



Bexley S.H.I.E.L.D.  
Safeguarding Partnership for Children and Young People

## **Bexley S.H.I.E.L.D. Serious Child Safeguarding Incident Procedures**

### **Notifying Bexley S.H.I.E.L.D.**

In the first instance, staff in partner agencies must follow their own internal procedures for notifying of a serious incident. (Bexley Children's Services procedures are available [here](#).)

In addition, they must also notify Bexley S.H.I.E.L.D. where:

1. a child has died (including cases of suspected suicide), and abuse or neglect is known or suspected;
2. a child has been seriously harmed and abuse or neglect is known or suspected;
3. a child has been involved in serious incident, which although may not meet the strict criteria for 'serious harm', there is potential learning for multi-agency practice.

**Depending on whether the criteria for a 'serious incident' is met, a [multi-agency serious incident notification form](#) or a [referral for a partnership review or multi-agency audit](#) must be completed within five working days of becoming aware of an incident.**

Any member of staff may make a notification to Bexley S.H.I.E.L.D. regarding a serious incident, however, it is advisable to discuss this first with your line manager and the safeguarding lead in your organisation. Further information is contained in Bexley S.H.I.E.L.D.'s [Serious Incident procedures](#).

**If you would like to discuss a case with the Safeguarding Partnership Operations Team please email [shield@bexley.gov.uk](mailto:shield@bexley.gov.uk) or telephone 020 3045 4320.**

### **What is meant by serious harm?**

Serious harm includes (but is not limited to) serious and/or long-term impairment of a child's mental health or intellectual, emotional, social or behavioural development. It should also cover impairment of physical health. (Child perpetrators may also be the subject of a review, if the definition of 'serious child safeguarding case' is met.) Further information on what constitutes a 'serious incident' and 'serious harm' are set out in sections 1.1 and 1.2 of S.H.I.E.L.D.'s [Serious Incident procedures](#).

### **Notifying the National Panel**

The local authority also has a duty to report any incident that meets the criteria to the National Child Safeguarding Practice Review Panel **within five working days** of becoming aware that the incident has occurred. Further information including how to notify the National Panel is set out in section 1.5 of of S.H.I.E.L.D.'s [Serious Incident procedures](#).