

SECTION TWO: DUTIES, ROLES AND RESPONSIBILITIES

The Director of Nursing, Quality and Environment, is the Executive Lead for the Trust with the responsibility of Safeguarding Children, acting for the Chief Executive who maintains accountability. The Named Professionals will act on the Executive Lead’s behalf and will meet with the Executive Lead on a Bi-monthly basis. The Trust Named Professionals will update the Executive Lead regarding the implications of any new reports or legislative documents.

All Trust employees must comply with this generic policy, specific points for some staff groups are highlighted below. The Safeguarding children team have been appointed in the Trust to oversee all issues related to safeguarding and promoting the welfare of children, to act as a resource for staff, to give support and clinical supervision where necessary and to provide Safeguarding Children Training within the Trust. All staff have a responsibility to report risks and incidents via the Trust Datix incident reporting system.

All staff must ensure that they check the medi-tech alert system when first in contact with a patient. There are 4 specific alerts that will advise staff on what to do when in contact with a child/or an adult with one of these alerts in situ.

Child Protection Plan Alert (CWAC LA CSC notify the CoCH of all children made subject to a Child protection plan CPP, this means that the child is “at risk of significant harm”).

Domestic Violence Alert

Maternity Services Pro-forma Alert

Child Sexual Exploitation Alert

Confidential Address Alert

The role of the Paediatrician and Paediatric Staff

For the role of the paediatricians in the management of suspected child abuse (requiring a child protection medical) see **Appendix 5**, Child Protection Medical Examination Pathway. Copies of the safeguarding children pro-forma for this purpose are available within the **Safeguarding Children boxes in the Children’s Unit and Accident and Emergency Department**. Staff must be vigilant for any concerns about children in the children’s assessment unit, the children’s unit and the paediatric clinics. Any concerns about a child must be discussed with the Consultant Paediatrician and the safeguarding children team and if necessary CSC, before the child is discharged from the hospital. **In any such case the safety and whereabouts of any siblings must be confirmed as soon as possible.**

Safe Discharge from the CoCH

Only a Consultant Paediatrician can discharge a child/adolescent about who there have been safeguarding children concerns. Discharge can only take place if the Consultant Paediatrician caring for the child at the time is in agreement with CSC and the Police. In most cases a discharge planning meeting will take place.

The plan for the child’s future care, including follow-up arrangements, must be documented before discharge. Before discharge, the discharge arrangements must be discussed with CSC who will need to ensure that the home environment is safe and that a plan is in place for safeguarding the child when back at home. It is important to check, prior to discharge, that arrangements have been made for GP registration of any child not registered with a GP on admission. Where the child has no parents in attendance and the child is not registered with a GP, it is the CoCH responsibility to