



Hounslow Safeguarding Children Board

Guidance for Notification of Serious Incidents and Serious Case Reviews [SCRs]

Requirement for local authorities to notify Ofsted

Under Local Authority Circular LAC(2007)25, local authorities are required to provide statutory notifications of incidents affecting children to Ofsted.

Local authorities should notify Ofsted of serious incidents involving children which:

- are serious enough that they may lead to a Serious Case Review, including where a child has sustained a potentially life-threatening injury through abuse or neglect, serious sexual abuse, or sustained serious and permanent impairment of health or development through abuse or neglect; or
- involve a child death and will automatically lead to a Serious Case Review (when a child dies (including death by suicide) and abuse or neglect is known or suspected to be a factor in the child's death); or
- should be brought to the attention of Ofsted and the Government because of concern about professional practice or implications for Government policy; or
- raise issues about a council's professional practice that may need to be considered further in the context of performance assessment; or
- have attracted or are likely to attract media attention.

Local authorities are also obliged to inform Ofsted of the death of a child looked after and of every case that becomes the subject of a serious case review. Ofsted passes the information from these serious incident notifications to the Department for Education. This notification can be done on line.

<http://www.ofsted.gov.uk/resources/notification-of-serious-childcare-incident>

Serious case review confirmed	Death or serious injury to a child where a child protection issue is likely to be of major public concern. (Working together to safeguard children, Chapter 8.)
Serious case review possible but not yet confirmed	Death or serious injury to a child where a child protection issue is likely to be of major public concern. (Working Together to safeguard children, Chapter 8.)

Death of a looked-after child	Children Act 1989 Schedule 2 paragraph 20 (1)(a) National Minimum Standards for Children's Homes, Standard 20; Children's Home Regulations 2002, Regulation 30, Schedule 5; Fostering Services Regulations 2002, Regulation 43, schedule 8.
Death or serious harm to a child in a children's home	Children's Home Regulation 19 (2) (a) and (c) National Minimum Standards for Children's Homes; Children's Home Regulations 2002 Schedule 5; Fostering Services Regulations 2002, Schedule 8
Serious harm to a child	As above
Conduct of a member of staff	(Please provide details on a separate sheet)

Department For Education [DFE] notifications

There is an expectation on the Local Authority to notify the DFE of any specific serious incidents where there may be significant media interest. The Local Authority can do so via the details below:

Mailbox.CPOD@education.gsi.gov.uk

Serious Incident Briefing Team
Child Protection Unit
Department for Education
Level 1, Sanctuary Buildings
Great Smith Street
London SW1H 3BT
Tel: 0207 783 8736 Internal extension: 338736

The LSCB has a duty to check if a Local Authority have followed the procedure to inform Ofsted and/or DFE of any serious incident involving a child, as detailed above.

Serious Case Reviews

Serious Case Reviews must be undertaken by Local Safeguarding Children Boards (LCSBs) where:

- abuse or neglect of a child is known or suspected; **and**
- either — (i) the child has died; **or**
- (ii) the child has been seriously harmed and there is cause for concern as to the way in which the authority, the LSCB partners or other relevant persons have worked together to safeguard the child.

In addition, a SCR should always be carried out when a child dies in custody, in police custody, on remand or following sentencing, in a Young Offender Institution, in a secure training centre or a secure children's home, or where the child was detained under the Mental Health Act 2005. SCRs should also be carried out in cases where a child died by suspected suicide.

Whenever a case is considered for any case review in Hounslow the proforma [Appendix A] must be completed. If the case is being considered as a possible serious case review, as defined by the criteria above then the Chairman of the LSCB must notify the national serious case review panel of the outcome. There is no specific formula provided for the layout of this notification/information and no guidance about the depth of detail which is required. The notification can be done electronically using the agreed email address.

Mailbox.SCRPANEL@education.qsi.gov.uk

The role of the national panel is set out in *Working Together to Safeguard Children* (2013). The panel's remit will include advising LSCBs and Chairs about: application of the SCR criteria; appointment of reviewers; and publication of SCR reports.

The panel will initially advise LSCB Chairs on:

- i. any decision made by an LSCB Chair not to initiate an SCR following a serious incident; and
- ii. any SCR which an LSCB Chair has indicated they do not plan to publish.

Publication of reports

All reviews of cases meeting the SCR criteria should result in a report which is published and readily accessible on the LSCB's website for a minimum of 12 months. Thereafter the report should be made available on request. This is important to support national sharing of lessons learnt and good practice in writing and publishing SCRs.

From the start of the SCR the fact that the report will be published should be taken into consideration. SCR reports should be written in such a way that publication will not be likely to harm the welfare of any children or vulnerable adults involved in the case.