

# Our Lady Star of the Sea Catholic Nursery School Policy on Safeguarding Children/Child Protection

## Mission Statement

*"You are precious in my eyes" - Isaiah 43*

- ◆ *Our Lady Star of the Sea Catholic Primary School is committed to the widest and fullest education of all pupils in a partnership between home, school, parish and community.*
- ◆ *Our school aims to create a happy, ordered environment where all members feel secure, valued and respect each other.*
- ◆ *Our school aims to be a positive force within the Catholic church inspired by the life of Christ in the Gospels*

## Introduction

Effective safeguarding and child protection require a coordinated approach; one that provides clear direction to staff and others about expected codes of behaviour in dealing with safeguarding issues. It makes explicit our commitment to the development of good practice and sound procedures, and ensures that safeguarding children concerns and referrals may be handled sensitively, professionally and in ways which support the needs of the child. This policy document reflects the aims, values and philosophy of Our Lady Star of the Sea Nursery and sets out the framework within which the whole staff operates and provides information on safeguarding children.

All staff, students and volunteers working in nursery must have a clear understanding of Our Lady's Safeguarding Children Safeguarding Policy and Procedures. Within the nursery this is extended to also include the LSCB Pan-Lancashire Policy and Procedures for Safeguarding Children alongside knowledge of how to access and use these. The LSCB Pan-Lancashire Policy and Procedures for Safeguarding Children can be accessed at <http://panlancashirescb.proceduresonline.com/index.htm>

Our Lady Star of the Sea is also consistent with Working Together to Safeguard Children (2018); Keeping Children Safe in Education (2022) and the Statutory Framework for the Early Years (2021). Together they provide the procedures to be used by all nursery staff, students and volunteers.

Working Together to Safeguard Children 2018 defines safeguarding and promoting the welfare of children as follows:

- Protecting children from maltreatment.
- Preventing impairment of children's health or development.
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care.
- Taking action to enable the best outcomes for all children to ensure that the above objectives are met.

At Our Lady Star of the Sea Nursery, we recognise the contribution we can make to protect and support children by:

### **Prevention:**

- Providing a positive Christian atmosphere that gives support, pastoral and teaching to children, and to fulfil our mission as a Christ centered community.

### **Safeguarding:**

- Ensuring that staff understand and follow agreed procedures.
- That staff are trained and supported to respond sensitively to safeguarding concerns.

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## **Support:**

- Providing support to children and nursery staff involved in safeguarding children concerns.
- Supporting children who may have been abused. For us an abused child is any child who has suffered, or is likely to suffer, from *physical abuse, emotional abuse, neglect or sexual abuse* by an adult or a child/young person.

## **OBJECTIVES**

### **PREVENTION**

*At Our Lady Star of the Sea we recognise that one of the best ways to protect children is to create an environment which fosters high self-esteem, confidence through supportive friends and trusted adults in an emotionally safe environment. This atmosphere is an integral part of the ethos of our nursery that we strive to implement and develop.*

Therefore, we will establish and maintain an ethos where children feel secure, are encouraged to talk and are listened to;

- Through sharing news.
- Through 'listening' in all its many forms.
- Through discussions.
- Through role-play.
- By operating a robust key person system
- Through the valuing of informal discussion.
- By ensuring that children know that they can approach any adult in nursery if they are worried or in difficulty.

This shall be achieved;

- By showing a genuine interest in the children.
- By maintaining positive relationships.
- By demonstrating effective listening and taking appropriate action.
- Through the EYFS by providing activities and opportunities that will help to equip children with the skills they need to stay safe from abuse.
- A respect for persons that stems from recognising Christ in each other.
- Developing a sense of self and self worth.
- Choosing friends.
- Developing strategies for saying no and being safe.

### **CHILDREN'S CARE TEAM**

*At Our Lady Star of the Sea Nursery we recognise that we do not operate in isolation. Safeguarding children is the responsibility of all adults in the nursery and school community.*

- Advice and Support. Cathy Isherwood (0845 053 00090)
- Referrals to Social Care [cypreferrals@lancashire.gov.uk](mailto:cypreferrals@lancashire.gov.uk) Fax (01772 538223)

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- LADO. Tim Booth, Shane Penn and Donna Green (01772 536694)
- Customer Access Team. (0845 053 0009) *Weekdays 8.45am-5pm*
- Emergency Duty Team.(0845 602 1043) Outside office hours, Weekends and Public Holidays
- Nursery Senior Designated officers:

- (1) J. Hornby Headteacher Chair of the Management Committee
- (2) B. Draper Nursery Supervisor
- (3) M. Wood Deputy Supervisor

### The role of the Senior Designated Officer:

- Is responsible for the day to day operation of the Nursery Safeguarding children Policy and for co-ordinating action within nursery.
- Liaise with the **Lancashire Children's Safeguarding Assurance Partnership (CSAP)** and other agencies over suspected child abuse. (<http://www.lancshiresafeguarding.org.uk/>)
- Provides appropriate information to the Management Committee enabling them to contribute to the nursery's responsibilities and policies relating to safeguarding children.
- Liaise with, advises and provides support and guidance to nursery staff.
- Ensures that staff understands the procedures with regard to safeguarding children issues and how they work in practice.
- Maintain the Nursery's Safeguarding Children File as and when appropriate i.e. record any concerns which staff feel work against the interest of a child. To use Lancashire's Continuum of Need thresholds and Risk Sensible model.  
<http://www.lancshiresafeguarding.org.uk/media/45811/LSCB-Thresholds-Guidance-Final-Oct-2018.pdf>  
<http://www.lancshiresafeguarding.org.uk/media/34101/multi-agency-risk-sensible-framework-web-.pdf>
- Encourage nursery staff to discuss issues of safeguarding children at both personal and professional levels.
- Undertake appropriate training.

### PROCEDURES

*At Our Lady Star of the Sea Nursery we will follow the procedures set out in the Local Safeguarding Children's Board as set out in Working Together to Safeguard Children (July 2018)*

- This policy and staff training will ensure that staff knows what to do if there are safeguarding children concerns.
- Parents will be informed of the nursery's duties and responsibilities under Safeguarding children procedures in the nursery prospectus.
- Safeguarding children register. If a child is on the '*Safeguarding children Register*', that child shall be monitored in line with the safeguarding children plan. This might include alerting either the child's key person when a child is absent, or to any signs which suggest deterioration in home circumstances. When a child on the register changes nursery/school information should be transferred to the new nursery/school and the key person immediately. **This information is confidential.**

## **ASSESSMENT**

The Children's Safeguarding Assurance Partnership has launched new documents namely: Levels of Need diagram and Working Well with Children and Families in Lancashire guidance. Both are for use by professionals who support children and young people and their families in Blackburn with Darwen, Blackpool and Lancashire.

The guidance talks about how we work with families to build on their strengths and come together across agencies to put the child at the centre of our work. It is designed to ensure that we give families who are experiencing challenges the advice, information and support they need that helps them make a positive difference to their lives.

Working Well with Children and Families in Lancashire is made up of three parts and sets out the principles by which practitioners will work. Parts 1 and 2 include the levels of need, example indicators for each level and the expected response to children and families who need additional help. A separate Part 3 is available for each local authority area and includes details of local services and how these can be contacted.

Find out more here: [Assessment - Lancashire Safeguarding Children Board](#)

Alternatively open the link by going to: [www.lancshiresafeguarding.org.uk](http://www.lancshiresafeguarding.org.uk) and click - 'Assessments and Support for children, young people and families'

**See Annex A for more details**

## **CONFIDENTIALITY**

- Issues of confidentiality will be made clear to parents in an appropriate manner at the first meeting with the Nursery Supervisor i.e.- this information may well be passed to the Children's Social Care Office in the best interests of the child to secure appropriate support and help. A record of any meetings will be kept, a copy shall be sent to the parent with a response slip.
- Under no circumstances can a child be assured that confidentiality will be kept, to do so would breach a child's trust in the adult receiving the confidences.
- From the outset it shall be made clear to the child that information given may need to be shared with others.
- This information should be given to the designated person for Safeguarding children.
- Information should **not be given to** Management Committee members, other parents or staff who has no need to know.

**Any adult in the nursery community concerned about a child should inform a designated person Mrs. N. Gegan (Headteacher) Miss. L.Hotchkiss (Deputy Headteacher), Mrs.Draper (Nursery Manager) or Mrs.M.Wood (Deputy Nursery Manager).**

**If it is considered that a child is at risk of harm** the senior designated person will follow the procedures below:

1. *The Children's Social Care Officer shall be contacted by phone and the form shall be read to him/her.*
2. *Advice may be sought from the Child Care Practice Team and the Children's Social Care Officer.*
3. *Multi-Agency Assessment and Referral Form will be sent in.*
4. *Advice shall be acted upon.*

## **RECORDS AND MONITORING**

At Our Lady Star of the Sea Nursery we recognise that well-kept records are essential to good safeguarding children practice. Therefore, it is the practice for staff to record any concerns held about a child or children within our nursery.

**Keeping Records.** A stepped approach shall be used, but depending on circumstances access can be made at any point:

1. 1st Level: Member of staff's personal notes or thoughts.
2. 2nd Level: Shared with Senior Designated Person.
3. 3rd Level: Recording of incidents/ concerns. At this point it will be considered whether a referral to Children's Social Care Officer should be made.
4. 4th Level: Decision taken to monitor. From this point information becomes part of the nursery record system
  - Senior designated person collates previous information with the member of staff dealing with the child.
  - Senior designated person with appropriate key person will monitor child/ren about whom there are concerns
  - As soon as it is felt there is sufficient concern or there is a suspected case of child abuse a referral shall be made as set out and the police shall be informed if that advice is given.

### **The Senior Designated Safeguarding Officer considers**

- What have we/the staff seen, heard and feel about this child?
- Is the child safe?
- Is this child at risk and, if so of what? How immediate is it?
- Is this child in need and, if so of what?
- Do I need to seek advice?
- Is the level and/or likelihood of risk such that a (CA89 Section 47) child protection referral is needed (i.e. the child is suffering or is likely to suffer significant harm)?
- Can the level(s) of risk/need be managed/met within the setting or by accessing universal services/without a referral to Children's Social Care?

What contextual information is available regarding the child, parents, family and environment? Does a CAF already exist and what is its status? *(The Family's Early Help Assessment will replace the Common Assessment Framework (CAF) across Lancashire as of 6 September 2021. Lancashire will cease to accept new CAF assessments from January 2022. The Early Help Assessment is an intervention with a family to gather, explore and analyse with them information about all aspects of the child or young person (and their family's) life and then to identify areas where change will address support needs and positively impact on their lived experiences. This is recorded on an Early Help Assessment form which includes the family's Early Help Plan. The Family's Early Help Assessment is available to all practitioners and professionals working with children, young people, and their families across Lancashire. Working alongside families from a holistic, strength-based approach when areas of support are first identified will stop escalation towards crisis and the need for more intensive and specialist intervention. Through the Early Help Assessment, Plan, and reviews via Team Around the Family meetings the wider partnership of services can provide families with the right support at the right time- see <https://www.lancashire.gov.uk/practitioners/supporting-children-and-families/early-help-assessment/#caf>*

- What additional information might exist and is it appropriate for the setting to access this?
- Have we recorded accurately and appropriately and made clear any ongoing plans, roles and responsibilities to staff within the setting?
- If we are not going to refer then what action is the nursery going to take?

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- What the wishes of the victim in terms of how they want to proceed
- What is the nature of the alleged incident?
- The ages of the children involved
- The development stages of the children involved
- Any power imbalance between the children
- Is the incident a one-off or a sustained pattern of abuse
- Are there ongoing risks to the victim, other children, nursery or staff

### Attendance at a Safeguarding children Conference

- A safeguarding children conference is *a formal meeting convened after a concern has been expressed about a child*. This could be either *the Initial Safeguarding children Conference* or *the Safeguarding children Review*. A representative of the Children's Social Care Officer calls both.
  - It is attended by professionals from the key agencies e.g. Social services, Police, Education, Health, NSPCC and parents.
  - It is chaired by a Children's Social Care Officer who extends an invitation to the school.
1. From Our Lady Star of the Sea Nursery either the designated person shall attend or the member of staff working with the child in nursery depending on the individual circumstances.
  2. Any report provided by the nursery will be relevant, concise and professional using a bulleted factual/observational format providing evidence where appropriate.
  3. Throughout the maintenance of a working relationship with parents is regarded as important before, during and after a referral has been made.

- **As a Nursery we shall strive to maintain a working relationship with parents by:**
  - \* Keeping parents fully informed throughout the process.
  - \* Keeping normal routine contact with parents.
  - \* Treating parents with respect and supporting them where possible.

### **SUPPORTING CHILDREN AT RISK**

At Our Lady Star of the Sea Nursery we strive to provide: '*a happy, ordered environment where all members feel secure and valued,*' and '*to be a positive force within the Catholic Church inspired by the life of Christ in the Gospel.*' We recognise that children who are abused or who witness violence may find it difficult to develop a sense of self worth and to view the world in a positive way. Our nursery may be the only stable, secure and predictable element in the lives of children at risk. Whilst at nursery their behaviour may be challenging and defiant, or they may be withdrawn from nursery. We shall support such children through:

- The purpose of the EYFS (2021) to encourage self-esteem and self-motivation.
- Through the nursery ethos which promotes a positive, supportive and secure environment which gives children a sense of being valued.
- It is vital to ensure that children are supported within the nursery environment. This shall be achieved

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through the implementation of nursery behaviour management procedures based on the importance of a consistent approach, whilst recognising and separating the cause of behaviour from that which the child may display.

- There will be regular liaison with other professionals and agencies that support children and their families.
- Through training and staff meetings we shall endeavour to develop responsive and knowledgeable staff that is supportive and able to respond appropriately in safeguarding children situations.

### CONTACT WITH CHILDREN IN NURSERY

*The nursery aims to create a happy, ordered environment where all members feel secure and valued.* In order to achieve this aim of our Mission Statement it is important not to lose sight of our pastoral role as adults in nursery when we act in 'loco parentis'. All children should see us as human, approachable, loving and caring. Thus, in our nursery there are times when it is appropriate and right to have physical contact with a child.

All these demonstrations shall be given openly in front of other children (and adults/or as if adults/parents were present) e.g.:

- Giving comfort and support when a child is distressed.
- For our nursery children there may be times when they sit on an adult's knee.
- Comforting a child after a fall, an accident, or if they are feeling unwell.
- Rewarding a child with a hug.
- When involved in drama or role-play.
- When supporting / demonstrating in P.E. and games.
- When cleaning up a child who has been sick or has soiled him/herself.
- **When restraining a child from injuring another child / themselves / or placing themselves in a position when they cannot be supervised or are likely to be at risk.**

However, at Our Lady Star of the Sea Nursery we recognise that there may be times in which physical contact with a child may be misconstrued therefore we shall:

- In the event of any injury to a child accidental or otherwise ensure that it is recorded and witnessed by another adult.
- Keep records of any false allegations made by a child against a member of staff.
- In the event of any incident involving an allegation by a child take the child to the nursery supervisor and explain what has happened. A record of the meeting must be kept as must witness reports.
- If the allegation is against the Nursery Supervisor the Deputy Nursery Supervisor must act as Designated person referring to 'Nursery Supervisors facing an allegation of Physical/Sexual Abuse,' Guidelines on Practice and Procedure (August 1996).
- Endeavour not to place ourselves in a situation where an adult is spending excessive amounts of time with a child away from other people.
- **It is the responsibility of any member of staff who is uneasy about any relationship between an adult and child or between children in our nursery community to inform the Nursery Supervisor or another senior practitioner of their concern and their reasons for it.**



### **Specific safeguarding**

**ALL** staff and volunteers understand that there are specific and emerging ways in which children can be abused, such as:

**Radicalization** refers to the process by which a person comes to support terrorism and forms of extremism, there is no single way of identifying an individual who is likely to be susceptible to an extremist ideology.

**ALL** staff and volunteers will have 'due regard to the need to prevent people from being drawn into terrorism', known as the 'Prevent Duty'.

**ALL** staff and volunteers will have a general understanding of how to identify a child who may be at risk of radicalization.

**ALL** staff and volunteers will use professional judgement in identifying children who might be at risk of radicalisation and act proportionately

The nursery Online Safety Policy will ensure the safety of children by ensuring they cannot access terrorist and extremist material when using the internet and that suitable filtering software is in place. DSLs understand when it is appropriate to make a referral to the Channel Panel Child

**Sexual Exploitation (CSE)** involves exploitative situations, contexts and relationships where young people may receive something (e.g. food, accommodation, drugs, alcohol, gifts or simply affection) as a result of engaging in sexual activities. The perpetrator will not only groom the victim (possibly over a long period of time) but will always hold some kind of power which increases as the exploitative relationship develops. Sexual exploitation involves a degree of coercion, intimidation or enticement, including unwanted pressures from peers to have sex, sexual bullying including on line bullying (cyberbullying) and grooming. It is important to recognise that some young people who are being sexually exploited do not exhibit any external signs of this abuse.

**Honour Based Violence (HBV)** 'A crime or incident, which has or may have been committed, to protect or defend the honour of the family and/or community'. (ACPO Working Definition 2008).

**ALL** staff and volunteers will have a general understanding of how to identify a child who may be at risk of Honour Based Violence. Forced Marriage is one whereby one or both parties do not consent to marriage but are forced to do so through violence, threats or any form of coercion. Schools play an important role in safeguarding children from being forced to marry.

**Female Genital Mutilation (FGM)** is encompassed within the term Honour Based Violence.

**ALL** staff and volunteers are aware of the "one chance rule" and will report all cases of suspected Honour Based Violence to the DSL immediately. FGM is illegal in the UK and a form of child abuse with long-lasting harmful consequences. **ALL** staff need to be alert to the possibility of when a female pupil may be at risk of FGM or when it may have been conducted on them. Whilst all staff should speak to the designated safeguarding lead (or deputy) with regard to any concerns about female genital mutilation (FGM), there is a specific legal duty on teachers. If a teacher, in the course of their work in the profession, discovers that an act of FGM appears to have been carried out on a girl under the age of 18, the teacher must report this to the police.

**Modern Slavery -The Modern Slavery Act 2015** places a new statutory duty on public authorities, including schools, to notify the National Crime Agency (NCA) (section 52 of the Act) on observing signs or receiving



intelligence relating to modern slavery. The public authority (including schools) bears this obligation where it has 'reasonable grounds to believe that a person may be a victim of slavery or human trafficking'. Staff must be aware of the above and contact the DSL should they suspect or receive information that either parents or their children may be victims of modern slavery. The DSL should then contact the NCA.

**Child on Child Abuse** occurs when a young person is exploited, bullied and / or harmed by their peers who are the same or similar age; everyone directly involved in peer on peer abuse is under the age of 18. This is most likely to include, but may not be limited to: bullying (including cyberbullying); physical abuse such as hitting, kicking, shaking, biting, hair pulling, or otherwise causing physical harm; sexual violence and sexual harassment; sexting (also known as youth produced sexual imagery); and initiation/hazing type violence and rituals.

**ALL** staff and volunteers understand that children can abuse other children.

**ALL** staff and volunteers will inform the DSL of suspected peer abuse and record in line with schools recording policy.

Peer on peer abuse will be taken as seriously as any other form of abuse

**ALL** staff understand that abuse is abuse and should never be tolerated or passed off as "banter", "just having a laugh" or "part of growing up."

**ALL** staff will understand that pupils with SEND are more prone to peer group isolation and school will have extra pastoral support to address this.

**Children Missing from Education** can be a potential sign of abuse or neglect including sexual exploitation, undergoing female genital mutilation, forced marriage or travelling to conflict zones.

ALL staff and volunteers follow school procedures when a child misses education particularly on repeat occasions to help identify the risk of abuse and neglect. There is a sessional attendance register.

All staff will be aware that children going missing from education can be a warning sign of safeguarding considerations.

### **Other vulnerable categories**

All staff will have read Annex A of Keeping Children Safe in Education and be aware of specific forms of abuse and safeguarding issues and vulnerable groups of children including; -

- Children in the Court system;
- Children with family members in prison
- Child Criminal Exploitation (County Lines)
- Homelessness

For all specific safeguarding issues, DSLs will seek advice from national and local guidance:

Multi Agency Statutory Guidance on FGM

[http://panlancashirescb.proceduresonline.com/chapters/p\\_female\\_mutilation.html](http://panlancashirescb.proceduresonline.com/chapters/p_female_mutilation.html)

Prevent Duty [http://panlancashirescb.proceduresonline.com/chapters/p\\_violent\\_extremism.html](http://panlancashirescb.proceduresonline.com/chapters/p_violent_extremism.html)

[http://panlancashirescb.proceduresonline.com/chapters/p\\_forced\\_marriage.htm](http://panlancashirescb.proceduresonline.com/chapters/p_forced_marriage.htm)

What to do if you suspect a child is being sexually exploited

[http://panlancashirescb.proceduresonline.com/chapters/p\\_child\\_sex\\_exp.html](http://panlancashirescb.proceduresonline.com/chapters/p_child_sex_exp.html)

What to do if you're worried a child is being abused: advice for practitioners',

Department for Education, March 2015; [www.gov.uk/government/publications/what-to-do-if-youre-worried-a-child-isbeing-abused--2](http://www.gov.uk/government/publications/what-to-do-if-youre-worried-a-child-isbeing-abused--2).

**Training**

- All staff members level one safeguarding training (renewed every three years, usually yearly on Inset Day)
- SDL training for designated leads (renewable every two years)
- Staff will attend Seven minute briefings sessions during staff meetings  
<http://www.lancshiresafeguarding.org.uk/learning-development/7-minute-briefings.aspx>
- Staff will familiarise themselves with the Lancashire continuum of Need/ Risk Sensible Model in nursery office

<http://www.lancshiresafeguarding.org.uk/media/45811/LSCB-Thresholds-Guidance-Final-Oct-2018.pdf>

<http://www.lancshiresafeguarding.org.uk/media/34101/multi-agency-risk-sensible-framework-web-.pdf>

**Signature of Chair of Committee members:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature of Nursery Supervisor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**ANNEX A**

## **Working Well with Children and Families in Lancashire**

Across Lancashire, we all believe that every child should have the opportunity to reach their full potential and that children are best supported to grow and achieve within their own families. The work of people who are alongside families when they experience challenge should be geared toward building strong foundations and developing assets and resilience so that children thrive. Equally, there will be times when, despite everyone's best efforts to support families, children need our protection to stop them from being harmed. When this is the case, local authority children's services will work with partners to provide this protection.

Working Well with Children and Families in Lancashire sets out the principles by which practitioners in Blackburn with Darwen, Blackpool and Lancashire will work with children and families. Parts 1 and 2 include the levels of need, example indicators of need for each level and set out the expected response to children and families who need additional help. A separate Part 3 is available for each local authority area and includes details of local services and how these can be contacted.

## **Levels of Need**

The Levels of Need are summarised in the image below. This is a quick guide and should be read in conjunction with the Working Well with Children and Families guidance below.



## Documents and forms

### Working Well with Children and Families in Lancashire - Parts 1 and 2:

- [Part 1: Executive Summary and Part 2: Detailed Guidance](#)

### Working Well with Children and Families in Lancashire - Part 3 local guidance:

- [Blackburn with Darwen](#)
- [Blackpool](#)
- [Lancashire](#)

### Common Assessment Framework

*The CAF is a key tool in the early identification of children and young people and families who may experience challenges or who are vulnerable to poor outcomes, underpinning the work of Early Help.*

- [CAF Documentation](#)

### Referrals to Children's Social Care

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**Anyone can raise a concern about the safety and welfare of a child** by calling 0300 123 6720 (or between 8.00pm - 8.00am on 0300 123 6722.)

However, where the needs of help and support meet Levels 3 and 4, **professionals** are able to complete a referral/request for support form via the Multi Agency Safeguarding Hub (MASH)

Before making a referral to MASH you need to consider if the child or young person's needs can be met by services from within your own agency, or by other professionals already involved with the family, including consideration to initiating a CAF. You should consider the Levels of Need and Working well with Children and Families guidance to inform your decision and also whether a referral to Lancashire Children and Family Wellbeing Service (CFW) will support an existing CAF Plan, particularly where the concerns at level 2 are more complex. The CFW service offer below provides information about the services available.

- [Child and Family Wellbeing Service offer](#)

The referral form must be completed as comprehensively as possible. If you are a professional, you should always inform the parent of your concerns and that you will be making a referral and wherever possible seek their consent beforehand, except where a child is considered to be at risk of harm and you believe that seeking parental consent may increase this risk. If you are unsure about thresholds or seeking consent please seek advice from your line manager.

When there are concerns about a child or young person at Level 4 (child protection), you should make direct contact on 0300 123 6720 or the Police (999 in an emergency) and complete the referral form once the immediate concerns have been addressed. If the child you are concerned about already has an allocated Social Worker go directly to this person by contacting 0300 123 6720 – there is no need to use this form.

- [Lancashire CSC Referral Form \(Jan 2017\)](#)