

# Quick Reference Flow Chart for Dealing with a Concern



## Christ the King Catholic Primary School

### Sharing/Recording Concern

member of staff has a concern about a child and records this on an initial concern form and shares it with the Designated Safeguarding Lead, Tracy Lane or, in her absence, one of the other designated teachers; Romy Hoster, John Lane, Dee Abbott. The individual with the concern may refer to Children's Social Care directly if it is an exceptional circumstance, such an emergency or a genuine concern that appropriate action was not taken.



### Consideration

If referred to them, the Designated Safeguarding Leads will consider if an Early Help assessment is needed or if they need to escalate to the next step.



### Referral to Children's Social Care

An individual with a concern or the Designated Safeguarding Lead may refer to Children's Social Care.

### No referral to Children's Social Care

The individual with the concern or the Designated safeguarding Lead will monitor the situation.

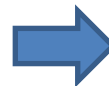


**If the child's situation does not appear to be improving the referrer should press for reconsideration**



### Children's Social Care Consideration

Children's Social care decide within one day what action will be taken, including is an assessment is needed and will feedback to the referrer



### Assessment

Children's Social Care completes the assessment within 45 working days of the referral; it could be a section 17 or 47 assessment. All schools should allow Local authorities access to facilitate the assessments.

### No Assessment

If no section 17 or 47 assessment is recommended an Early Help assessment may be recommended and/or onward referrals to other universal services. Children's Social Care will feedback to the referrer.



Based on the DFE Keeping Children Safe in Education Statutory Guidance for schools and Colleges (2018)