

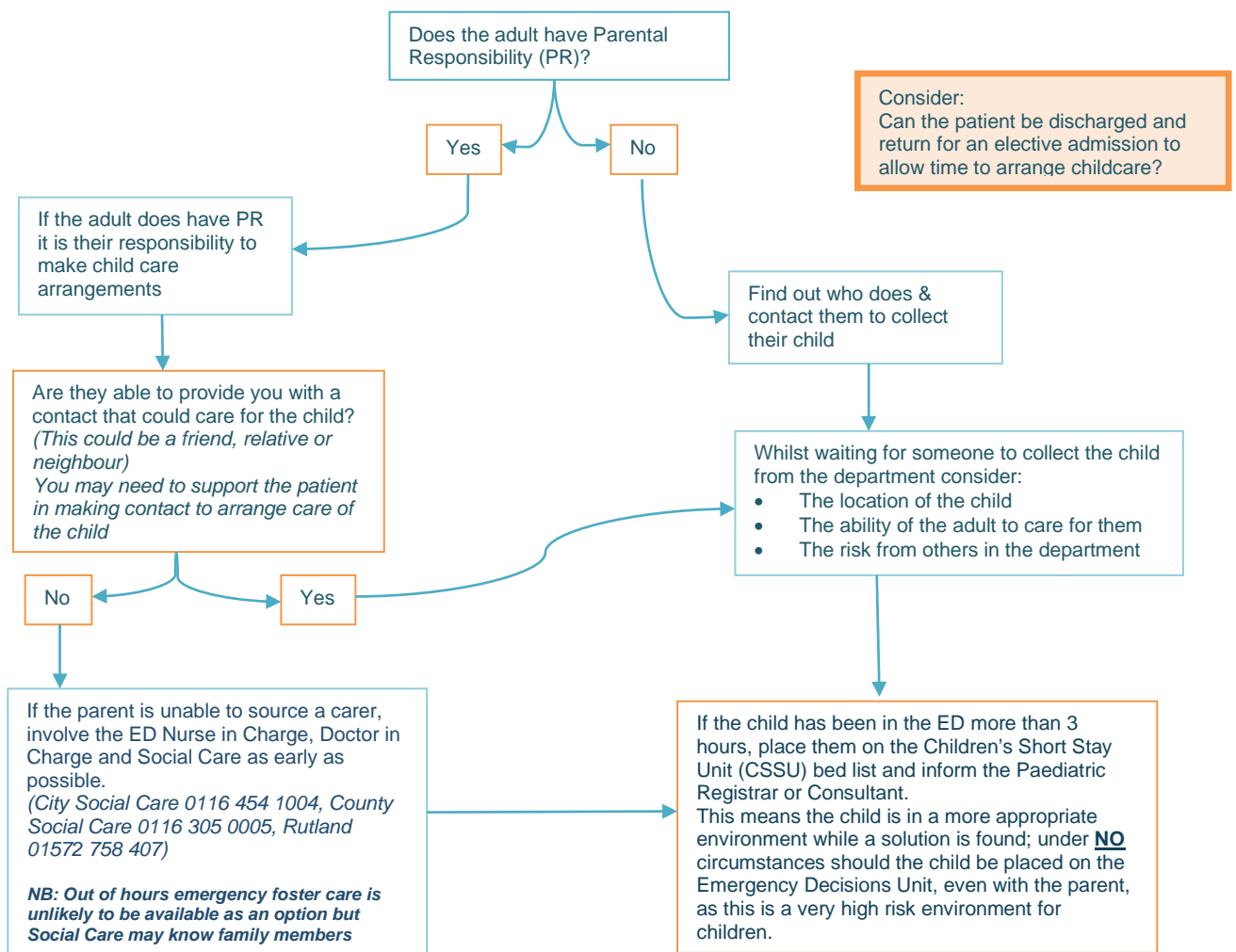
1. Introduction

The following guideline is intended to guide UHL Emergency Department staff in managing cases where an adult patient requires admission and there is a need to ensure the accompanying child is cared for appropriately.

2. Scope

This guideline is designed for use within the Emergency Department of UHL. However, the general principles may be utilised by staff in any clinical area of the Trust.

3. Guideline Standards and Procedures



At any stage where difficulties arise, the ED Consultant in Charge and Paediatric Consultant should be notified.

The UHL Safeguarding Children Team must be notified using Safeguarding Referral Form on ICE and on x15770 of the actions taken in all cases, regardless of the outcome

- 3.1 The following questions are provided as a guide for clinical staff to follow when assessing the child and adult in the department (this list is not exhaustive):
- 1) Does the adult patient have parental responsibility (PR) for the child? If not, find out who does and contact them to care for the child, as defined in Safeguarding Children Guideline Safeguarding Children 1 - [Parental Responsibility \(Including Care Orders\) UHL Guideline](#)
 - 2) If the adult patient does have PR it is their responsibility to make arrangements for the child's care, and where not physically able to do this, UHL staff should assist them (see point 3.5 below).
 - 3) Does the patient need to be admitted or can they return as an elective patient?
 - 4) Is the patient able to provide you with a contact that could care for the child? Consider:
 - The age of the child
 - Gillick competence
 - The social network of the adult (the adult should suggest anybody they would be happy to care for the child i.e. grandparents, relatives, neighbours, friends, parents of school friends)
 - 5) Is the child in danger whilst in the department? Consider:
 - The location of the child
 - The ability of the adult to care for them
 - The risk from others within the department
- 3.2 If the parent is unable to source a carer, involve the ED Nurse in Charge, Doctor in Charge and Social Care as early as possible.(City Social Care 0116 454 1004, County Social Care 0116 305 0005, Rutland 01572 758 407). Contact the Safeguarding Children Team (in hours) on x.15770 for advice and support.
- 3.3 **NB out of hours emergency foster care is unlikely to be available as an option but Social Care may know of other family members**
- 3.4 Where the adult is able to provide an address but no contact telephone numbers, the Police may be contacted (via 0116 222 2222 or 101) to request they attend the address and contact the potential carers.
- 3.5 If the child has been in the ED more than 3 hours, place them on the Children's Short Stay Unit (CSSU) bed list and inform the Paediatric Registrar, so that the child is in a more appropriate environment while a solution is found.
- 3.6 Under no circumstances should the child be placed on the Emergency Decisions Unit, even with the parent, as this is a very high risk environment for children.
- 3.7 At any stage where difficulties arise, the ED Consultant in Charge and Paediatric Consultant should be notified.
- 3.8 The UHL Safeguarding Children Team must be notified using Safeguarding Referral on ICE and on x.15770 of the actions taken in all cases, regardless of the outcome.
- 3.9 If at any time, there are concerns about the safety of the child; UHL child protection processes must be followed. Please use the [UHL Safeguarding Children Policy](#) to manage any child protection concerns.

4. Education and Training

Training on this guidance is included within the UHL Safeguarding Children Safeguarding Level 3 training programme accessed by all staff.

5. Monitoring and Audit Criteria

What will be measured to monitor compliance	How will compliance be monitored	Monitoring Lead	Frequency	Reporting arrangements
Correct use of guideline	Case review	M Kelly	Case by case basis	

6. Equality and Diversity

The Trust recognises the diversity of the local community it serves. Our aim therefore is to provide a safe environment free from discrimination and treat all individuals fairly with dignity and appropriately according to their needs.

As part of its development, this policy and its impact on equality have been reviewed and no detriment was identified.

7. Supporting Documents and Key References

University Hospitals of Leicester NHS Trust Safeguarding Children Policy
Safeguarding Children Guideline: 1 - Parental Responsibility (Including Care Orders)

8. Key Words

Safeguarding Children, Children accompanying adults

This line signifies the end of the document

This table is used to track the development and approval and dissemination of the document and any changes made on revised / reviewed versions

DEVELOPMENT AND APPROVAL RECORD FOR THIS DOCUMENT				
Author / Lead Officer:	Michelle Kelly		Job Title: Matron for Safeguarding Children	
Reviewed by:	Safeguarding Assurance Committee			
Approved by:	Safeguarding Assurance Committee Policy and Guideline Committee		Date Approved: 12/06/2023 3 August 2023	
REVIEW RECORD				
Date	Issue Number	Reviewed By	Description Of Changes (If Any)	
May 2022		Michelle Kelly	Addition of a flowchart	
May 2022		Michelle Kelly	Minor grammar and text changes	
May 2022		Michelle Kelly	Updating of hyperlinks & telephone extension numbers	
DISTRIBUTION RECORD:				
Date	Name		Dept	Received