# 

# Referral to Bristol Safeguarding Children Board for consideration of a case for a Serious Case or Child Protection Incident Review

1. Before submitting the referral please discuss with your agency representative on the Serious Case Review sub-group.
2. Please let us have as much information as is readily available at the time of the referral. If information is unavailable do not delay in making the referral. Additional facts can be made available later.
3. For guidance regarding the criteria for a Serious Case Review please refer to Appendix 1

## 1.1 Referrer

|  |  |  |
| --- | --- | --- |
| Name | Agency & designation | Email, address, phone number |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Signed | | Dated |
| Click here to enter text. | | Click here to enter text. |

Please indicate whether your request s for a serious case review or child protection or other form of review:

|  |  |  |
| --- | --- | --- |
| Serious Case Review | Child Protection Incident Review | Don’t know or other form of review |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |

|  |
| --- |
| Once you have completed the form, please email the completed form to:[becky.lewis@bristol.gcsx.gov.uk](mailto:becky.lewis@bristol.gcsx.gov.uk) via secure email only |

## 1.2 Details of child or young person

|  |  |
| --- | --- |
| Name of child: | Click here to enter text. |
| Date of birth:(DD/MM/YYYY) | Click here to enter text. |
| Date of death (if applicable)(DD/MM/YYYY) | Click here to enter text. |
| Nature of critical incident: | Click here to enter text. |
| Date of critical incident:(DD/MM/YYYY) | Click here to enter text. |
| Location of incident: | Click here to enter text. |
| Carer at time of incident: | Click here to enter text. |
| Home address: | Click here to enter text. |

|  |  |  |
| --- | --- | --- |
| **Ethnic origin:** | | |
| 1. **White** | 1. **Mixed** | 1. **Asian or Asian British** |
| British  Irish  Any other White Background | Asian and White  Black African and White  Black Caribbean and White  Any other mixed background | Indian  Pakistani  Bangladeshi  Chinese  Any other Asian background |
| **(D) Black or Black British** | **(E) Other Ethnic Groups** | **(F) Not Declared** |
| Caribbean  African  Any other Black background | Please specify | Not Declared |

|  |  |
| --- | --- |
| **Faith:** | Click here to enter text. |
| **Disability:** | Click here to enter text. |
| **Currently on child protection plan:** | Yes  No  Has been  Not known |
| **Category on child protection:** | Physical  Sexual  Emotional  Neglect  Abuse Abuse Abuse |
| **Relevant court proceedings:**  e.g. care (or pre proceedings), child arrangement (residence) etc. | Click here to enter text. |

## 1.3 Family composition/significant others

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name** | **Relationship to child** | | | **DoB**  DD/MM  /YY | | **Address** | **Legal status and/or current criminal proceedings** | **Ethnic origin** | | **Is/was subject to a CP plan? Category of plan?** |
| Click here to enter text. | | Click here to enter text. | Click here to enter text. | | Click here to enter text. | | Click here to enter text. | Click here to enter text. | Click here to enter text. | |
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## 1.4 Other agencies involved

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Agency | Contact Details | Are they still involved? |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
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## 1.5 Summary of events

Set out a brief analysis of how you consider the criteria for an SCR to be met, or if you consider that this case does not meet the criteria but is one where a learning review may be appropriate, please make this clear. A detailed analysis is not needed at this point. Please refer to the criteria and guidance set out at the end of this form before you complete this section.

Is abuse or neglect known  suspected or neither

Is the child deceased? Yes  No

If not deceased, is the child seriously harmed[[1]](#footnote-1) Yes  No  Not sure  and;

There is cause for concern as to the way in which the authority, their Board partners or other relevant persons have worked together to safeguard the child .

|  |
| --- |
| Click here to enter text. |

## 1.6 Chronology of key dates

Please give a **short** chronology of key events only. This **should not be a detailed chronology at this stage.**

|  |  |  |
| --- | --- | --- |
| Date of eventDD/MM/YYYY | Time of event(whereAppropriate) | Description of event |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
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NB. Agencies are reminded of the need to secure their files as soon as they become aware that a serious case review might take place.

## This section to be completed by the Chair of the SCR Sub-Group

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Outcome of request for Serious Case Review** | | | | |
| **Decision by SCR Sub Group:** | **(outline decision made a recommendation to BSCB Chair)**  Click here to enter text. | | | |
| **Does the Request meet the criteria for a SCR:** | 1. abuse or neglect of a child is known or suspected; and | 1. the child has died; | 1. **or** (ii) the child has been seriously harmed and there is cause for concern as to the way in which the authority, their Board partners or other relevant persons have worked together to safeguard the child. | |
| **Yes**  **No**  **Not known.** | **Yes**  **No** | **Yes**  **No**  **Not known.** | |
| **If the answer to a) or c) is not known or no a Serious Case Review should not normally be undertaken;**  **If a) and b) are yes  a Serious Case review should be commissioned;**  **If a) and c) are yes  a Serious Case review should be commissioned.** | | | | |
| **Date of SCR Sub Group Meeting** | **Date recommendation shared with BSCB Chair** | **Decision made by BSCB Chair** | **Date of decision by BSCB Chair** | **Date Decision Shared with SCR National Panel, Ofsted and DfE:** |
| Click here to enter text. | Click here to enter text. | **Agreed  /**  **Not Agreed** | Click here to enter text. | Click here to enter text. |

## Is there any indication that the circumstances meet the criteria for any other form of review process [e.g. Domestic Homicide Review]:

Click here to enter text.

If another type of review is also indicated this must be discussed with the Board Legal Adviser and the body responsible for overseeing those reviews.

## Appendix 1 Criteria for referring cases to the BSCB

## Statutory guidance form Working Together to Safeguard Children March 2015

### Serious Case Reviews

Regulation 5 of the Local Safeguarding Children Boards Regulations 2008 sets out the functions of LSCBs. This includes the requirement for LSCBs to undertake reviews of serious cases in specified circumstances.

Regulation 5(1)(e) and (2) set out an LSCB’s function in relation to serious case reviews, namely, 5(1)(e) undertaking reviews of serious cases and advising the authority and their Board partners on lessons to be learned.

(2) For the purposes of paragraph (1)(e) a serious case is one where:

(a) abuse or neglect of a child is known or suspected; and

(b) either – (i) the child has died; **or** (ii) the child has been seriously harmed and there is cause for concern as to the way in which the authority, their Board partners or other relevant persons have worked together to safeguard the child.

“Seriously harmed” in the context of paragraph 18 below and regulation 5(2)(b)(ii) above includes, but is not limited to, cases where the child has sustained, as a result of abuse or neglect any or all of the following:

▪ a potentially life-threatening injury;

▪ serious and/or likely long-term impairment of physical or mental health or physical, intellectual, emotional, social or behavioural development.

This definition is not exhaustive. In addition, even if a child recovers, this does not mean that serious harm cannot have occurred. LSCBs should ensure that their considerations on whether serious harm has occurred are informed by available research evidence.

Cases which meet one of the criteria (i.e. regulation 5(2)(a) and (b)(i) or 5(2)(a)and (b)(ii) **must always** trigger an SCR. Regulation 5(2)(b)(i) includes cases where a child died by suspected suicide. Where a case is being considered under regulation 5(2)(b)(ii), un less there is definitive evidence that there are no concerns about inter-agency working, the LSCB **must** commission an SCR.

In addition, even if one of the criteria is not met, an SCR **should always** be carried out when a child dies in custody, in police custody, on remand or following sentencing, in a Young Offender Institution, in a secure training centre or a secure children’s home. The same applies where a child dies who was detained under the Mental Health Act 1983 or where a child aged 16 or 17 was the subject of a deprivation of liberty orde4r unde4r the Mental Capacity Act 2005.

The final decision on whether to conduct an SCR rests with the LSCB Chair. LSCBs should consider conducting reviews on cases which do not meet the SCR criteria. If an SCR is not required because the criteria in regulation 5(2) are not met, the LSCB may still decide to commission an SCR or they may choose to commission an alternative form of case review.

The LSCB Chair should be confident that such a review will thoroughly, independently and openly investigate the issues. The LSCB will also want to review instances of good practice and consider how these can be shared and embedded. The LSCB should oversee implementation of actions resulting from these reviews and reflect on progress in its annual report.

³ Please refer to the **Local Safeguarding Children Board Regulations 2006** for further information (published 1st April 2006)

1. See guidance for definition of ‘Serious Harm’, provide evidence in summary of how the child has suffered ‘Serious Harm’ [↑](#footnote-ref-1)