

HORNDEAN SURGERY CHILDREN'S SAFEGUARDING POLICY
**(to be read alongside the suggested protocols and procedures from the RCGP
& NSCPP 2009)**

Written: 6/5/15
Review: May 16

Current clinical lead for Safeguarding: Dr Clare Matthews

- All staff must be aware of who the clinical lead for Safeguarding is and should take any concerns about child safety to the clinical lead.
- The clinical lead will keep a list of patients coded as:
 - Child at risk
 - Child on protection register/procedure
 - No longer subject to a protection plan
 - Child in need

This list will be updated and checked at least once every month.

- The clinical lead will convene a meeting once a month with the Midwife, practice nurse and Health Visitor to discuss the children coded as above and any other children or families that are of cause for concern.
- Information from this meeting will be disseminated at the monthly doctors and nurses meeting or verbally if it is urgent.
- The clinical lead will check the list of under 18s who have DNA'd for an appointment each month so if there are any other safeguarding concerns.
- All under 18's who miss a hospital appointment or who miss an appointment for an immunisation at the surgery will be sent a letter alerting them not to miss appointments and to rebook for immunisations.
- All children under the age of 16 seen for contraception should have a Fraser Guidelines Competence form completed and scanned on to their notes.