

PART ONE

“WHAT TO DO if you are worried a child is being abused or neglected”

Member of staff has concerns about a child's welfare

Where a young person discloses abuse or neglect, they (and the alleged abuser) **SHOULD NOT** be questioned further, but a record made of what has been said.

Discuss concerns with line manager/ designated person for Child Protection.

Name: _____

You may also wish to discuss with the Duty Social Worker (listed below) eg whether to inform parents of your welfare concern (*if to do so would **not** place a child at risk*).

Your designated person may also check if there are current or previous child abuse/ welfare concerns- Child Protection Register 01225 713950

Still has concerns, refer to social worker:

No longer has concerns

No further child protection action

Contact Social Worker
During office hours, Monday – Friday

Referral and Assessment Team
0300 4560108

Out of hours
Contact
Emergency Duty
Team on
03004560100

Is this a child in need of other support?- consider with family & relevant agencies
- consider CAF

Social Worker & Manager

1. acknowledge receipt of referral
 2. decide on next course of action (within one working day)
 3. feedback decision to referrer eg: Initial Assessment or S47 Child Protection Strategy discussion
- Or No action required

This document is intended for use as a brief guide. Please refer to the South West Child Protection Procedures at www.wiltshirelscb.org or www.swcpp.org.uk