**LEVEL 1: Universal Services**

*My needs are met and I am achieving my expected outcomes.*

**Description** - The majority of Tameside Children will be considered as “universal”.

**Tools -** Service Information Directory (SID)

[Welcome to SID, Tameside's Service Information Directory for children, young people and families.](https://www.tameside.gov.uk/Tameside-Service-Information-Directory)

**Information Sharing** - Explicit and informed consent required.

* If you wish to request help and support for children, young people and families that have identified needs at **Level 1** you can contact the: **Family Information Service** for support and advice on **Tel: 0161 342 4260**

***Please be advised that without consent referrals can only be accepted for children where immediate risk of harm is evident***

**If you think a child/young person is in significant and imminent harm and require an immediate response please call 999**

**LEVEL 2: Early Help**

*I may need some extra help alongside Universal Services to meet my needs.*

**Description** - Early Help Advisors/Coordinators are there to support practitioners to coordinate this help.

**Tools** - Early Help Assessment (EHA), Team Around the Family, Team Around the Setting, Neglect Screening Tool and Tameside Neglect Action Plan (TNAP), Direct Work Tools to capture Voice of the Child, Referral for Statutory assessment of special educational need (EHCP)

**Information Sharing** - Explicit and informed consent required.

If you need any help or support in carrying out an Early Help Assessment please call **0161 342 4040** and ask to speak to your Early Help Adviser or email ehaadvisors@tameside.gov.uk

You will be completing the EHA and leading on the intervention at this stage.

 ***Please be advised that without consent referrals can only be accepted for children where immediate risk of harm is evident***

**If you think a child/young person is in significant and imminent harm and require an immediate response please call 999**

**LEVEL 3: Targeted Family Help**

*There are complex needs.*

*I need different services to work together to promote my welfare.*

**Description** - This will be delivered by a combination of Local Authority teams and commissioned services. Lead professional will be a professional identified at the Early Help Panel.

**Tools** - Early Help Assessment, Team Around the Family, Neglect Screening Tool and Tameside Neglect Action Plan (TNAP), Direct Work Tools to capture Voice of the Child, Parenting tools, Domestic Abuse tools, Trauma Intervention, Complex/Contextual safeguarding assessment tools, Reducing Risk, Step Up/Down

**Information Sharing** - Explicit and informed consent required.

* If you wish to request help and support for children, young people and families that have identified needs at **Level 3** you can contact the: **Early Help and Safeguarding Hub (EHASH)** for support and advice on **Tel: 0161 342 4101**
* You must have completed an EHA and a ‘Team Around’ previously to access support at Level 3.
* Request for services will come through via the MARS form [https://www.tameside.gov.uk/childabuse](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.tameside.gov.uk%2Fchildabuse&data=05%7C01%7Cjo.elvin%40tameside.gov.uk%7C9127c36d8ebc4d46eb2f08db77ddf3be%7C83726a5b1f264242967e81d4c4b8a13b%7C0%7C0%7C638235567379678748%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=13Gv9wgr3bAqWmy%2FOKpamEffeDHZ6qN8fYuZbjACqdI%3D&reserved=0)

 ***Please be advised that without consent referrals can only be accepted for children where immediate risk of harm is evident***

**If you think a child/young person is in significant and imminent harm and require an immediate response please call 999**

**LEVEL 4:** **Specialist Services and Safeguarding:** *I am a child in need or a child in need of protection. I am at risk of abuse, exploitation or neglect.*

**Description** - Professionals have concerns that my needs are not met with Targeted Family Help or I am at risk of significant harm.

**Tools** - Child and Family Assessment, Child In Need Plan, Multi Agency Strategy Meeting/Section 47 enquiries, Child Protection Plan, Police Power of Protection, Private Fostering, Step Up/Down, CSE/CCE Vulnerability assessment (Complex Safeguarding) Complex/contextual safeguarding assessment, Neglect Action Plan, Greater Manchester Concealed Pregnancies Policy.

**Information Sharing**- Explicit and informed consent required. However, information can be shared without consent where in the practitioner’s judgement, there is a lawful basis to do so, such as where safety may be at risk. A record of the decision made by the practitioner and the reasons for it must be kept. If a referral is to be made then unless informing the parents or carer of the referral will put the child at risk, the referrer should advise the parents or carers.

* **Specialist Services and Safeguarding (Level 4)** can be reported to the **Early Help and Safeguarding Hub (EHASH).**
* Using the online ***Multi-agency referral form (MARS)*** [https://www.tameside.gov.uk/childabuse](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.tameside.gov.uk%2Fchildabuse&data=05%7C01%7Cjo.elvin%40tameside.gov.uk%7C9127c36d8ebc4d46eb2f08db77ddf3be%7C83726a5b1f264242967e81d4c4b8a13b%7C0%7C0%7C638235567379678748%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=13Gv9wgr3bAqWmy%2FOKpamEffeDHZ6qN8fYuZbjACqdI%3D&reserved=0)
* Consultation/advice is available at EHASH **DURING OFFICE HOURS** - **Tel: 0161 342 4101**

**Mon to Wed:** 8.30am – 5.00pm
**Thurs:** 8.30am - 4.30pm
**Fri:** 8.30am – 4.00pm

* Or the **EMERGENCY DUTY TEAM** – out-of-hours at **Tel: 0161 342 2222**

Including Weekends and public holidays

**If you think a child/young person is in significant and imminent harm and require an immediate response please call 999**

**MANAGING ALLEGATIONS**

**AGAINST THOSE WORKING WITH CHILDREN**

**EYFS Section 3 / 3.8 states….**

***Registered providers must inform Ofsted*** *or their childminder agency of any allegations of serious harm or abuse by any person living, working, or looking after children at the premises (whether the allegations relate to harm or abuse committed on the premises or elsewhere). Registered providers must also notify Ofsted or their childminder agency of the action taken in respect of the allegations. These notifications must be made as soon as is reasonably practicable, but at the latest within 14 days of the allegations being made. A registered provider who, without reasonable excuse, fails to comply with this requirement, commits an offence.*

The role of the **Local Authority Designated Officer (LADO)** is set out in section 11 of the Children's Act 2004 and in the HM Government guidance [Working Together to Safeguard Children (2018)](https://www.gov.uk/government/publications/working-together-to-safeguard-children--2). The role is to give advice and guidance to employers and voluntary organisation, liaise with the Police and other agencies, and monitor the progress of cases to ensure that they are dealt with as quickly as possible, consistent with a thorough and fair process.

Every agency that works with children and young people should have a Designated Officer or manager whose job it is to liaise with and refer to LADO.

The LADO should be alerted to all cases in which it is alleged that a person who works with children has:

* *Behaved in a way that has harmed, or may have harmed, a child*
* *Possibly committed a criminal offence against or related to a child*
* *Behaved towards a child in a way that indicates they may pose a risk of harm to children*
* *Behaved or may have behaved in a way that indicates they may not be suitable to work with children.*

**Making a referral - The LADO should be informed within one working day.**

Please complete the LADO referral form and send to ladoreferrals@tameside.gov.uk

[Management of Allegations | Professionals | Tameside Safeguarding Children Partnership](https://www.tamesidesafeguardingchildren.org.uk/professionals/managementofallegations)

FURTHER GUIDANCE AND INFORMATION…

**TAMESIDE SAFEGUARDING CHILDREN PARTNERSHIP WEBSITE** [www.tamesidesafeguardingchildren.org.uK](http://www.tamesidesafeguardingchildren.org.uK)

**TAMESIDE SAFEGUARDING CHILDEN PARTNERS-THRESHOLD GUIDANCE**

 [Threshold Guidance | Professionals | Tameside Safeguarding Children Partnership](http://www.tamesidesafeguardingchildren.org.uk/professionals/thresholdguidance)

**WORKING TOGETHER TO SAFEGUARD CHILDREN 2018**

[Working together to safeguard children - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/working-together-to-safeguard-children--2)

**INSPECTING SAFEGUARDING IN THE EARLY YEARS, EDUCATION AND SKILLS 2019**

[Inspecting safeguarding in early years, education and skills settings - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/inspecting-safeguarding-in-early-years-education-and-skills)

**WHAT TO DO IF YOU’RE WORRIED A CHILD IS BEING ABUSED - ADVICE FOR PRACTITIONERS 2015**

[Child abuse concerns: guide for practitioners - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/what-to-do-if-youre-worried-a-child-is-being-abused--2)

**GREATER MANCHESTER SAFEGUARDING CHILDREN PROCEDURES MANUAL** <http://greatermanchesterscb.proceduresonline.com/index.htm>

**FEMALE GENITAL MUTILATION (FGM)**

[Female genital mutilation - GOV.UK (www.gov.uk)](https://www.gov.uk/government/collections/female-genital-mutilation)

**INFORMATION SHARING ADVICE FOR SAFEGUARDING PRACTITIONERS**

[Information sharing advice for safeguarding practitioners - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/safeguarding-practitioners-information-sharing-advice)

**PREVENT DUTY GUIDANCE 2021**

<https://www.gov.uk/government/publications/prevent-duty-guidance/revised-prevent-duty-guidance-for-england-and-wales>

**HOMEOFFICE ONLINE PREVENT TRAINING**

<http://www.elearning.prevent.homeoffice.gov.uk>

<https://www.elearning.prevent.homeoffice.gov.uk/channel_awareness/01-welcome.html>

**EARLY YEARS QUALITY IMPROVEMENT TEAM WEBSITE -** eyqit@tameside.gov.uk