

HALTON SAFEGUARDING CHILDREN BOARD

PRACTICE GUIDANCE: MAKING ENQUIRIES TO DETERMINE WHETHER A CHILD IS SUBJECT TO A CHILD PROTECTION PLAN

# Background

Practice Guidance was requested as a result of a recommendation from a Serious Case Review which highlighted some uncertainty amongst professionals about the trigger for checking whether a child is subject to a Child Protection Plan (CPP).

Circumstances under which a Child Protection Plan check would be made

A Child Protection Plan check should be made when there are concerns that a child has been or is likely to be exposed to the risk of significant harm. The outcome of the check should be considered as part of an overall assessment of the child’s needs, rather than the determining factor of how to respond to the child’s needs.

**Note**: if the result of the CPP check is that the child is not subject of a Child Protection Plan, then this is only one of several factors that should be taken into account, when assessing/diagnosing if the child has suffered significant harm, or is at risk of significant harm.

Circumstances which may constitute significant harm would include:

* Child death
* Significant delay in presentation for non- routine medical or dental care for which there is no reasonable explanation.
* Delay in presentation following an injury or illness for which there is no reasonable explanation.
* Inconsistent history/explanation of injury.
* Bruising or injury to an immobile child
* Significant concerns about the carer’s interactions, presentation and care of the child.
* Home conditions are discovered to be a risk to health or safety of the child.
* Significant domestic abuse within the child’s household.

## Procedure

* In the first instance professionals should follow theiragency’s procedures/ process for determining who should enquire about the existence of a Child Protection Plan.
* The enquirer should telephone the Contact and Referral Team on **0151 907 8305** during office hours. If the check is required out of hours the Emergency Duty Team should be contacted on **0345 050 0148** and request a Child Protection Plan check
* During office hours the CART Social Worker and the professional making the enquiry must record, in their respective records: the time, date, name, and role of the person they are speaking to.
* The CART Social Worker will then take the details of the child; establish why a check is being made; interrogate Carefirst in line with the agreed procedure, and the Social Worker will then call the enquirer back with the information.
* The fact that, and reason for, the CPP check will be recorded automatically on Carefirst.
* If the check is negative the Social Worker must check Carefirst and other records to determine whether there is any past or current involvement by Children’s Social Care with the child and family.
* Following three enquires in relation to the same child the Safeguarding Unit are automatically informed that three checks have been made.
* The CART Principal Manager will discuss with the Safeguarding Unit whether the threshold has been met for convening a Child Protection Conference. Alternatively it may be appropriate for Children’s Social Care to undertake a single assessment.