## Professionals guide to reporting a concern about a child: Steps to take before completing a Multi Agency Safeguarding Referral

Form (MARF)

I am concerned a child is in imminent danger or is at risk of significant harm

In imminent danger-needs immediate protection

Risk of significant harm

- 1: Phone the Police 999
- 2: Contact
  MASH 01926
  414144
  (Monday Thursday
  8.30am to
  5.30pm
  Friday 8.30am
  to 5.00pm)
  EDT –
  (outside of
  usual office
  hours)- 01926
  886 922
- **3:** Complete referral within one working day using the MARF.
- 4: Continue to work with the Family.

Talk without
Delay to your
Safeguarding
Lead

- 1: Contact
  MASH/EDTSay you have
  a Child
  Protection
  Concern
- 2: Social
  Worker will
  advise you of
  any further
  action
- 3:Complete referral within one working day using the MARF.
- 4: Continue to work with the Family.

I am concerned about a child Where possible discuss your concerns with those who have parental responsibility & consider if a plan is required to support the Child/Family If Concerns escalate talk to your Safeguarding Lead. Still concerned? Yes No 1: Contact the MASH for advice about whether the 1: Record concerns can be information and addressed with early help reason for support decision 2: Consult with a Social Worker who will advise 2: Agree any follow-up with you of any further action and advise on completing own agency a MARF, as required Is a MARF required? Yes 1: Complete referral within one working day using the MARF.

2: Continue to work with the family.