

Overview Guidance of when to complete a Notification of Child Protection Concern OR a Wellbeing Concern. Updated 20 February 2024

This form has been revised to improve and enhance the quality of information that is shared between agencies at the point of referral to improve decision making and outcomes for children, young people and their families.

This form has a dual purpose:

1. To notify Children & Families Social Work of a Child Protection concern **OR**
2. To notify agencies of a Child Welfare concern.

PLEASE NOTE: If you have an immediate and urgent concerns for the safety of a child or young people, you should notify Police immediately.

Reasons for sharing a Child Protection Concern:

Indication or judgement that a child or young person under 18 years of age is being, or is likely to be, exposed to harm/abuse. Indications can arise relative to observable treatment of a child, noted behaviours, the character and quality of relationships or awareness of exposure to harmful situations or circumstances. The Child Protection threshold is about the **LIKELIHOOD of significant harm**, it does not require waiting for a harmful event.

As harm and abuse can present from both an accumulation of concern/s over time or via a single identifiable event, it is then important to be alert and attuned to sharing any concern about situations where you think a child or young person under 18 years of age is or may be exposed to harm that could be significant.

Process for sharing Child Protection Concern:

When notifying Children & Families Social Work of a Child Protection concern, you must firstly contact Social Work by phone to discuss the Child Protection Concern. The completed form will follow the discussion. If you are unable to get through to Social Work Services, you should email the completed form, while still attempting to contact Social Work by phone.

Additional Information : Consider accessing the National GIRFEC Guidance and the National Guidance for Child Protection in Scotland where needed. Follow the links for further advice and guidance:

[getting-right-child-statutory-guidance-assessment-wellbeing-2022-part-18-section-96-children-young-people-scotland-act-2014.pdf \(www.gov.scot\)](#)

Supporting documents can be found - [National Guidance for Child Protection in Scotland 2021 - updated 2023 - gov.scot \(www.gov.scot\)](#)

Reasons for sharing Well-being Concern:

Information-sharing is necessary because there has been an indication of an unmet need for a child or young person under 18 years of age that could negatively impact upon their wider wellbeing. All unmet need - physical, social, psychological, even structural (poverty) has the potential to create situations of risk.

For example: Where there is a Team Around the Child in place and concerns or risks are increasing.

An incident has occurred for household member **which is likely** to impact the child or young person's wellbeing e.g. a parent with an addiction or mental health problem which risks some primary needs for the child going unmet, exposing the child(ren) to potential harm.

TASK: Note interventions that have been tried, how well the family engaged with these and the impact of these on the child, young person and family. Please attach an updated Chronology of significant events wherever possible to do so. .

[Information sharing - Getting it right for every child \(GIRFEC\) - gov.scot](#)

Process for sharing Well-being Concern:

This form can be completed when :-

- Sharing information with the Team Around the Child. The Lead Professional will then co-ordinate the next steps.
- Making a request for assistance to another service or agency.
- Sharing information with the Named Person (where there is not a Child's Plan or Team Around the Child in place.)

If you are not the Named Person, contact the Named Person (and Lead Professional if applicable) to gather necessary information relating to the child's wellbeing assessment.