



Partnership Serious Child Safeguarding Incident Notification Discussion (PSCSIND)

This form is to be used by an LSCP partner agency / organisation to refer a potential Serious Child Safeguarding Incident¹ (SCSI) to the LSCP RAG and to support a discussion in relation to the possible need for notification².

Please see guidance notes when completing this form.

1. Demographic Information

Child					
Name	DoB	DoD if applicable	Ethnicity	Faith	Disability / additional needs
Address					

- Is the child known to Children Social Work Services?
If yes in what capacity? Yes / No / Don't Know
CP / CiN / Child Looked After
- Is the child known to other services?
If yes please provide further details: Yes / No / Don't Know

Immediate family members (and any significant extended family) including siblings					
Name	DoB	Ethnicity	Disability / additional needs	Relationship to Child	Address (if different to child's address)

¹ A serious child safeguarding incident (SCSI) is one whereby a child has died or been seriously harmed, **and** abuse or neglect of a child is known or suspected (Working Together to safeguard children and d Young People 2018)

² Working together to Safeguard Children 2018 outlines the duty of the Local authority to notify the National Child Safeguarding Practice Review Panel within five working days of becoming aware that a serious child safeguarding incident has occurred

- Are there any additional considerations in relation to equality such as additional needs, need for interpreters, cultural considerations for the child or any family member?
If yes please provide further details:
- Please provide a genogram of the family if this would be beneficial

2. Summary of incident or Significant Events & your agency / organisation's involvement:
If possible, please include SUDIC Information, highlight any emerging themes or things for consideration including your concerns and if escalation processes have been applied

- Is there an ongoing police investigation? Yes / No / Don't Know
If yes please provide further details:
- Is the child currently in hospital (if applicable) Yes / No / Don't Know
If yes please provide further details:

3. Where appropriate have you (or someone else) spoken with the child? Have you (or someone else) captured their voice? What do you believe to be the impact on the Child?

4. Your Rationale for referring the incident to the LSCP RAG meeting:
Please outline why you believe the criteria, as set out in Working Together 2018 has been met for a notification as set out below:³

Has the child died? Yes / No

If no has the child suffered serious harm⁴? Yes / No
 If yes please detail below in relation to the definition of serious harm in Working Together 2018

Is abuse or neglect known or suspected? Yes / No
 If yes please detail below in relation to the definitions of abuse or neglect in Working Together 2018⁵

³ Please see guidance notes for further information on the Working Together 2018 criteria.
⁴ Please see guidance notes for further information on the Working Together 2018 definition of serious harm
⁵ Please see Appendix A for definitions

5. Have you and / or others been involved in multiagency discussions regarding this child / family?

Please give a summary inc. dates:

Outcome of the discussion:

6. Referrers details

Name of Officer completing form:

Agency:

Contact Email:

Contact Phone:

Date:

Has this referral been discussed with your LSCP Review Advisory Group (RAG) member (Local Authority, Health and Police⁶) or your agency / organisation's safeguarding lead where there is no RAG representative? Yes / No

If yes please provide details of who the discussion was with, the date of the discussion and any key discussions / agreements:

If no please provide rationale as to why not:

Please return to lscp.info@leeds.gov.uk within 2 working days of the incident occurring;
subject: SCCI notification FAO LSCP Manager

⁶ Contact details for LSCP RAG representatives can be obtained from the LSCP Business Unit:
lscp.info@leeds.gov.uk

LSCP Review Advisory Group (RAG) Record of Discussion

This page to be completed by Leeds Safeguarding Children Partnership Business Support Unit Only

Date of RAG Discussion:

List of RAG members involved in the discussion:

Name	Role	Agency

Summary of the Discussion:

Decision, Rationale & Next Steps – to include where there is not a consensus:

If the decision of CSWS is to notify the National Panel the following should be completed:

Name of Officer who made the notification to the National Panel:

Date National panel were notified:

Have OFSTED and the Secretary of State been notified (death of a looked after child)?

Yes

No

If yes

Name of Officer who notified OFSTED and the Secretary of State:

Date OFSTED and the Secretary of State were notified:

Name of LSCP Officer completing form:

Contact Email:

Contact Phone:

Date:



Information for Partnership Notification Discussion (IPND) **Guidance on completion of template**

1. Demographic Information

Please provide full accurate details of the child and all relevant family members, including extended family if they are significantly involved in the care of this family. Please check spellings of all names and addresses to ensure this are correct.

Please answer the bulleted questions in relation to if the child is known to Children Social Work Services (CSWS), or is a looked after child, providing further details where applicable.

It is essential for this section to be completed fully if you have the required information in particular ethnicity and relationships as that are sections often left incomplete. The information assists the discussions and the subsequent outcome.

2. Summary of incident or Significant Events & your agency / organisation's involvement

Please provide a summary of the incident or significant events which you are referring for consideration as a SCSI. Please include any significant dates and relevant historical context.

Please provide a brief summary of your agency / organisation's involvement with this child / family.

If a child has died and the initial SUDIC meeting has taken place, and you are able to, please provide a summary of any relevant information.

Please answer the bulleted questions in relation to any ongoing police investigation and hospitalisation of the child, providing further details where applicable.

3. Impact on the Child / Voice of the Child

Please consider the impact of the incident, and any significant events leading up to it, on the child.

Have you been able to hear the voice of the child and are you able to consider their experience from their point of view? Have there been any key indicators such as changes in behaviour, developmental delay, emotional distress? If so please summarise these here.

4. Your Rationale for notification to this meeting (based on criteria in Working Together to safeguarding Children 2018)

Working Together to Safeguard Children 2018 states that the National Child Safeguarding Practice Review Panel should be notified of incidents whereby:

a child has died or been seriously harmed

and

abuse or neglect of a child is known or suspected

Within this section please provide the rationale for referral based on the two elements of the criteria (outline above).

Where you consider a child has been seriously harmed please outline how taking into consideration the definition of Significant Harm within Working Together to Safeguard Children 2018:

Serious harm includes (but is not limited to) serious and/or long-term impairment of a child's mental health or intellectual, emotional, social, or behavioural development. It should also cover impairment of physical health. This is not an exhaustive list. When making decisions, judgment should be exercised in cases where impairment is likely to be long-term, even if this is not immediately certain. Even if a child recovers, including from a one-off incident, serious harm may still have occurred.

In addition it is noted that The Child Safeguarding Practice Review Panel: practice guidance (April 2019) states:

When deciding whether the level of harm to a child is serious, often this judgement is quite straight forward. For example, because the child has a life-changing and long-term injury or an injury that is clearly life-threatening, for example, requiring resuscitation or intensive care treatment. However, some incidents are not so straight forward and, in these circumstances, a judgement about seriousness is likely to be made.

When considering if abuse or neglect is known or suspected please detail this with reference to the Working Together 2018 definitions at Appendix A.

5. Have you been involved in multiagency discussions regarding this child / family?

To your knowledge, have there been any multi-agency discussions about the child/family prior to the Serious Child Safeguarding Incident? If so please summarise the nature of the discussions and the outcomes such as planned meetings and/or actions

6. Referrers details

Please complete your details including name, agency, role and contact details.

All referrals for a SCSi notification discussion should be discussed with your agency / organisations LSCP Review Advisory Group (RAG) representative (for Local Authority, Health and Police) or your agency / organisation's safeguarding lead where there is no RAG representative in order to ensure that the rationale for referral is aligned to the notification criteria and that your agency is in support of the referral. Please indicate this has taken place, including who with, the date of the discussion and any key discussions or agreements.

For further information or support in completing the form please contact the LSCP Business Manager via lscp.info@leeds.gov.uk or 0113 3786018

Appendix A: Definitions of neglect and abuse

Item	Definition
Abuse	A form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Harm can include ill treatment that is not physical as well as the impact of witnessing ill treatment of others. This can be particularly relevant, for example, in relation to the impact on children of all forms of domestic abuse. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others. Abuse can take place wholly online, or technology may be used to facilitate offline abuse. Children may be abused by an adult or adults, or another child or children.
Physical abuse	A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.
Emotional abuse	The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.
Sexual abuse	Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse can take place online, and technology can be used to facilitate offline abuse. Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.
Neglect	<p>The persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:</p> <ul style="list-style-type: none"> a) provide adequate food, clothing and shelter (including exclusion from home or abandonment) b) protect a child from physical and emotional harm or danger c) ensure adequate supervision (including the use of inadequate care-givers) d) ensure access to appropriate medical care or treatment <p>It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.</p>