Role of the Designated Safeguarding Lead

Post Course Handout

By the end of the training, learners will have:

1. Outlined the role of the Designated Safeguarding Lead
2. Overview of relevant government legislation and local guidance including child protection processes and statutory guidance
3. Trends in safeguarding and supporting practitioners with challenges which arise
4. Inter-agency working including making referrals and challenges of information sharing
5. Developing skills around record keeping
6. Exploration of safeguarding in the context of risk management
7. Responding to allegations
8. Developing an understand of the impact of own values on role and duty of care to self an others

Lots To Take In So Suggest You Make An Action Plan

What is Safeguarding?

For Children

Safeguarding is the action that is taken to promote the welfare of children and protect them from harm.

Source: NSPCC

For Adults

Safeguarding means protecting an adult's right to live in safety, free from abuse and neglect.

It is about working together to support adults to make decisions about the risks they face in their own lives and protecting those who lack the mental capacity to make these decisions.

Source: Care Act 2014

The Role of the Designated Safeguarding Lead (DSL) (Children)

The role of the Designated Safeguarding Person was specified in the Children Act 2004 and ensured the every organisation had a “named person” for safeguarding children and young people.

Prior to that, the role had frequently been known as the Child Protection Officer.

Source: www.safeguardinginschools.co.uk

This Role May Be Known By Other Names

Concerns Manager

Designated Safeguarding Adviser

Safeguarding Manager

Remember…

Whatever the title of the role

Whatever the name of the person

Wherever you work

There should be a clear role in your organisation responsible for strategic and day to day leadership on safeguarding matters.

Your Governance …

Think about how you are governed.

For example, if you are a charity you should have a Trustee with responsibility for safeguarding (for more information see the Charity Commission's website).

It would be good practice for a company to have one Director who specialises in this area.

Responsibility of Charities

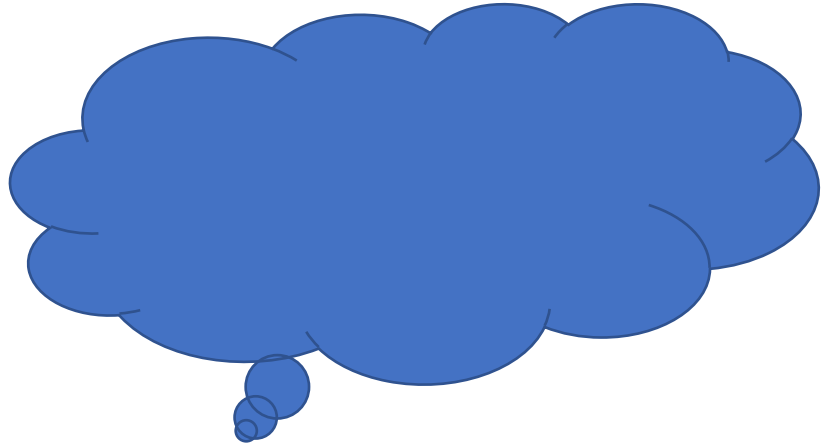
- Protecting people and safeguarding responsibilities should be a governance priority for all charities. It is a fundamental part of operating as a charity for the public benefit.
- As part of fulfilling your trustee duties, you must take reasonable steps to protect from harm people who come into contact with your charity.
- The Charity Commission will hold trustees to account if things go wrong.

Some Responsibilities
A Designated Safeguarding Lead (DSL) Might Have

- Advice and support for staff and volunteers
- Training staff
- They do NOT have sole responsibility for safeguarding
- Direct work with your service users
- Policy reviews
- Assessment of practice in the organisation
- Ensuring data is handled in line with relevant legislation and policy
- Report writing
- Safeguarding audits (West Yorkshire Organisational Safeguarding Assessment)

The Role of the DSL Varies Between Organisations

Depending on the size of the organisation, the mix of volunteers and paid staff (if there are any), the DSL may have different duties.



Take a moment to reflect

- What does the DSL do in your organisation?
- Is their role clear to everyone?
- Is there anything you need to check out as a result of this discussion?

What Tools Are There to Help The DSL?

See the handout

Enfield Safeguarding Children Partnership

What is the Safeguarding Children Partnership?

The Enfield Safeguarding Children partnership is formed of the local authority, NHS Integrated Care Board and the police.

View the Enfield Safeguarding Children Partnership Arrangements (PDF, 12775.17 KB).

At Enfield, we currently have an Independent Chair, Nicky Pace, who is also our Independent Scrutineer. The chairing arrangements will be transitioning to our safeguarding partners in line with the requirements of Working Together 2023.

A Key Tool is The Law And Publications …

How many laws and key publications can you list?

Have a go!

Children Act 1989

Section 17

Places a duty on local authorities to safeguard and promote the welfare of children in their area who are in need.

Section 47

Places a duty on local authorities to make enquiries where there is reasonable cause to suspect that a child is suffering, or likely to suffer, significant harm. There is a duty on any other local authority, including LEAs, to help that authority with its enquiries. Where a child is in need of immediate protection appropriate emergency action will be taken.

Children Act 1989

Child in Need

Is defined as a child Who is unlikely to achieve or maintain, or to have the opportunity of achieving or maintaining, a reasonable standard of health or development

Significant Harm

Is defined as the impairment of physical or mental health (including that suffered from seeing or hearing another person suffer ill treatment). The impairment of physical intellectual, emotional, social or behavioural development (including that suffered from seeing or hearing another person suffer ill treatment)

Children Act 2004

Duty on all agencies to make arrangements to safeguard and promote the welfare of children.

Shared responsibility and need for effective joint working between agencies and professionals.

Clear lines of accountability.

NOTE this was updated in December 2023. Make sure you have the most up to date version!! Jill's website blog tries to keep track of updates of legislation etc.

The Care Act 2014

Represents the most significant reform of care and support in more than 60 years, putting people and their carers in control of their care and support.

The Act combines various existing pieces of legislation which previously shaped how social care was arranged in Britain.

Importantly, the Care Act also changed many aspects of how support is arranged and aims to give greater control and influence to those in need of support.

You need to have an awareness of adult safeguarding as you may have parents who are themselves adults at risk.

Adults at Risk

The 2014 Care Act has replaced previous guidance ('No Secrets', 2000) and the term 'vulnerable adult' is no longer used.

The safeguarding duties set out in the Care Act apply to any adult who:

Has needs for care and support

(whether or not the local authority is meeting any of those needs)

and

Is experiencing or is at risk of abuse or neglect

and

As a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

Safeguarding Adults Board

What is the Safeguarding Adults Board?

The local safeguarding arrangements have been developed through the strong leadership of the Safeguarding Adults Board (SAB). The board is a multi-agency partnership concerned with the safeguarding of adults who are at risk in Enfield. This includes responding to concerns and reports about abuse and developing prevention strategies. The Care Act 2014 has placed SAB on a statutory footing.

SAB has 3 core duties which the Care Act 2014 sets out. These include developing and publishing an annual strategic plan, publishing an annual report which sets out what we have achieved, and commissioning a Safeguarding Adults Review where serious abuse or death has occurred and to ensure lessons learnt.

The SAB has a strategy, which sets out how we will work together to prevent abuse and ensure a robust response when abuse does occur. The strategy will be reviewed annually and has an action plan monitored at each board meeting.

For more information, visit MyLife – Safeguarding Adults Board.

Remember

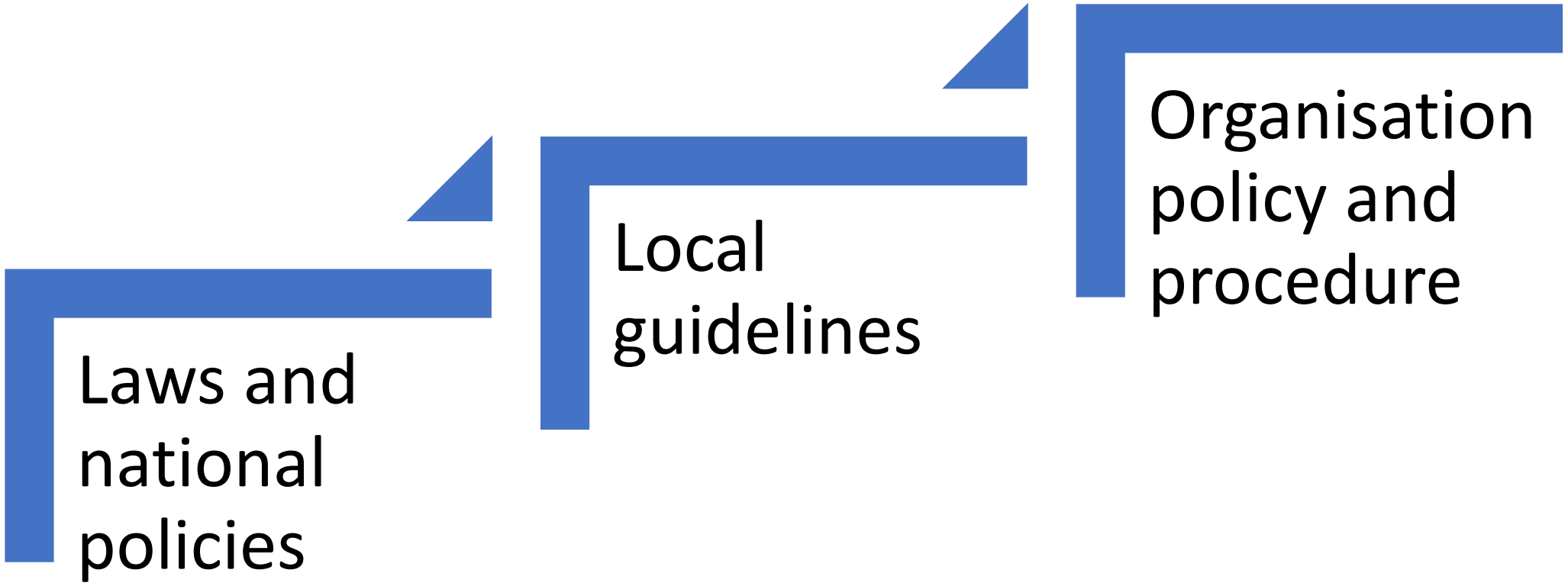
Alongside safeguarding legislation you will need to be aware of other legislation – some examples include:

Equality Act 2010

Health and Safety at Work Act 1974

Human Rights Act 1998

So how does this work in your Organisation



Keeping Up To Date Will Help You To Be Aware Of Trends In Safeguarding

Research in Practice Report January 2015

Initial contacts to social care have increased by 8%

Number of Children in Need and Child Protection plans has decreased slightly

https://www.researchinpractice.org.uk/children/news-views/2025/january/latest-research-shows-changes-in-safeguarding-pressures/#:~:text=The%20research%20showed%20other%20notable,cost%2Dof%2Dliving%20crisis

Research in Practice Report January 2025
Key Themes

Key Themes

- Ongoing Impact of COVID 19
- Housing concerns
- Health challenges
- Poverty
- Pressures on the SEND system
- Growing numbers of unaccompanied asylum-seeking children (UCAS)
- Double in number of early help assessments for child sexual exploitation, trafficking and gangs
- significant increase in safeguarding activity as a result of children's online activit

Child Safeguarding Practice Review Panel

Annual report for year 2024 – 2025

Three themes …

1. Safeguarding children with mental health needs
2. Safeguarding pre-school children with parents with mental health needs
3. Extra familial harm

https://assets.publishing.service.gov.uk/media/67c97b1dd0fba2f1334cf300/Child_Safeguarding_Practice_Review_Panel_annual_report_2023_to_2024.pdf

Enfield Safeguarding Children Partnership

Current Business Plan Priorities	What the ESCP want to achieve
Priority 1: **Child-on-child abuse**	Children and young people are safe from harm from their peers virtually, at school and in the local community.
Priority 2: **Physical abuse**	Children and young people to be protected from all forms of physical abuse. Practitioners to understand the priorities in preventing physical abuse and can use their skills to identify, respond and protect against concerns.
Priority 3: **Anti-racist practice**	Effective partnership working to ensure that all children and young people in Enfield receive fair and equal protection and services irrespective of their race or cultural heritage. That all children and young people in Enfield receive the same opportunities to thrive and succeed.

Organisational Safeguarding Is Developed From….

Relevant legislation	Ensure a consistent and uniform approach Number of different pieces of legislation – you need to be aware of what impacts your work and your responsibilities Remember the legislation may vary by country
Government strategies	For example – the Prevent Strategy
Local guidelines	These explain local arrangements Usually national guidance adapted to work locally Role of local safeguarding boards
Organisational policies and procedures	Consistent and uniform approach by all staff working for – or on behalf of – an organisation Everyone needs to know what to do if a someone is at risk of abuse

In Your Organisation …

Do you have a Safeguarding Policy which staff have read and signed?

How often is it reviewed?

Do staff and volunteers know what to do if they are worried?

How do your staff and volunteers receive safeguarding training?

How do you keep staff and volunteers up to date?

How do you plan for the trends we have discussed?

The DSL Would Usually Support With Referrals

How do you decide when a case needs to be referred to children's social care?

What happens in your organisation?

Who does the referral?

What make a good referral?

Report your concerns

Please see resources below to help you to navigate how to report a concern that you may have about a child, young person or adult.

Making a safeguarding referral

How to complete a safeguarding referral.

Read more

Referral to LADO

If you're concerned about a professional or volunteer.

Read more

Child death

How to notify if there has been a child death.

Read more

Refer or Not?

Charity providing care to young people faced this situation:

Young person with additional needs aged 15.

Known to have seizures.

Safe at home alone for limited times.

Mum late from work (30 mins).

Young person agitated and found walking down the middle of the road.

Calmed and reassured by carer.

Refer or Not?

Day nursery caring for a child aged 3

Mum and Dad have recently separated.

Child recently seems a bit more quite and anxious than usual.

Dad arrives to pick up child one day and gets quite upset – he says that last time he took the child back to mums she was very aggressive and physically attacked him.

If Social Care Won't Take Up The Referral, What Would You Do?

Make sure you have given all the information – ask someone to check your referral

Ask for an explanation

Check the Threshold Guidance

ttps://enfield.proceduresonline.com/files/ch_thresh_guidance.pdf

Which other services can you refer to?

When Someone Does Not Meet The Threshold For Social Care Intervention – Role of Early Help

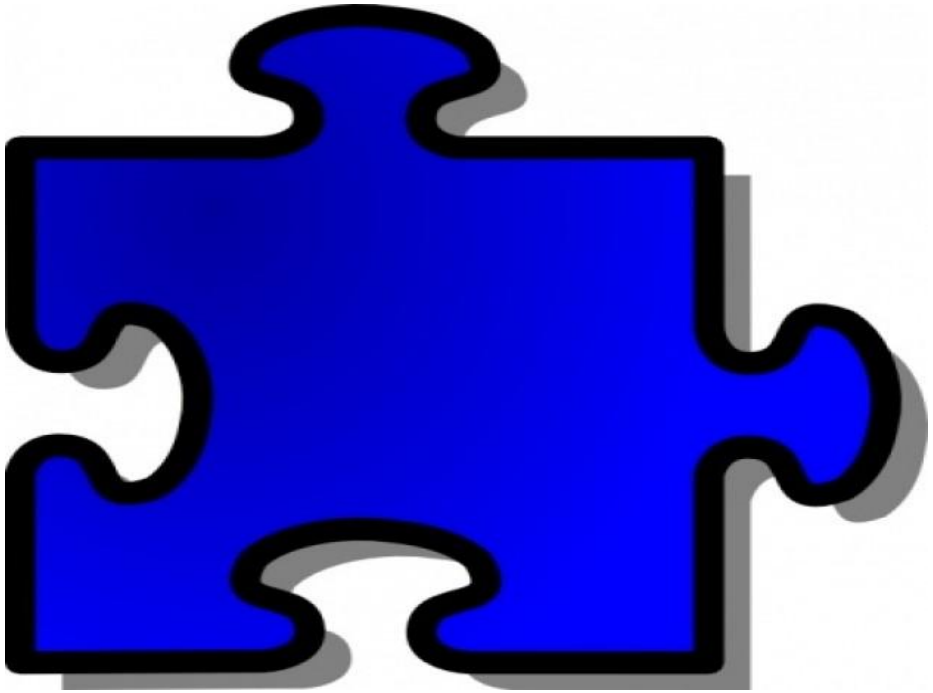
Enfield Early Help work with the whole family to improve wellbeing, relationships, behaviour and communication by offering advice, support and direct interventions at any point in a child or young person's life, from pre-birth to adulthood. The type of support offered will depend on the needs of the family. The Enfield Early Help Hub has services that support children young people and families.

To make a referral:

https://eh.childrensportal.enfield.gov.uk/web/portal/pages/ehmref#h1

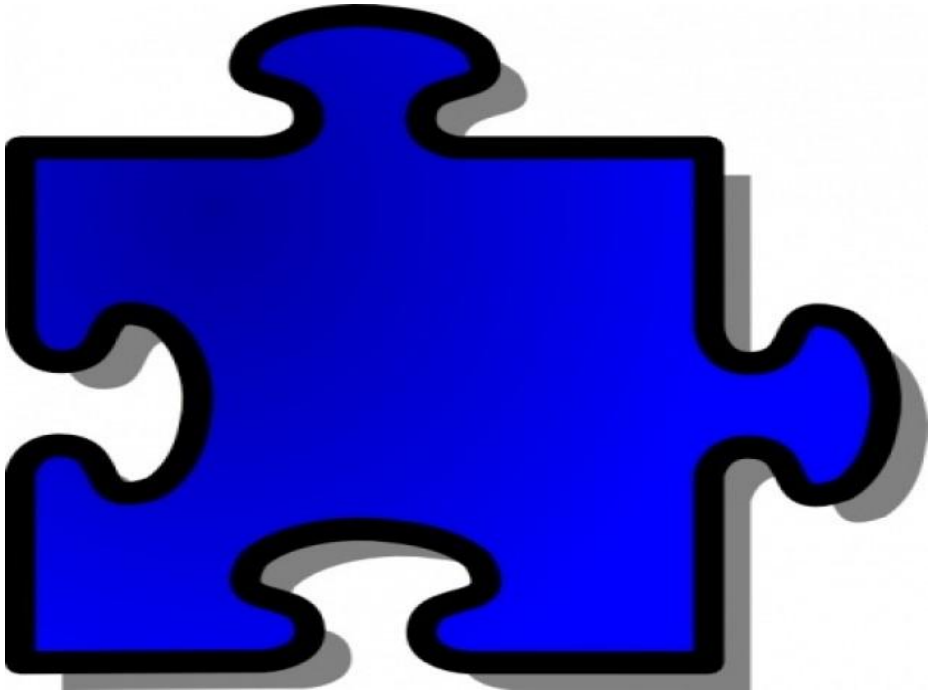
0208 379 2002

You are not alone….



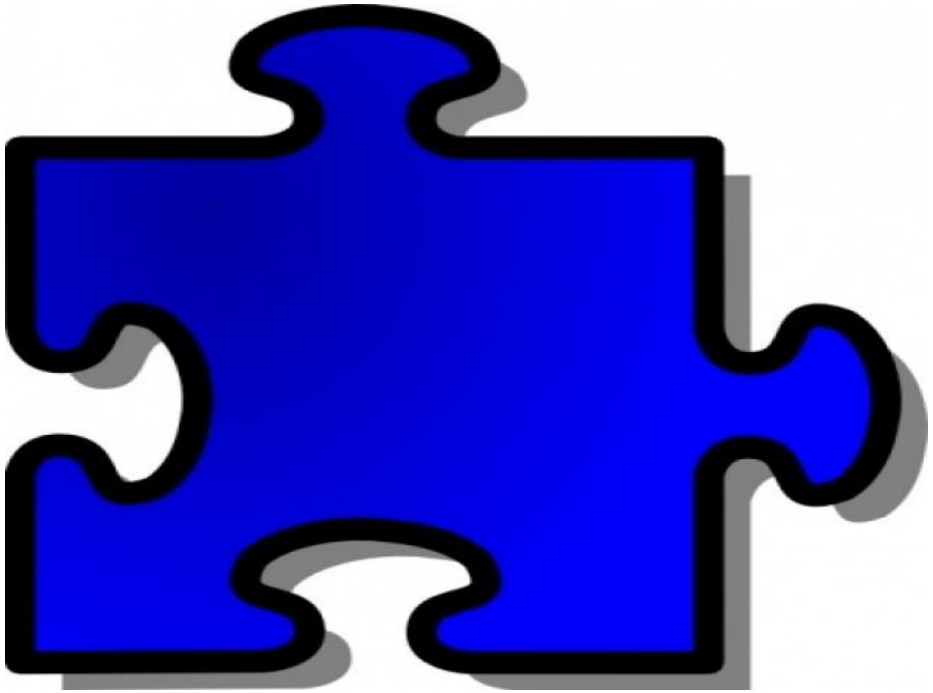
List all the agencies who might be involved with a child who you care for…
Consider any differences in the list for children of different ages.

You are not alone….



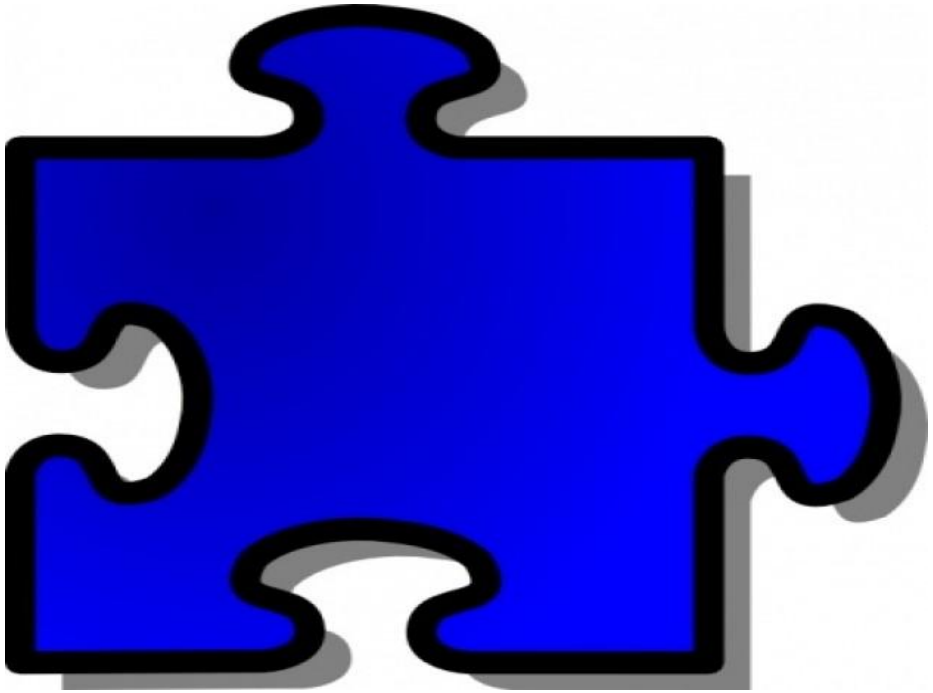
What are some of the challenges of multi agency working?

You are not alone….



What can you do to overcome these?

Information sharing….



What would you share about a child with:
Local Early Help Team
Children's Social Care School

Multi Agency Working Reminder

It is vital that information is shared in an appropriate and timely fashion.

Often, it is only when information from a number of sources has been shared and is then put together, that it becomes clear that a child has suffered, or is likely to suffer, significant harm.

Practitioners should be proactive in sharing information, as early as possible to help identify, assess and respond to risks or concerns about the safety and welfare of children.

This includes when problems first emerge, or where a child is already known to local authority children's social care.

Source - Cumbria Children's Safeguarding Board

There were example of excellent information sharing in this case. For example, Child N's nursery were prompt, appropriate and accurate in sharing information with CSC.	Child N Calderdale SCB 14.05.2021
There were also instances when multi agency communications and information was poor … one example being that the outcome of the single agency assessment was not share with the FNP practitioner – who also did not seek information about the outcome.	Child N Calderdale SCB 14.05.2021
(About children moving) Where a change of address also involved a change of local authority area this can be particularly challenging for agencies to keep track of families but can also be a time of increase risk for children as they can become 'invisible'.	Child N Calderdale SCB 14.05.2021

Information Sharing

The Data Protection Act enables the lawful sharing of information.

There should be a local agreement or protocol in place, setting out the processes and principles for sharing information between organisations.

An individual employee cannot give a personal assurance of confidentiality.

Never let Data Protection stand in the way of safeguarding.

Lots of advice from the Information Commissioners Office https://ico.org.uk/.

New Guidance - September 2023

The Information Commissioners Office have confirmed that GDPR should not stand in the way of safeguarding.

There is some great information and a really good video at

https://ico.org.uk/for-organisations/uk-gdpr-guidance-and-resources/data-sharing/a-10-step-guide-to-sharing-information-to-safeguard-children/

Although this focusses on children, and we await more information about adults, the principle will be the same for children and adults.

Information Sharing Protocols

https://safeguarding.je/wp-content/uploads/2022/12/Information-Sharing-Protocol-2019.pdf

https://www.schools.norfolk.gov.uk/article/67989/Information-Sharing-and-Confidentiality

How Do We Get Parents Or Adults To Give Consent?

- Start at the beginning, make sure anyone accessing your services, or sending children to an activity, are aware of your Safeguarding Policy and duty to pass concerns on
- Remember that if someone makes a disclosure to you, that you are clear you may have disclose the information
- You can then refer back to this if you need to impart the information
- Explain carefully what you are going to do, who you need to share information with and how you will feedback
- Keep channels of communication open
- Always remember safeguarding is more important than keeping the relationship going

Record Keeping

The Five Ws …

Who was involved

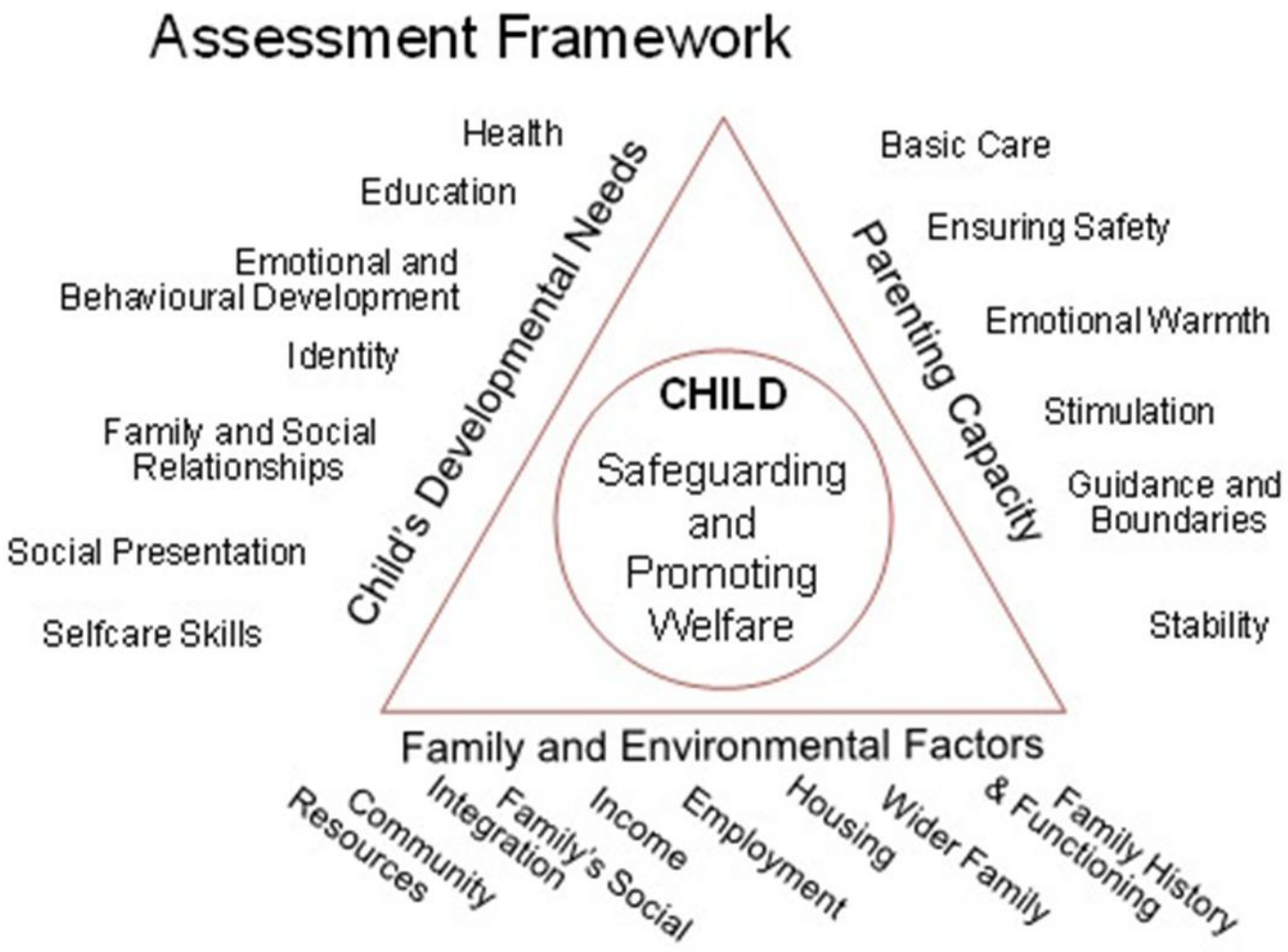
What happened

When did it happen

Where did it happen

What did you do next (refer or…)

Useful took


Assessment Framework
Health
Education
Emotional and Behavioural Development
Identity
Family and Social Relationships
Social Presentation
Selfcare Skills
Child's Developmental Needs
Basic Care
Ensuring Safety
Emotional Warmth
Stimulation
Guidance and Boundaries
Stability
Parenting Capacity
CHILD
Safeguarding and Promoting Welfare
Family and Environmental Factors
Community Resources
Family's Social Integration
Income
Employment
Housing
Wider Family
Family History & Functioning

What makes a good assessment?
From Working Together …

Good quality assessments are:

- Child-centred
- Focused on action and outcomes for children
- Holistic in approach, addressing the child's needs within their family and any risks the child faces from within the wider community
- Ensure equality of opportunity
- Involve children, ensuring that their voice is heard
- Involve families
- Identify risks to the safety and welfare of children
- Build on strengths as well as identifying difficulties
- Integrated in approach
- Multi-agency and multi-disciplinary
- A continuing process, not an event
- Lead to action, including the provision of services
- Review services provided on an ongoing basis
- Transparent and open to challenge

Managing Allegations – Reminder

All organisations that provide services for children, or provide staff or volunteers to work with or care for children, should operate a procedure for handling allegations of abuse that is consistent with national and local guidance.

The same applies for those organisations who work with adults at risk.

Your policy should outline how you manage allegations including the duty to inform the Local Authority Designated Officer (LADO) – see the screen shot on the following slide.

Depending on the outcome of the allegation you may also have a duty to refer to DBS.

Report your concerns

Please see resources below to help you to navigate how to report a concern that you may have about a child, young person or adult.

Making a safeguarding referral

How to complete a safeguarding referral.

Read more

Referral to LADO

If you're concerned about a professional or volunteer.

Read more

Child death

How to notify if there has been a child death.

Read more

Managing Allegations – Working Together

An allegation may relate to a person who works with children who has:

- behaved in a way that has harmed a child, or may have harmed a child
- possibly committed a criminal offence against or related to a child
- behaved towards a child or children in a way that indicates they may pose a risk of harm to children

This means you should contact the LADO if concerns arise about someone's behaviour which could affect their suitability to work with children.

The same principles are followed for adults at risk by the PIPOT.

Disqualification Under the Childcare Act 2006

The childcare disqualification arrangements are contained in the Children Act 2006 and the Childcare (Disqualification) Regulations 2018.

They automatically disqualify a person from providing, or working in, childcare at the point they are convicted of or cautioned for specified offences or where they meet other disqualification criteria set out in the regulations.

Disqualification by Association

What does disqualification 'by association' mean?

Until recently, the disqualification extended to immediate family members too.

Anyone living at the same address as the person who was disqualified was banned too, known as disqualified by association.

This means someone could be barred from certain types of work because of the crimes of her husband, adult child or sibling.

Disqualification by Association

There has been some confusion about this as the groups of people covered by this ruling has changed but it DOES apply to childminders and foster carers amongst other groups.

They are impacted because they are working from home.

For more information visit:
https://www.gov.uk/government/publications/disqualification-under-the-childcare-act-2006/disqualification-under-the-childcare-act-2006

As with all safeguarding encourage staff to speak out if they are not sure!

So, If An Allegation Is Made, What Should You Do As DSL?

- Be prepared make sure all staff are aware of the policy about managing allegations and the need to refer concerns on

- Work hard to create a culture where people can speak to you and say … ’I am not sure but…’

- If an allegation is made, follow your procedure carefully and take immediate advice from the LADO

- You will need to manage the situation with the staff involved as well as other staff carefully

Managing Allegations is a Three Part Process

Safer Recruitment

Again, this is the subject of a whole separate training, at least one person in any organisation should undertake Safer Recruitment training.

A quick reminder:

- Safer recruitment is more than just a DBS check
- Safer recruitment should be in place for all posts where there is work with children or adults at risk
- You should take a proportionate approach
- Role descriptors, an induction and a review can save a lot of problems later

In All This ……
Do Not Lose The Voice Of The Service User

Listen to service users

Make sure you take concerns seriously

Make it clear what you will do if a concern is raised

If it is not a safeguarding issue, still take what has been said seriously

From Some Recent Case Reviews

From the review of the death of Arthur and Star

(The family) contacted every agency they could think of, children's social care, school, police and several others. But their voice was not heard.

From a review of Jimmy Saville involvement at Leeds General Infirmary

After surgery, (the victim) told his friends about his experience but felt he was not believed. He did not report the incident to any staff.

Y tried to tell his mother what had happened but felt she did not believe him. There was no further action taken.

A Bit About You …

Draw a picture of you…it can be a stick figure

List some things you are good at which help you to manage safeguarding

And so to End...

Summary

Your Action Plan – Share one thing you will do

Any Questions?

Further Thoughts?

We need your feedback!!!

Thank You!

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