

## Neglect Observation Tool and Guidance

*If you are using this tool you should have already have received a briefing about why it was developed, its purpose and how you should use it.*

### Who is this tool for?

This tool has been developed to be used by members of the workforce across Hull ranging from those who may have infrequent contact with children, young people and / or parents / carers in their role e.g. contractors attending to undertake work to the property, to those who have regular contact, any of whom may become aware of possible neglect.

### Why was it developed?

The impact of neglect on children and young people can be very damaging, severely affecting their growth and development and their life chances. The earlier neglect is detected and the right support put in place for families the better the outcomes are for children and young people.

We know that it is often difficult to recognise when children and young people are being neglected. This tool has been developed to raise awareness across the workforce in Hull about what sorts of things we need to look out for and where concerns about neglect are identified about a child/ young person it provides a means of recording that information and where appropriate sharing with the EHASH.

### What's in the tool?

The tool lists a number of signs and symptoms of neglect, some of which may or may not be relevant for you in your role. It could be that there is only one thing on the list that you have observed that has caused you to be concerned about a child or young person. This is still important to identify. **There is no requirement to fill in every box.** The information you have may be vital, either on its own or in helping to see the bigger picture. You might just have that one piece of the jigsaw that's missing and this will help to inform what course of action should be taken next to help this child and support this family.

There is a scale 1-5 for each box that you complete with 1 being worried through to 5 being very worried.

On the last page you are asked to sign and print your name, record the date of your observation and who was present at the time and the location. There is also an outcome box in which the brief detail of the discussion you have with your manager or identified safeguarding children lead in your agency/organisation should be recorded, along with the agreed course of action, who will be taking the action and the timescales for taking it. If it is decided that the concerns need to be discussed with the EHASH the information contained in this tool should be recorded on the contact / referral form.

The final box on the form is for making a record of the action taken.

### **How to use the Neglect Observation Tool**

**If in the course of your work you become aware of any of the signs or symptoms of neglect listed on the tool you should:**

- Record in the relevant box in as much detail as you can what it was you saw that made you feel worried about each child/young person. So 'say what you saw and record it'
- If you heard anything that made you feel worried this should also be recorded in the relevant box
- Thinking about what you observed and heard for each box you complete, decide, on a scale of 1-5 how worried you are for each child/ young person , thinking specifically here about what life is like for this child / young person to help inform your decision
- Discuss your concerns with your manager / safeguarding children lead, record details of the discussion in the outcome box with the agreed action, who is responsible for the action and by when.
- Make a record confirming that the agreed action has been taken.

Observational Neglect Tool



|                                                                                                                                                                                                                                                                                                                                                     | Level of Concern |   |              |   |   | Reasons/details                             |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|---|--------------|---|---|---------------------------------------------|
|                                                                                                                                                                                                                                                                                                                                                     | worried          |   | very worried |   |   | Provide full description including location |
|                                                                                                                                                                                                                                                                                                                                                     | 1                | 2 | 3            | 4 | 5 |                                             |
| <b>Relationships/Interaction</b> <ul style="list-style-type: none"> <li>- Between adult members of the household</li> <li>- Between adult and child/ren</li> <li>- Between Adult and Professionals</li> <li>- Visitors to the property</li> </ul>                                                                                                   |                  |   |              |   |   |                                             |
| <b>Sleeping</b> <ul style="list-style-type: none"> <li>- Bed/ coverings (suitability and condition)</li> <li>- Co-sleeping (safe sleeping)</li> <li>- Overcrowding (sharing rooms)</li> </ul>                                                                                                                                                       |                  |   |              |   |   |                                             |
| <b>Hazards</b> <ul style="list-style-type: none"> <li>- Stairs and other fall hazards</li> <li>- Damp/Mould</li> <li>- Fire Risk</li> <li>- Heating (no heating or inadequate heating to all of accommodation)</li> <li>- Lack of hot water</li> <li>- Electrical hazards</li> <li>- Child/Home Safety Measures (stair gates etc)</li> </ul>        |                  |   |              |   |   |                                             |
| <b>Housing condition and external environment</b> <ul style="list-style-type: none"> <li>- Clutter/hoarding</li> <li>- Dirt</li> <li>- Infestations (mice, insects etc.)</li> <li>- Rubbish/waste</li> <li>- Soiled items</li> <li>- Carpets/curtains</li> <li>- Floor coverings</li> <li>- Odour</li> <li>- Bathroom / Kitchen unusable</li> </ul> |                  |   |              |   |   |                                             |
| <b>Disrepair/Damage</b> <ul style="list-style-type: none"> <li>- Doors</li> <li>- Walls</li> <li>- Windows</li> <li>- Other</li> </ul>                                                                                                                                                                                                              |                  |   |              |   |   |                                             |
| <b>Pets</b> <ul style="list-style-type: none"> <li>- Number of pets/type</li> <li>- Cleanliness (provision for toileting etc.)</li> <li>- Care of pets</li> </ul>                                                                                                                                                                                   |                  |   |              |   |   |                                             |

|                                                                                                                                                                                                                                                         |  |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| <p><b>Child's Appearance</b></p> <ul style="list-style-type: none"> <li>- Appropriate clothing</li> <li>- Cleanliness</li> <li>- Weight</li> <li>- Parent's appearance</li> <li>- Silent child/ren</li> <li>- Poor language</li> <li>- Teeth</li> </ul> |  |  |
| <p><b>Poverty</b><br/>Any other information you become aware of e.g. debts, unable to heat home</p>                                                                                                                                                     |  |  |
| <p><b>Other Issues</b></p> <ul style="list-style-type: none"> <li>- Mental Health</li> <li>- Substance Use</li> <li>- Learning difficulties</li> <li>- Domestic violence indicators</li> </ul>                                                          |  |  |

|                                                          |  |
|----------------------------------------------------------|--|
| Please detail who was present at the time of observation |  |
| Date completed                                           |  |
| Completed by                                             |  |
| Signature                                                |  |

|                                                                            |  |
|----------------------------------------------------------------------------|--|
| Details of discussion with Manager/<br>Safeguarding Children Lead          |  |
| Outcome of discussion and action identified to be taken by who and by when |  |
| Details of action taken                                                    |  |
| Complete by                                                                |  |
| Date                                                                       |  |