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Health Visitors Record Keeping Audit 2016-17

An audit was completed looking at Serious Case Reviews and Serious Incidents involving Health Visitors.

Recommendation 2
Health Visitors to use the DASH risk identification checklist when domestic violence is disclosed to them or there is known domestic abuse, when safe to do so.

Recommendation 3
Health Visitors to ensure that they update the groups and relationships template on SystmOne when there is a change of named health visitor.

Please see embedded summary and action plan for more details.

Safeguarding Children Advice Line Spot Check

There has been a recent spot check completed of practitioner actions taken following Safeguarding Children Advice Line calls. This spot check identified a number of learning points for practitioners.

- All staff who ring the Safeguarding Children Advice Line should document their actions following the Advice Line call.
- All staff should document the analysis for their decision making in their records following the Advice Line call.
- All staff to document who is present at each client contact.
- All staff to document from whom the information was obtained and/or given to.
- All staff to document all telephone calls made and received on the electronic health record.

Incident Reporting of Child Deaths

Within FYPC, incident reporting of deaths applies to both our inpatient settings (CAMHS at Ward 3, Coalville Community Hospital and Langley Ward) and our adult facing services (PIER, adult eating disorders and adult dietetic services).

When it comes to child deaths, the Child Death Overview Panel (CDOP) records all deaths of children from birth to 18 years, and shares this information with LPT’s patient safety team in order to reduce duplication. That means that staff only need to report child deaths as incidents where there is thought to be a safeguarding concern (as is current practice).
School Nurses do not need to report deaths of children that they are not currently working with as CDOP will already be reporting on these. In relation to the deaths of parents, health visitors and school nurses should note the following:

- School nurses must provide an incident report on the deaths of parents when the parent is known to the service, for example in situations where a child protection plan is in place.

- Health visitors must incident report the deaths of all parents i.e. both mothers and fathers.

**Reporting of Safeguarding Incidents**

Safeguarding children incidents are all reviewed by the Safeguarding Children’s Team who gather this data as escalating concerns and discuss with social care on a regular basis.

Practitioners are reminded to use the safeguarding (child) cause group on the eIRF system, whether the issue is a communication issue with Social Care or another agency or an actual safeguarding issue. This ensures that all the Safeguarding Children Team are then copied in automatically and the incidents are collated for discussion with Social Care. There are sub-cause groups which can then be chosen including communication or actual harm.

Essential information that needs to be included when reporting incidents:

1. Practitioner’s base
2. Name/NHS number of child(ren) relating to this incident
3. Practitioners should include their line manager as an additional notification at the end of the incident form.

**Strategy Discussions with Childrens Social Care**

The Safeguarding Children’s Named Nurses regularly participate in strategy discussions with Children’s Social Care where the practitioner cannot be contacted in a timely way.

The Safeguarding Named Nurses will document the outcomes of the strategy discussion on SystmOne and task appropriate practitioners to alert them to Section 47 enquiries.

It is the **practitioner’s responsibility** to contact Children’s Social Care to establish the outcome of investigations if they are not contacted within 3 working days by the Social Worker. The outcomes should then be documented within the SystmOne record.
One Number Access to Leicester City Council Children’s Early Help and Social Care

From the 24th January 2017, there will be just one number to access Leicester City Council Children’s Early Help and Social Care.

Please see embedded document for further information.

Looked After Children (LAC) Nurses – Moved to New Base

LAC Nurses previously based at Westcotes Health Centre:-

Bernadette Payne: mobile 07879 448603
Angela Davies: (agile working mobile 07827 881483)
Chris Etherington: mobile 07826 858467

New Base
Braunstone Health and Social Care Centre
39 Hockley Farm Road
Leicester LE3 1HN

Phone number remains 0116 295 3127

Multi Agency Safeguarding Training Link

Please access link below to book on safeguarding Multi Agency training.
http://www.childrensworkforcematters.org.uk/safeguarding-training

Safeguarding Children Team

<table>
<thead>
<tr>
<th>Carolyn Corbett</th>
<th>Professional &amp; Clinical Lead Safeguarding Children</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carol Smith</td>
<td>Safeguarding Governance, Performance &amp; Assurance Officer</td>
</tr>
<tr>
<td>Sally Clare</td>
<td>Specialist Nurse Domestic Violence</td>
</tr>
<tr>
<td>Lisa Hydes</td>
<td>Child Death Review Manager</td>
</tr>
<tr>
<td>Heather Baker</td>
<td>Named Nurse Safeguarding Children</td>
</tr>
<tr>
<td>Roma Boobyer</td>
<td>Named Nurse Safeguarding Children</td>
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<tr>
<td>Angela Brook-Lawson</td>
<td>Named Nurse Safeguarding Children</td>
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<tr>
<td>Claire Silcott</td>
<td>Named Nurse Safeguarding Children</td>
</tr>
<tr>
<td>Sue Stephenson</td>
<td>Named Nurse Safeguarding Children</td>
</tr>
<tr>
<td>Sue Troy</td>
<td>Named Nurse Safeguarding Children</td>
</tr>
<tr>
<td>Claire Turnbull</td>
<td>Designated Nurse Looked After Children</td>
</tr>
<tr>
<td>Liz Sampson</td>
<td>LAC/Health Visitor</td>
</tr>
</tbody>
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Safeguarding Admin Office 0116 295 8723 / 8736
**Safeguarding Children Advice Line – ☎ 0116 295 8977**

The Advice Line is open between 12 midday and 4:00pm (Monday – Friday)

Outside of these hours practitioners are advised to contact their Team Leader/Manager for advice.

If a child is/or may be at immediate risk do not delay action by waiting for the next Advice Line session.

Advice can be obtained from Social Care:-
City: ☎ 0116 454 1004
County: ☎ 0116 305 0005
Rutland: ☎ 01572 758407
or in an emergency from the Police

If a case has then been allocated to a specific Named Nurse, please ensure that you discuss further issues directly with that Named Nurse unless it is urgent. This is to ensure continuity of support.

**Specialist Nurses Safeguarding Adults**

Please remember to contact our colleagues below if you have any concerns regarding safeguarding adults.

Advice Line: 0116 295 7261 (Monday - Friday between 12 midday – 2:00pm)

**Safeguarding Named Doctors**

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christo Benite</td>
<td>Named Doctor</td>
</tr>
<tr>
<td>Alun Elias-Jones</td>
<td>Named Doctor</td>
</tr>
<tr>
<td>Lina Gatsou</td>
<td>CAMHS</td>
</tr>
<tr>
<td>Mary Barrett</td>
<td>Named Doctor Adults &amp; Learning Disability</td>
</tr>
<tr>
<td>Renuka Lazarus</td>
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</tbody>
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