

# Procedures & Guidance

## HCYPSP Pan-Cheshire Procedures



### **St Gerard's Catholic Primary & Nursery School**

*"Guided by God, St Gerard's Catholic Primary and Nursery School is an inspiring and aspirational community where we learn to love, hope, dream and achieve."*

<http://www.proceduresonline.com/pancheshire/halton/index.html>

Pan-Cheshire Child Death Review Process

Working Together 2018 and the accompanying transition document requires Child Death Review partners (the Local Authority and Clinical Commissioning Group) to publish their [Child Death Review arrangements](#). This document sits alongside the [Pan-Cheshire CDOP Terms of Reference 2019](#).

The [SUDIC Proforma & Guidelines 2019](#) provides a framework for the investigation and care of families after an unexpected death of an infant or child.

HSCB Escalation Policy

If in the process of multi-agency working professional disagreement are encountered when determining levels of need when working with children and families, professionals should follow the Escalation Policy:

- [Escalation Policy](#)

### **Complex Case Discussion**

This is a reflective group discussion model for Child Protection cases where the Plan is not improving the child's life after a period of 9 months. This coincides with the second child protection review. Partner agencies will be asked to complete a reflective statement outlining what is working well for the child and their family and what needs to happen to improve the child's life/reduce risk factors. This will enable partner agencies to be virtually represented during the Complex Case discussion. The Complex Case discussion explores alternative approaches with the family; offers support as well as professional challenge and enables senior management oversight in a timely manner. :

- [Monitoring of Child Protection Plans and Escalation Process](#)
- [Complex Case Discussion Terms of Reference](#)
- [Professionals Reflective Discussion to Inform Complex Case Discussion](#)
- [Complex Case Discussion Template](#)

Local Authority Designated Officer (LADO) Procedures

These procedures relate to the management of allegations made against adults who work with children in a paid or voluntary capacity. They specifically refer to the LADO process.

- [LADO procedures](#)
- [LADO Consultation Form](#)

Step Up/Step Down Protocol: Interface between Early Intervention (Team Around the Family – TAF) and Children's Social Care (CSC)

This protocol outlines the process where children move between levels 2 and 3 of the Halton levels of need framework. The protocol details the processes and systems relating to:

- i. Cases which step up from Early Intervention to Children's Social Care
- ii. Cases which step down from Children's Social Care to Early Intervention

[Step Up/Down Protocol](#)

Neglect Strategy

[Neglect Strategy 2017-19](#)

Modern Slavery

In support of the Pan Cheshire Modern Slavery Strategy agencies across Cheshire have signed up to the [Cheshire Anti-Slavery Network Pledge](#).

National Guidance

National Referral Mechanism: guidance for child first responders

Child Trafficking is child abuse. When an agency comes into contact with a child who may have been trafficked Children's Social Care and the Police should be notified immediately.

This guidance, published by the Home Office, outlines the role of the first responder, the use of Children's Services and how to refer a child who may have been trafficked into the National Referral Mechanism (NRM). It also includes information on the steps after referral, including reasonable grounds test, decisions and reviews.

- <https://www.gov.uk/government/publications/national-referral-mechanism-guidance-for-child-first-responders>

**Female Genital Mutilation**

Multi-agency statutory guidance for agencies and professionals involved in safeguarding and supporting women and girls affected by FGM published April 2016.

<https://www.gov.uk/government/publications/multi-agency-statutory-guidance-on-female-genital-mutilation>

**Child Abuse and Neglect NICE Guideline 76**

[A guideline for recognising and responding to abuse and neglect in children and young people under 18](#). This is for all practitioners whose work brings them into contact with children and young people; those with specific roles in assessing risk and need, providing early help and interventions to children, young people, parents and carers; commissioners and managers of services for children and young people.