidance for professionals regarding Children's Safeguarding is available on the Barnet CCG intranet site for General Practitioners.  
<http://nwww.barnet.nhs.uk/referrals/services/Pages/SafeguardingChildren.aspx>  
See Section 11 in this document for a full bibliography.
- 1.4 NHS Barnet Clinical Commissioning Group Governing Body has a legal duty under Section 11 of the Children Act 2004 to make appropriate arrangements to safeguard and promote the welfare of children.
- 1.5 Barnet Clinical Commissioning Group Governing Body is accountable for its own safeguarding children structures and processes and those in agencies from which they commission services.

## **2.0 Policy aims**

- 2.1 The aim of this policy is to demonstrate how NHS Barnet Clinical Commissioning Group Governing Body meets its corporate accountability for safeguarding children.
- 2.2 To provide guidance to Barnet Clinical Commissioning Group employees to enable to them to fulfil their safeguarding children responsibilities.
- 2.3 The policy is specifically aimed at the continual improvement of services for children in the terms of equity, safety, timeliness, efficiency and child focussed.
- 2.4 To ensure that all work undertaken by Barnet Clinical Commissioning Governing Body is underpinned by evidence-based national safeguarding statutory and best practice.

## **3.0 Senior and strategic health leads**

- 3.1 The Accountable Officer for NHS Barnet Clinical Commissioning Group's Governing Body's has the responsibility for ensuring the contribution by health services to safeguarding and promoting the welfare of children is discharged effectively across the whole local health economy. This is operationally delivered through local commissioning arrangements. Governing Body accountability is discharged to the Executive Lead for Safeguarding Children.
- 3.2 The Executive Lead is responsible for ensuring that the monitoring of safeguarding across Barnet takes place through the Barnet CCG Clinical Quality and Review Committee and the Barnet Safeguarding Children Board.
- 3.3 The Lead will report any appropriate safeguarding children risks or achievements to the Accountable Officer and to liaise with the Communications Team to draft corporate media responses when required.
- 3.4 NHS Barnet Clinical Commissioning Group Governing Body has a public health responsibility to actively promote the health and well-being of all the children in Barnet and this is executed through the Director of Public Health for Barnet.

## 4.0 Designated professionals

- 4.1 NHS Barnet Clinical Commissioning Governing Body is required to identify a senior paediatrician and senior nurse to undertake the role of designated professionals for safeguarding children. The job descriptions for designated professionals should meet the standards and requirements outlined by the Royal College of Paediatrics and Child Health and Royal College of Nursing<sup>1</sup>.
- 4.2 Designated professionals are employed (either directly or via a service level agreement) by NHS Barnet Clinical Commissioning Group to act as “clinical experts in the clinical decision making of the organisation, with the authority to work within local health economies to influence local thinking and practice”.<sup>2</sup> They act as a vital source of professional advice on safeguarding children matters to the Governing Body via the Executive Lead, to health professionals - particularly named safeguarding health professionals, local authority children’s services departments and the Local Safeguarding Children’s Boards (LSCBs). They provide expert advice to ensure the range of services commissioned.
- 4.3 Designated professionals are performance managed in relation to their designated functions by the Director of Commissioning and Quality who has operational responsibility for safeguarding children as part of their portfolio of responsibilities.
- 4.4 Designated professionals should participate regularly in support/supervision groups or peer support networks for specialist professionals at a local, regional and national level according to professional guidelines. Attendance should be recorded.
- 4.5 NHS Barnet Clinical Commissioning Governing Body should ensure establishment levels of designated and named professionals are proportionate to the local resident populations. 24 hour safeguarding children advice and cover is available through social care out of hour’s provision and on call paediatrician provision if there is a requirement for medical advice.
- 4.6 Review, monitor and evaluate the contribution that health practitioners make to the protection of children.
- 4.7 Develop systems to monitor performance in provider and commissioned services to meet national standards.
- 4.8 Ensure that providers have mechanisms in place for Safeguarding Children Supervision. This supervision must be available to staff working primarily with children and families and to other staff as appropriate to their role and function.
- 4.9 Work collaboratively with Barnet Safeguarding Children’s Board (BSCB) and ensure that each provider Trust has a link to the BSCB.
- 4.10 Take the lead for ensuring the review of internal management reviews, in order to initiate, conduct and evaluate serious case reviews relating to child deaths or areas of public interest and present the findings and actions to NHS Barnet Clinical Commissioning Governing Body.
- 4.11 Promote an ethos that incorporates the importance of shared inter-agency responsibilities for family support and inter-professional information sharing, discussion and planning.

<sup>1</sup> Royal College of Paediatrics and Child Health Safeguarding Children & Young People, roles and responsibilities for health staff Intercollegiate Document March 2014

[http://www.rcpch.ac.uk/sites/default/files/page/Safeguarding%20Children%20-%20Roles%20and%20Competences%20for%20Healthcare%20Staff%20%2002%2000%20%20%20\(3\)\\_0.pdf](http://www.rcpch.ac.uk/sites/default/files/page/Safeguarding%20Children%20-%20Roles%20and%20Competences%20for%20Healthcare%20Staff%20%2002%2000%20%20%20(3)_0.pdf)

<sup>2</sup> Safeguarding vulnerable people in the NHS Accountability-Assurance –Framework.PDF

<https://www.england.nhs.uk/wp-content/uploads/2015/07/safeguarding-accountability-assurance-framework.pdf>

## 5 Commissioning

- 5.1 BCCG works with the appropriate local authorities to commission and provide co-ordinated and wherever possible integrated Service specifications drawn up by NHS Barnet Clinical Commissioning Group Governing Body should include clear service standards for safeguarding and promoting the welfare of children, consistent with BSCB procedures. National contracts provide the means to prescribe the requirements for safeguarding children. By monitoring the service standards of all providers, NHS Barnet Clinical Commissioning Governing Body will need to assure itself that the required safeguarding standards are being met in Barnet.
- 5.2 NHS Barnet Clinical Commissioning Group Governing Body should ensure that all providers from whom they commission services have comprehensive and effective single and multi-agency policies and procedures to safeguard and promote the welfare of children, consistent with current London Child Protection Procedures (2015). This includes independent contractors.
- 5.3 The Joint Strategic Needs Assessment for Barnet should include health and well-being needs of all local children, which in turn should inform the Children and Young People's Plan and the Barnet Safeguarding Children Board business plan. When considering commissioning services for the health and well-being of children in need, NHS Barnet Clinical Commissioning Group Governing Body should ensure this includes those who are temporarily resident in the area, such as children held in secure settings.
- 5.4 NHS Barnet Clinical Commissioning Governing Body will ensure that safeguarding and promoting the welfare of children is integral to the quality and safety of all provider and commissioning services and that there is evidence of robust audit arrangements. This will be reported through BSCB and the BCCG Clinical Quality and Review Committee
- 5.5 NHS Barnet Clinical Commissioning Group should seek assurance that primary care providers have robust systems and practices in place to ensure they can fulfil their role in safeguarding and promote the welfare of children. The Commissioning Group will need to consider how best to support primary care, for instance by assistance with protected time for, and access to, training in child protection.
- 5.6 NHS Barnet Clinical Commissioning Group Governing Body is responsible for planning integrated GP out-of-hours services in their local area, and staff working within these services should know how to access advice from designated and named professionals. Each GP and member of the Primary Health Care Team should have access to a copy of the London Child Protection procedures.
- 5.7 NHS Barnet Clinical Commissioning Group Governing Body will ensure that it has in place a local Sexual Assault Referral Services (SARS) care pathway for children and young people. All SARS for children and young people, including services provided through Sexual Assault Referral Centres (SARCs), should comply with the standards for paediatric forensic medical services. NHS Barnet Clinical Commissioning Group should ensure that staff know their local services and be clear about the different agencies' roles and responsibilities, so that they are not hesitant about responding appropriately<sup>3</sup>.
- 5.8 NHS Barnet Clinical Commissioning Governing Body should ensure all primary care teams have easy access to paediatricians trained in examining, identifying and assessing children who may be experiencing abuse or neglect, and that local arrangements include having all the necessary equipment and staff expertise for undertaking forensic medical examinations.
- 5.9 Through their contracting arrangements, NHS Barnet Clinical Commissioning Governing Body should ensure that independent and third sector providers deliver

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<sup>3</sup> London Child Protection Procedures 2014 sec.3.11.15-16  
[http://www.londoncp.co.uk/chapters/roles\\_respons.html#part6](http://www.londoncp.co.uk/chapters/roles_respons.html#part6)

services that are in line with borough level obligations with respect to safeguarding and promoting the welfare of children.

- 5.10 When contracting with the independent and third sector, NHS Barnet Clinical Commissioning Group Governing Body should ensure they apply the same standards and requirements as for NHS providers. The Governing Body will need to ensure that appropriate links are established between independent and third sector providers and BSCB.

## 6 Serious case reviews

- 6.1 NHS Barnet Clinical Commissioning Group is responsible for co-ordinating the health component of serious case reviews (SCRS) following current national and local guidance via Designated Professionals<sup>4</sup>.
- 6.2 NHS Barnet Clinical Commissioning Group should ensure that NHS England London and the Care Quality Commission (CQC) are notified of all serious case reviews and with the involvement of the Communications and Governance team will agree any responses to media interest.
- 6.3 All SCRs must be notified to the Executive Lead for Safeguarding Children who will notify NHS Barnet Clinical Commissioning Group Accountable Officer.
- 6.4 The designated professionals will inform the Patient Safety Manager (North East London Commissioning Support Service) of all potential and agreed Serious Case reviews to ensure completion of initial notification to NHS Commissioning Board on the Strategic Executive Information System (STEIS) and regular update.
- 6.5 The Accountable Officer, Director for Commissioning and Quality /, Executive Lead for Safeguarding Children's for NHS Barnet Clinical Commissioning Group Governing Body will oversee and sign off Internal Management Reviews (IMRs)/Health Overview Reports written for SCR's.
- 6.6 IMRs written for Health Providers are signed off by the respective Executive Lead for Safeguarding Children, not Barnet Clinical Commissioning Group.
- 6.7 The following up of action plans is the responsibility of named professionals and actions should be monitored through the organisation's governance arrangements.
- 6.8 Learning from the Serious Case Reviews must be disseminated throughout the participating organisations to ensure lessons learnt are applied to practice. Regular updating with regards to the progress of Serious Case Review recommendations and action plans will be reported to NHS Barnet Clinical Commissioning Governing Body, Clinical Quality and Review Committee and Barnet LSCB by the Designated Professionals.

## 7 Training requirements

- 7.1 The competences specifically needed by healthcare workers to promote children's safety within the healthcare system are described in Safeguarding Children and Young People: Roles and Competences for Health Care Staff (*Intercollegiate Document 2014*).
- 7.2 Safeguarding competences are the set of abilities that enable staff to effectively safeguard, protect and promote the welfare of children and young people. They are a combination of skills, knowledge, attitudes and values that are required for safe and effective practice.

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<sup>4</sup> The guidance in Chapter 8 of *Working Together to Safeguard Children* 2015 clearly defines when a Serious Case Review is Required.

[http://www.workingtogetheronline.co.uk/chapters/chapter\\_four.html#scr](http://www.workingtogetheronline.co.uk/chapters/chapter_four.html#scr)



- 7.3 Different staff groups require different levels of competence depending on their role and degree of contact with children, young people and families, the nature of their work, and their level of responsibility.
- 7.4 The Intercollegiate Document identifies six levels of competence, and gives examples of groups that fall within each of these. The levels are as follows:
- Level 1: Non-clinical staff working in health care settings.
  - Level 2: Minimum level required for clinical staff that have some degree of contact with children and young people and/or parents/carers.
  - Level 3: Clinical staff working with children, young people and/or their parents/carers and who could potentially contribute to assessing, planning, intervening and evaluating the needs of a child or young person and parenting capacity where there are safeguarding/child protection concerns.
  - Level 4: Named professionals
  - Level 5: Designated professionals
  - Level 6: Experts
- 7.5 Staff should consult with their line managers to identify which level of competence they require referring to the Intercollegiate Guidance in 7.1 (above).
- 7.6 Safeguarding Children training for Barnet CCG staff is accessed through NCL Commissioning Support Unit training department, Barnet LSCB and e-learning through NHS Connecting for Health. Training statistics for all staff will be monitored through Barnet CCG Quality and Review Committee.

## **8 NHS Barnet Clinical Commissioning Group Board Assurance**

- 8.1 All organisations commissioning or providing healthcare, whether in the NHS or third sector, independent healthcare sector or social enterprises, should ensure there is board level focus on the needs of children and that safeguarding children is an integral part of their governance systems<sup>5</sup>.
- 8.2 To evidence compliance with safeguarding requirements, NHS Barnet Clinical Commissioning Group will require an Annual Safeguarding Children Report.
- 8.3 Quarterly updates will be provided to the NHS Barnet Clinical Quality and Review Committee with more frequent papers being presented as required. Reports on key Child Safeguarding metrics will be included in the Barnet CCG integrated performance report.
- 8.4 The Commissioning Support Unit Quality and Safety Manager for Barnet CCG will be updated on any open serious untoward incidents by the Quality and Safety Team at North East London Commissioning Support.
- 8.5 The Designated Professionals will endeavour to ensure that NHS Barnet Clinical Commissioning Governing Body is represented on each NHS Provider organisations internal safeguarding children committees to enable assurance with regard to internal monitoring standards. It will also enable the constructive challenge and appropriate safeguarding support to each organisation.

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<sup>5</sup> *Working Together to Safeguard Children 2015*).

[http://www.workingtogetheronline.co.uk/chapters/chapter\\_two.html#health](http://www.workingtogetheronline.co.uk/chapters/chapter_two.html#health)



- 8.6 The designated professionals will also attend the Clinical Quality Review Groups (CQRGs) for each provider Trust when child safeguarding is on the agenda (twice yearly) or when a safeguarding issue arises.

## **9 Barnet Safeguarding Children Board**

- 9.1 The Children Act 2004 Section 13 requires NHS Trusts to cooperate and engage fully with partner agencies and to be members of their Local Safeguarding Children's Board (LSCB).
- 9.2 NHS Barnet Clinical Commissioning Governing Body must co-operate with the local authority in the establishment and operation of the LSCB and, as partners, must share responsibility for the effective discharge of its functions in safeguarding and promoting the welfare of children.
- 9.3 Representation on the Board should be at an appropriate level Executive Safeguarding Lead the Designated Nurse and Doctor. The Designated Nurse and Doctor will also attend sub-groups of the BSCB.
- 9.4 NHS Barnet Clinical Commissioning Group Governing Body is responsible for providing and/or ensuring availability of appropriate expertise and advice and support to Barnet LSCB, in respect of a range of specialist health functions, e.g. primary care, mental health (adult, adolescent and child) and sexual health – and for coordinating the health component of serious case reviews.
- 9.5 NHS Barnet Clinical Commissioning Group Governing Body must ensure that all health organisations, including the third sector, independent healthcare sector and social enterprises with which it has commissioning arrangements, have links with a specific LSCB, and that health agencies work in partnership and accordance with their agreed LSCB plan. This is particularly important where Trusts' boundaries/catchment areas are different from those of LSCB's. This includes Ambulance Trusts and NHS Direct services.

## **10 Employment Practices**

- 10.1 NHS Barnet Clinical Commissioning Governing Body will have in place safe recruitment policies and practices for all staff and will require evidence of such arrangements from all provider Trusts and independent contractors.
- 10.2 NHS Barnet Clinical Commissioning Governing Body through their Clinical Support unit will have the procedures in place to respond to any allegations made against staff working with children and young people in accordance with *Working Together to Safeguard Children 2015 – Appendix 5* and the London Child Protection Procedures – section 15 and will require evidence of such arrangements for all provider Trusts and independent contractors. This includes the requirement for all employing organisations to have a named senior officer responsible for dealing with allegations and informing the relevant Local Authority Designated Officer (LADO) of all cases.
- 10.3 Any allegations made against independent contractors should be reported to the Designated Nurse and/or Doctor who will inform the relevant LADO and NHS England lead for practitioner performance, and the Director for Quality & Clinical Effectiveness (BCCG).

## 11.0 Related Documents

- Children's Safeguarding is available on the Barnet CCG intranet site for General Practitioners.  
<http://nwww.barnet.nhs.uk/referrals/services/Pages/SafeguardingChildren.aspx>
- Working Together to Safeguard Children 2015 DFE to include Supplementary Guidance Safeguarding Children and Young People from Sexual Exploitation.  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/419595/Working\\_Together\\_to\\_Safeguard\\_Children.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419595/Working_Together_to_Safeguard_Children.pdf)  
<https://www.gov.uk/government/publications/safeguarding-children-and-young-people-from-sexual-exploitation-supplementary-guidance>
- London Child Protection Procedures (edn5) 2015 London Safeguarding Children Board.  
[\(www.londonscb.gov.uk/procedures/\)](http://www.londonscb.gov.uk/procedures/)
- Safeguarding Vulnerable people in the NHS-Accountability and Assurance Framework 2015 (NHS England 2015)  
<https://www.england.nhs.uk/wp-content/uploads/2015/07/safeguarding-accountability-assurance-framework.pdf>
- Revised Prevent Duty Guidance: for England and Wales on the duty in the Counter Terrorism and Security Act 2015  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/445977/3799\\_Revised\\_Prevent\\_Duty\\_Guidance\\_England\\_Wales\\_V2-Interactive.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/445977/3799_Revised_Prevent_Duty_Guidance_England_Wales_V2-Interactive.pdf)
- FGM Act 2003 (As amended by the Serious Crime Act 2015)  
<http://www.legislation.gov.uk/ukpga/2015/9/section/72/enacted>
- Female Genital Mutilation Risk and Safeguarding: Guidance for Professionals (DOH March 2015)  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/418564/2903800\\_DH\\_FGM\\_Accessible\\_v0.1.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/418564/2903800_DH_FGM_Accessible_v0.1.pdf)

## 12.0 References

HM Govt (2015) Working Together to Safeguard Children

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/419595/Working\\_Together\\_to\\_Safeguard\\_Children.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419595/Working_Together_to_Safeguard_Children.pdf)

HM Gov (2004) Guidance on the Children Act 2004.

<http://webarchive.nationalarchives.gov.uk/20130401151715/https://www.education.gov.uk/publications/eOrderingDownload/DFES-0036-2007.pdf>

London SCB (2015) London Child Protection Procedures

[www.londonscb.gov.uk/procedures](http://www.londonscb.gov.uk/procedures)

Safeguarding Children and Young People: Roles and Competences for Health Care Staff (Intercollegiate Document 2014)

[http://www.rcn.org.uk/\\_data/assets/pdf\\_file/0008/474587/Safeguarding\\_Children\\_-\\_Roles\\_and\\_Competences\\_for\\_Healthcare\\_Staff\\_02\\_0....pdf](http://www.rcn.org.uk/_data/assets/pdf_file/0008/474587/Safeguarding_Children_-_Roles_and_Competences_for_Healthcare_Staff_02_0....pdf)

Safeguarding Vulnerable people in the NHS-Accountability and Assurance Framework 2015 (NHS England 2015)

<https://www.england.nhs.uk/wp-content/uploads/2015/07/safeguarding-accountability-assurance-framework.pdf>

Revised Prevent Duty Guidance: for England and Wales on the duty in the Counter Terrorism and Security Act 2015

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/445977/3799\\_Revised\\_Prevent\\_Duty\\_Guidance\\_England\\_Wales\\_V2-Interactive.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/445977/3799_Revised_Prevent_Duty_Guidance_England_Wales_V2-Interactive.pdf)

FGM Act 2003 (As amended by the Serious Crime Act 2015)

<http://www.legislation.gov.uk/ukpga/2015/9/section/72/enacted>

Female Genital Mutilation Risk and Safeguarding: Guidance for Professionals (DOH March 2015)

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/418564/2903800\\_DH\\_FGM\\_Accessible\\_v0.1.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/418564/2903800_DH_FGM_Accessible_v0.1.pdf)

## Appendix 1

### SAFEGUARDING CHILDREN LEADS

NHS BARNET CCG CLINICAL COMMISSIONING GROUP		
LEAD TITLE	LEAD NAME	CONTACT INFORMATION
Director of Commissioning and Quality	Neil Snee (Interim- August 2016)	<a href="mailto:neil.snee@barnetccg.nhs.uk">neil.snee@barnetccg.nhs.uk</a>
Executive Board Lead	Dr John Bentley	john.bentley@nhs.net
SAFEGUARDING CHILDREN LEADS		
LEAD TITLE	LEAD NAME	CONTACT INFORMATION
Designated Nurse	Siobhan McGovern	<a href="mailto:Siobhan.mcgovern@barnetccg.nhs.uk">Siobhan.mcgovern@barnetccg.nhs.uk</a> 0203 688 1789
Designated Doctor	Dr Paul de Keyser	<a href="mailto:Paul.dekeyser@nhs.net">Paul.dekeyser@nhs.net</a> 0208 216 5419 or 0208 216 5418
Named GP	Dr Prashant Desai	<a href="mailto:Prashant.desai@nhs.net">Prashant.desai@nhs.net</a> 020 8449 2388