

Policy	Escalation Policy		
Author	Liverpool LSCB & Phil Cooper (SiL) (Personalised for Longmoor by Mark Garside)		
Presented to Governors	24/01/18	Presented to Staff	21/02/18
Life of Policy	3 year	Date of Review	01/21

1. Escalation Procedure for the Resolution of Professional Disagreements - Safeguarding Children

The purpose of this policy is to ensure there is a quick and straightforward means of resolving professional differences in view of specific cases, in order to safeguard the welfare of children and young people.

It is important to remember to escalate your concerns to the Local Authority within which the child resides.

2. Context

This policy has been written, and is underpinned, by the principles of the following key documents:

- Keeping Children Safe in Education (September 2016);
- Working Together to Safeguard Children (March 2015).

This policy should be read in conjunction with the school's Child Protection Policy and the LSCB¹'s escalation Policy (on their website – see section 4.1 for details).

3. Key Principles

- The needs of the child are paramount and central to the process.
- Effective working together depends on resolving disagreements, in a constructive and timely manner, to the satisfaction of workers and agencies.
- When any professional considers a child is at immediate risk of '**significant harm**', then the individual must ensure their concerns are escalated on the same working day using established safeguarding procedures
- At no time must professional disagreement detract from ensuring a child is safeguarded. The child's welfare and safety must remain paramount throughout.

4. Types of Disagreement

This policy considers where there is:

1. Disagreement internally within the school as to the need for a referral;
2. Disagreement about Children's Services' decision with regards to a referral;
3. Concerns about the progress of a Child in Need/Child Protection Plan;
4. Disagreement about the need to put into place a Child Protection Plan at Case Conference or to remove a child from a plan.

4.1. Disagreement internally within the school as to the need for a referral

In situations where the Designated Safeguarding Lead **does not** believe a referral to Children's Services (in Liverpool Careline) is appropriate and this decision **is questioned** by a member of staff, then Children's Services **should always** be contacted and the information/concerns shared.

¹ - Local Safeguarding Children's Board



Liverpool:	Careline:	0151 233 3700	https://liverpoolscb.org.uk
	Early Help Hub:	0151 233 3637	
Sefton:	MASH ²	0151 934 4013/4481	https://seftonlscb.org.uk
Knowsley:	MASH	0151 443 2600	https://knowsleyscb.org.uk

It is important to remember Keeping Children Safe in Education (DFE 2016) makes it clear that any member of staff can make a referral to Children's Services.

4.2. Disagreement about Children's Services' decision with regards to a referral

A section 17 (CiN³) or section 47 (CP⁴) referral has not been accepted by Children's Services; you disagree with the decision that it does not meet Level 4 of the LSCB Level of Needs Framework. **You are responsible for escalating your concerns.**

Ensure that:

- You completed the on-line MARF⁵, the required 'written submission' to support your initial telephone contact.
- The form provides considerable holistic information that will provide a greater context to your referral and will enable Children's Services to have all the information they need to make an informed judgement as to whether it meets the 'threshold'. This is particularly important if there are historic concerns related to the family. Are there any other agencies/schools that support your concerns/referral?
- When summarising your concerns always provide a chronology of key events. Draw upon the LSCB⁶ Levels of Need Framework matching and evidencing your written concerns to the criteria. Draw upon the statutory definitions of section 17 (CiN) or section 47 (CP) assessments.

Take the following steps when escalating your concerns to Liverpool Children's Services:

1. Speak to the social worker who has made the decision.
2. If there is no agreement speak to a Social Worker's Team Leader.
3. If there is no agreement put your concerns in writing to the Service Manager:
In Liverpool
 - a. mike.evans@liverpooldirectlimited.co.uk
 - b. tel: 0151 225 2045
4. Seek advice from phil.cooper@si.liverpool.gov.uk
5. If you believe a child is at risk because of a Social Workers decision, you should escalate your concerns further to the Line Manager of Careline/MASH in Children's Services, then to the Assistant Director of Children's Services and if needed to the Director of Children's Services

You should always be told the outcome of a referral and receive an explanation as to why a referral is not being accepted.

If dealing in Sefton, Knowsley or another Local Authority, then the same escalation steps should be followed; however, the contact numbers and emails will differ. Mr. M. Garside (DSL) or Mrs. E. Grundy (DDSL) will provide help and advice in these situations.

² MASH – Multi-Agency Safeguarding Hub

³ CiN – Child in Need

⁴ CP – Child Protection

⁵ MARF – Multi-Agency Referral Form

⁶ LSCB – Local Safeguarding Children's Board

4.3. Concerns about the progress of a Child in Need/Child Protection Plan

You may have significant concerns about a child subject to a 'Child Protection Plan' or 'Child in Need Plan,' believing that there is no progress with the case or it has deteriorated significantly. You may feel the child should be moved from Child in Need to Child Protection, or additional services and interventions are required or even that the child should be removed from the home.

1. Share your concerns verbally and in writing with the social worker – make sure that your professional opinion is minuted; for example, in a CiN meeting, CP Core Group or via email.
2. Seek advice from your **Consultant Social Worker**, 0151 233 3637.
3. You should also escalate your concerns when you feel you are 'not being heard' or when you disagree with the decisions made. Invite the social worker to bring forward the next Core Group Meeting. For a CP case, forward your concerns to the Independent Reviewing Officer at the Safeguarding Unit.
4. Escalate your concerns to the Social Worker's Team Leader and seek advice from phil.cooper@si.liverpool.gov.uk
5. Escalate your concerns to the Service Manager, their line manager, Assistant Director and Director of Children's Services. Whilst it is important to share your concerns at Core Group Meetings and Case Conferences, in all cases, **do not delay sharing** your concerns.

4.4. Disagreement about the need to put into place a Child Protection Plan at Case Conference or to remove a child from a plan

Ensure your concerns are captured in the minutes. Ask for a clarification of the reasons underpinning the decision, ensuring that they reference the LSCB's Thresholds of Needs. If you still disagree with the decision write to the Independent Chair detailing your concerns. You should escalate your concerns beyond the Independent Chair if your concerns remain unresolved and you believe the child is at risk of significant harm. Agencies have a responsibility to consider Care Proceedings to remove a child from the home when there is insufficient progress towards Child Protection plan targets and a child remains at risk.

5. Recording Inter-Agency Conflict and Resolution

For all of the four 'Types of Disagreement' cited in section 4, the disagreement should be escalated internally at first and then externally if no resolution can be found as detailed below:

5.1. Stage 2: Internal Escalation

When a

When a member of staff disagrees with an external agency's decision, this matter should be escalated internally to the DSL⁷ or a DDSL⁸. The SSLT will discuss the disagreement before making a decision regarding actions that need to be taken. Any actions and escalation will be documented within the 'Leadership Supervision' minutes. Details must be recorded on a child's safeguarding file.

5.2. Stage 3 and 4: External Escalation

If there is still a disagreement, then this will be escalated externally to the appropriate LSCB using **Appendix ii (Report to LSCB: Multi-Agency Resolution Levels 3 and 4)**

6. Agency Summary Log

The DSL will keep a summary list of those cases that are escalated to a LSCB, with a brief note of the concern and the outcome, *see Appendix iii*.

⁷ - Designated Safeguarding Lead

⁸ - Deputy Designated Safeguarding Lead

Appendix i – Liverpool LSCB Escalation Procedure and Resolution Process

When any professional considers a child is at **immediate risk of significant harm** then the individual must ensure their concerns are escalated on the same working day using the school's established child protection procedures.

- At all stages, actions and decisions must be shared in a timely manner with relevant personnel who are directly involved with the child or young person.
- Where staff escalate a matter of concern internally to a member of the DSL regarding a disagreement with an external agency, details of escalation **must be** recorded on a child's case records.
- In order to ensure oversight, a summary log of cases escalated to the Safeguarding Leadership Team will be retained.
- Where matters are escalated to Stage 3 or 4, a report must be completed and sent to the appropriate LSCB Administrator (Appendix ii): Report to Multi-Agency Resolution Levels 3 and 4.

Timescale

Stage 1

When a professional disagrees with a decision or response from any agency regarding determining the levels of need for a child, roles and responsibilities, and the need for action and communication regarding a safeguarding issue, initial attempts should be made between the workers to resolve the issue.

Stage 1

On the day of the disagreement

*If the issue remains unresolved the respective professionals **must** refer the disagreement to the Designated Safeguarding Lead, who has the responsibility for Safeguarding.*

Stage 2

The DSL (in their absence DDSL) should discuss the concern/response with a counterpart in the other agency.

Stage 2 and 3

Within one working week

(Same day where DSL considers a child to be at immediate risk of significant harm)

Where the DSL (or DDSL), having reviewed Levels of Needs Guidance, still consider a child to be at immediate risk of significant harm, appropriate escalation to Children's Service's Strategic Leads should be made.

Stage 3

If DSL (or DDSL) is unable to resolve matters escalated, they should refer matters unresolved to their LSCB representative, who should endeavour to resolve matters.

If still unresolved, a meeting must be convened between LSCB agency rep together with a partner rep who will mediate.

LSCB Outcome Reporting Proforma (Multi-Agency Conflicts Resolved at Stages 3 and 4 **must** be completed and emailed to

jacqui.taylor@liverpool.gcsx.gov.uk

Stage 4

LSCB Business Manager refers unresolved matters to the Chair of LSCB for resolution.
LSCB Executive Group to receive notice of matters escalated to Level 3/4.

Stage 4

Same day Conflict Resolution



(Multi Agency Conflicts resolved at Stages 3 and 4 must be shared with LSCB)

Date received by LSCB Business Manager:	Date:
Outcome / Issues notified to LSCB Executive Group:	Date:



Appendix iii –Summary: Multi-Agency Resolution Levels 3 and 4

AGENCY: Longmoor Community Primary School					
Name of Child	DOB	Which LSCB?	Date of Escalated & by whom?	Concerns	Outcomes of Escalation