



Child Causing Concern Procedures

- Staff/Adult has a concern
- Complete a Green referral form and send to the dedicated Safeguarding@penketh.warrington.sch.uk email address.
- If you feel the child is in immediate danger please inform a member of the Safeguarding Team this referral is in progress and complete the referral ASAP.

The Safeguarding team is as follows:

- DSL - Steven Panter
 - SLT Safeguarding – Jude Wright
 - DSL Support – Sarah Baron
 - Emotional Health and well-being – Wendy Walsh
 - Learning for Life – Steph Clarke
 - Learning Mentors years 7-11 (HOY will feed concerns into this meeting and attend if the year group LM is unable to)
- Only electronic forms will be accepted. This is to prevent duplication of work and so it is easily copied to the child's electronic file.
 - You will get a response to say this has been received and action is being taken
 - We will inform you that your concern is being investigated by a member of the school Safeguarding team and/or appropriate safeguarding staff members.
 - This may involve talking to other members of staff/parents/carers etc. This may be sufficient to allay any concerns and a record is kept on pupil profile notes, further monitoring then takes place.
 - If appropriate other agencies may become involved via the Early Help Support Model.
 - If necessary an immediate referral is made to Social Care following Warrington Safeguarding procedures.

Summary of possible actions as a result of your concern:

- Escalation to child protection
- Ask the HOY or LM's to complete a piece of work and monitor at school early help level
- Referral to internal school support i.e. Emotional Health and wellbeing
- External referral to additional support agencies non child protection
- Sometimes there will be no further action and we will ask you to monitor

You will always be informed of the outcome of your concern via email

Safeguarding Team meeting

- During these meetings all ongoing and new concerns are discussed, actions are given and progress to date is recorded.
- Concerning children are discussed formally at this half termly meeting
- Early help concerns from heads of year and Learning mentors can be stepped up to safeguarding easily if this is appropriate.
- All concerns are recorded in Safeguarding Team meeting minutes and on the child's pupil profile at the appropriate level.
- If appropriate the child is entered onto the school Safeguarding Register and we continue to monitor.

If you have any questions about these processes please do not hesitate to contact me

Many thanks

Steven Panter

DSL