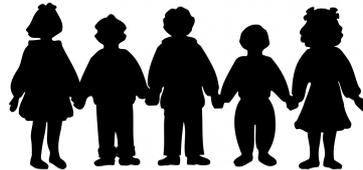


**COMMUNITY
ACTION: MK**
promote·support·engage·involve

Whistle Stop tour of Safeguarding

What you need to know



Everyone has a responsibility to keep children and young people safe (this includes vulnerable adults)

All organisations that come into contact with children should have specific safeguarding policies and procedures in place. These are on our google drive.

What is safeguarding?

Safeguarding is the action that is taken to promote the welfare of children and protect them from harm.

Safeguarding means:

- protecting children from abuse and maltreatment
- preventing harm to children's health or development
- ensuring children grow up with the provision of safe and effective care
- taking action to enable all children and young people to have the best outcomes.

Child protection is part of the safeguarding process. It focuses on protecting individual children identified as suffering or likely to suffer significant harm. This includes child protection procedures which detail how to respond to concerns about a child.

Safeguarding children and child protection guidance and legislation applies to all children up to the age of 18.

The 4 definitions of child abuse

Physical abuse:

Unexplained bruising, marks or injuries on any part of the body, broken bones, aggressive behaviour or severe temper outbursts, flinching when approached or touched.

Emotional abuse:

Uncharacteristic behaviour, fear of making mistakes, sudden speech disorders, self-harm, developmental delay in terms of emotional progress.

Sexual abuse:

Pain or itching in the genital area, vaginal discharge or infection, stomach pains, fear of being left with a specific person, acting in a sexually explicit way towards adults.

Neglect:

Constant hunger, sometimes stealing food, constantly dirty or 'smelly', loss of weight, or being constantly underweight, mentioning being left alone or unsupervised.

Bullying is also recognised. The one thing that they all have in common is that they **ALL** affect the victim emotionally.

If a child discloses abuse

If you're in a situation where a child discloses abuse to you, there are a number of steps you can take.

- **Listen carefully to the child.** Avoid expressing your own views on the matter. A reaction of shock or disbelief could cause the child to 'shut down', retract or stop talking
- **Let them know they've done the right thing.** Reassurance can make a big impact to the child who may have been keeping the abuse secret
- **Tell them it's not their fault.** Abuse is never the child's fault and they need to know this
- **Say you believe them.** A child could keep abuse secret in fear they won't be believed. They've told you because they want help and trust you'll be the person to believe them and help them
- **Don't talk to the alleged abuser.** Confronting the alleged abuser about what the child's told you could make the situation a lot worse for the child
- **Explain what you'll do next.** If age appropriate, explain to the child you'll need to report the abuse to someone who will be able to help
- **Don't delay reporting the abuse.** The sooner the abuse is reported after the child discloses the better. Report as soon as possible so details are fresh in your mind and action can be taken quickly.

Milton Keynes Multi Agency Safeguarding Hub (MASH)

The MASH team analyse each contact made with them and a dedicated decision maker decides whether it goes into the MASH information sharing process.

- The MASH team manager prioritises those MASH contacts using a RAG rating (Red/Amber/Green).
- Staff from every agency in MASH gather and share securely information to enable an informed decision to be made.
- The MASH team manager uses the collected information to decide the most appropriate interventions for the child's identified needs.
- This could be:
 - Assessment by children's social care
 - Signpost to a service – such as early help or a specialist intervention
 - Case closed, no further action
- The team receiving the case will receive a summary of the relevant information and feedback will be provided on the outcome of MASH process to the referrer.

How to contact the MASH

Please call 01908 253169 or 253170. You can also email children@milton-keynes.gov.uk

To make a referral to the MASH please complete the [Multi-Agency Referral Form \(MARF\)](#)

The role of the LADO (Local Authority Designated Officer)

The role of the LADO is set out in Working Together to Safeguard Children (2015) and is governed by the Authorities duties under section 11 of the Children Act 2004 and MKSCB Inter-Agency Policy and Procedures (Ch 2.8). This guidance outlines procedures for managing allegations against people who work with children who are paid, unpaid, volunteers, casual, agency or anyone self employed.

The LADO* must be contacted within one working day in respect of all cases in which it is alleged that a person who works with children has:

- behaved in a way that has harmed, or may have harmed a child;
- possibly committed a criminal offence against or related to a child; or
- behaved towards a child or children in a way that indicates they may pose a risk of harm to children.

There may be up to three strands in the consideration of an allegation:

- a police investigation of a possible criminal offence;
- enquiries and assessment by children's social care about whether a child is in need of protection or in need of services;
- consideration by an employer of disciplinary action in respect of the individual.

The LADO is responsible for:

- Providing advice, information and guidance to employers and voluntary organisations around allegations and concerns regarding paid and unpaid workers.
- Managing and overseeing individual cases from all partner agencies.
- Ensuring the child's voice is heard and that they are safeguarded.
- Ensuring there is a consistent, fair and thorough process for all adults working with children and young people against whom an allegation is made.
- Monitoring the progress of cases to ensure they are dealt with as quickly as possible.
- Recommending a referral and chairing the strategy meeting in cases where the allegation requires investigation by police and/or social care.

The LADO is involved from the initial phase of the allegation through to the conclusion of the case. The LADO is available to discuss any concerns and to assist you in deciding whether you need to make a referral and/or take any immediate management action to protect a child.

In Milton Keynes, the LADO is Jo Clifford. If you wish to discuss any concerns and are unsure if the above criteria has been met please complete and return a [LADO Notification form \(DOC, 111KB\)](#) to lado@Milton-keynes.gov.uk or lado@milton-keynes.gcsx.gov.uk prior to contacting her on 01908 254300.

If the above criteria has been met then you should make a referral to the Multi Agency Safeguarding Hub (MASH) by completing the [Multi-Agency Referral Form \(MARF\)](#).

*If the LADO is not available, you should refer to Multi Agency Safeguarding Hub on 01908 253169/3170.

Sharing Information

There are seven golden rules of information sharing:

- 1.** Remember that the Data Protection Act is not a barrier to sharing information but provides a framework to ensure that personal information about living persons is shared appropriately.
- 2.** Be open and Honest with the person (and/or their family where appropriate) from the outset about why, what, how and with whom information will, or could be shared, and seek their agreement, unless it is unsafe or inappropriate to do so.
- 3.** Seek Advice if you are in any doubt, without disclosing the identity of the person where possible.
- 4.** Share with consent where appropriate and, where possible, respect the wishes of those who do not consent to share confidential information. You may still share information without consent if, in your judgement, that lack of consent can be overridden in the public interest. You will need to base your judgement on the facts of the case.
- 5.** Consider safety and well being: Base your information sharing decisions on considerations of the safety and well-being of the person and others who may be affected by their actions.
- 6.** Necessary, proportionate, relevant, accurate, timely and secure: Ensure that the information you share is necessary for the purpose for which you are sharing it, is shared only with those people who need to have it, is accurate and up to date, is shared in a timely fashion, and is shared securely.
- 7.** Keep a record of your decision and the reasons for it - whether it is to share information or not. If you decide to share, then record what you have shared, with whom and for what purpose. If information was provided without consent, reason/s for so doing must be made clear and the record indicate whether the person in question was subsequently informed of the information transfer