

Lincolnshire Children's Services and Lincolnshire Police Protocol on Managing Domestic Abuse Notifications & Referrals where Children are involved/resident in the Household

1. Purpose

To lay out the procedure for informing Lincolnshire Children's Services of any domestic abuse incidents that come to the attention of Lincolnshire Police that concern children.

The aim is to increase the effectiveness of passing information concerning incidents of domestic abuse distinguishing

- a) Referrals that need an immediate response by Children's Services
- b) Notification of incidents which will be taken as information only by Children's Services until there are 3 such notifications in a rolling year or there are other referrals
- c) Requests for further information from Children's Services i.e. copies of DASH forms

2. Safeguarding Responsibilities

Safeguarding of children and/or vulnerable adults should be at the forefront of the mind of all officers and staff. When responding to domestic violence or abuse incidents, Lincolnshire Police Officers must complete the P548 NPCC DASH form to the fullest. This assesses the risk to the adult victim (aged 16 or over) in the situation but does not specifically determine the risk to children.

The Police Force Control Room (FCR) must ensure that all incidents of domestic abuse are correctly closed using appropriate codes (DA-S, DA-M, DA-H).

In general factors which should raise concerns about the safety and welfare of children when Police attend domestic abuse incidents include:

- An alleged victim is a child her/himself
- The children have witnessed or have been distressed through hearing incidents of domestic abuse
- When a child is used as a shield
- When a child is injured
- When a child has called the police
- When a case is referred to MARAC and children are a member of the household
- Where the officer's professional judgement is that there are other risks of significant harm to a child

In any case where emergency protection is required, the attending officer will take appropriate action.

The police officer should advise parent/carer verbally as early as possible that the information from the DASH will be shared with other agencies – there is a reminder of this on the P548 NPCC DASH form.

IN ALL CASES REMEMBER: Live CPR checks are available for all officers regardless of the DASH risk outcome if they have a concern for the child and require further information to inform their decision making process. They are not compulsory but if completed should be done so at the scene by the attending officer.

3. Outline of Processes Agreed between the Agencies

3.1. General Guidance for Police Officers to refer Children where there is Domestic Abuse

The Attending Officer can make a referral to Lincolnshire Children's Services on any case regardless of risk if they have specific concerns about the safety or welfare of a child. This should be done via the Stop Abuse form available on the Force Intranet.

Officers are made aware that there is one point of referral in Lincolnshire and that is Customer Service Centre (CSC). The PPU-CRU will manage all referrals through the Stop Abuse process to Lincolnshire Children's Services regardless of risk.

Should any officer take immediate safeguarding action for a child at a high risk domestic abuse incident they should follow the PPO Procedure with Inspector authorisation, and during working hours contact PPU-CRU for support 01522 947590 and out of working hours Emergency Duty Team (EDT) on 01522 782333.

3.2. Police Referrals from PPU-CRU to Lincolnshire Children's Services Customer Service Centre (CSC)

PPU-CRU will use the agreed referral form to process all referrals with Lincolnshire Children's Services CSC.

A copy of the latest DASH will be provided with all referrals from PPU-CRU to CSC on domestic abuse incidents which have been assessed as high risk of serious harm.

A copy of the latest DASH will be provided on all referrals from PPU-CRU to CSC on domestic abuse incidents which are assessed as standard or medium risk in cases where the officer who attended the incident has assessed there is a concern about a child using the force's Stop Abuse form.

The majority of these DASH forms will be frontline response officers who complete these with the identified victim at the scene / attending the station etc.

3.3. Domestic Abuse Notifications from Lincolnshire Police to Children's Services

Standard and Medium Risk DA Incidents

In incidents of standard and medium risk where Lincolnshire Police have no specific concerns for the safety or welfare of a child, information will be shared with Lincolnshire Children's Services via PPU-CRU direct to Lincolnshire's Children's Services electronically on secure email to BS_CPRUAdmin@lincolnshire.gcsx.gov.uk within 72 hours of the incident (noting bank holiday weekends and CRU cover)

The information contained on the spreadsheet for standard risk incidents consists of:

- Date of incident
- Incident number
- Home address and location of incident if different
- Who is the victim
- Name and dob of all members of the household
- If the child was seen/present at the incident
- Whether the incident was physical or verbal

15.08.16

- Whether any parties involved are pregnant

PROCESS FOR STANDARD AND MEDIUM SPREADSHEETS BEING PRODUCED AND SENT TO CHILDREN'S SERVICES ELECTRONICALLY

- Performance department via business objects will run a report from NPSIS C&C at 0800 hours on a daily basis (Mon-Fri) covering the previous 24 hours. On a Monday the weekend's incidents will be captured.
- The report/spreadsheet will be forwarded to PPU CRU group email PPU-CRU@lincs.pnn.police.uk to check details and populate 3 extra pieces of information (see below) before sending final report to Children's Services secure email address.
- PPU CRU will then send report to LCC Children's Services secure email address: BS_CPRUAdmin@lincolnshire.gcsx.gov.uk
- There is no additional requirement upon the PPU CRU / FCR to check validity or reliability of the information produced on the spreadsheet.
- PPU CRU will maintain an electronic folder with the reports in and copy of email sent.
- Any cases of concern or require discretion should be flagged to a Supervisor for advice (PPU)

PPU CRU Advice: The incidents on the spreadsheets (Standard / Medium) will be viewed and the following details for each incident added to it:

1. Pregnancy Y/N
2. Whether the children witnessed/were present
3. Verbal or physical incident

Please note; the force is currently working on a way to improve the way it obtains and provides this information electronically utilising NICHE, so this process is under review currently.

What do Lincolnshire Children's Services then do with this information?

Lincolnshire Children's Services will take the information as a domestic abuse contact. If there are 3 notifications in a rolling year the safeguarding unit will send the third notification through for action by the CSC screening manager, who will request the latest DASH from the Police Information Management Unit as per the Information Sharing Agreement (in cases where this has not already been provided by PPU CRU as per section 3.2 above). This will enable the CSC Screening Manager to ensure a referral is sent to the relevant area for a Social Care Assessment (SCA) to undertaken on all children in the household.

3.4 Requests for information from Lincolnshire Police when a social worker is undertaking a social care assessment (SCA)

Current practise is that when a social worker is completing a SCA they should gather information from all agencies including police. Police information is gathered, after consent is obtained from the Police Information Management Unit (IMU) utilising the agreed Information Sharing Agreement (ISA).

4. Other information

- Due to the DASH form being in two different systems currently in Lincolnshire Police, Lincolnshire Children's Services will receive the DASH in two different formats (cut and paste NSPIS, PDF from Mobile Data entries in NICHE). The force will move to the one model in NICHE but this is dependent on the project delivery timescales (anticipated 2017).
- The initial DASH provided by PPU-CRU from high risk DA incidents will be that completed generally by the initial response officer. The specialist DA Officers enhanced DASH completed with the victim at the secondary assessment stage, will be provided through the MARAC process. This sees a copy of the enhanced DASH available for all practitioners, including Children's Services who have secure access via MODUS. In cases where immediate safeguarding is required, the DA Officer or OIC will be working closely with Children's Services and information will be shared and documented accordingly.
- Historic DASH forms will not be provided by Lincolnshire Police. DASH is a dynamic risk identification, assessment and management process. Lincolnshire Children's Services will complete DASH forms to assess and continually assess current risk of serious harm to enable management of cases effectively.
- The Information Sharing Agreement (ISA) reflects that Lincolnshire Children's Services will ensure that the police provided DASH is saved confidentially and is not shared with any other agencies, third party, or for example the alleged perpetrator. The purpose of sharing the DASH in the circumstances outlined in this protocol is to inform the Social Care Assessment (SCA) and any subsequent safety plan put in place.

5. Responses from Children's Services to Notifications and Referrals from Lincolnshire Police

1. All notifications will be processed by administrative staff at Children's Services Safeguarding Unit. The notification will be added as a domestic abuse contact. There will be no further action undertaken by Children's Services unless there have been three or more notifications in a rolling year.
2. If there has been three or more medium or standard domestic abuse notifications in a rolling year the Safeguarding Unit will send the last contact through to the screening manager who will send the information to the team as a referral and an assessment will be completed by social care using a Multi-Agency approach.
3. Where a notification refers to a case that is open to any Children's Service's team, this information will be shared with the responsible key worker and team manager by the safeguarding Unit.
4. Children's Services will not notify Lincolnshire Police of the outcome of notifications unless it is converted to a referral and further intervention is required by Police
5. All referrals will be screened within 24 hours by the Children's Services Manager and actions determined within that timescale.
6. If the referral refers to a case that is open to any Children's services team this will be passed to the key worker and team manager.
7. The team manager or Practise supervisor may contact the PPU CRU for clarification of information and/or a strategy discussion



15.08.16

6. Senior Management Undertaking;

These new processes started within August 2016. The two agencies senior management will ensure;

- That all required parties to the Protocol have been briefed accordingly
- All required parties understand the processes they should use to share and request information securely in line with the update Information Sharing Agreement (ISA)
- The protocol will be reviewed between the two agencies every 6 months going forward.

7. Signatories to this Protocol:

Signed on behalf of Lincolnshire Police:	Signed on behalf of Lincolnshire Children's & Family Services:
	
Role: D/Superintendent, Head of PPU	Role: Director, Children's Services
Date: 4 October 2016	Date: 5 October 2016