



TRAFFORD PARENT AND YOUNG PEOPLE'S PARTNERSHIP SERVICE

Trafford Parent and Young Peoples' Partnership Service (PYPPS) - Independent Support Service for SEND

Safeguarding Procedures

The following is the PYPPS agreement of what to do if you are worried a child is being abused.

If you are worried a child is being abused you need to know who to contact. In the first instance you should discuss your concerns with your manager or designated member of staff. If after this discussion you are still worried or have concerns then contact MARAT on 912 5125/5124. Outside of normal office hours call the duty social worker on 912 2020 to discuss your concerns.

Do not delay in contacting MARAT if you are unable to discuss your concerns with your manager.

You may be asked by MARAT to fill in a SARF referral form and/or follow up your concerns in writing. Please include as much information as possible but you should not delay making the referral while you wait for information. This should be emailed direct to the team. Their email address is marat@trafford.gov.uk

SARF forms can be found under 'Safeguarding' on the Trafford Website and accessed via the intranet.

You should always follow up your contact with them in writing and as soon as possible. Childrens social care should acknowledge your written referral within 48 hours.

Any paperwork in relation to these referrals should be stored in the file marked 'Child Protection' which is kept locked in the 'main office cupboard.

If you consider the child to be a child in need you should refer the child to Marat. This may include a child who is or you believe is or may be at risk of suffering significant harm.

In general you should discuss your concerns with the child as appropriate to their age and understanding, and with the parents and seek their agreement to making a referral to social care unless you consider such a discussion would place the child at an increased risk of significant harm. Always ring MARAT for advice if you are unsure.

The booklet 'What to do if you are worried a child is being abused' is kept with our 'Working Together ' document and can be accessed by any team member. It is located in our information cupboard along with our own agency procedures and provides further guidance if needed.

This information is due to be revised in May 2019 or sooner if any relevant legislation/changes in procedures are made.

The above has been read and signed by –

G. English

Manager
PYPPS

This policy will be reviewed in August 2019

