Dealing with concerns about a child / young person

Staff/volunteer **REPORTS** concern/s to the DSL or Deputy DSL & **RECORDS** concern/s (using Incident/Concerns recording log)

In an emergency dial 999 for the Police for an immediate response

Is there a risk of significant harm to the child?

YES

NO

If unsure about what to do and need advice you can also contact ECIRS Professional Consultation Line (no name's used) on 020 8825 5236

Refer to Ealing Children's Integrated Response Service (ECIRS) 020 8825 8000 (24hrs)

Remember to make a record of initial referral details (time, date, person spoken to).
Referral form link in Appendix 6 or look under Professionals tab on

www.ealingscp.org.uk

Refer family for Early Help via ECIRS with consent. Gain consent from parents (and child aged 12+) to initiate EHAP process. (EHAP link on page 88)

No consent Consent given

You should receive a confirmation of referral from ECIRS within 24 hours. REMEMBER, it is your responsibility to follow up on a referral, so contact ECIRS again if you have not received a confirmation.

Keep a written record of all your actions.

If consent is not given, continue to monitor the child and family and be prepared to contact ECIRS if the situation escalates.

Contact Family Information Service (FIS) Team to find out if an Early Help Assessment & Plan (EHAP) exists for the child/young person or a sibling, and how you can contribute to it.

If you have sent a referral to ECIRS and you are not happy with the response or continue to have concerns, you can re-refer, seek advice from the Consultation Line or use the escalation process via ECIRS Team Manager/Head of Service.

If an EHAP does not exist, and you have consent from the family you can initiate one (Go to **www.ealing.gov.uk/EHAP** for more information).

If you have any doubts about the level of need or risk, are not sure whether you should be making a referral or simply don't know what to do when you have a concern, call Ealing Children's Integrated Response Service (ECIRS) Professional Consultation Line on 020 8825 5236