

UNSCHEDULED/SECONDARY CARE

Aim: To be aware of significant adults living with or having a significant impact on the lives of children.

Unscheduled care attendance

- Check all personal details and contact information for those with Parental Responsibility (PR).
- Confirm who is attending with the child or young person.
- Confirm anyone else who lives in the home address or has caring responsibilities for the child and record in paediatric paperwork. This may include neighbours or wider family members such as grandparents.
- If an adult who does not have PR attends with the child, ensure their details are fully recorded and the parent/carer of the child is contacted if the child is under 16.
- If a child aged 16 to 17 attends with an adult, record information and contact parent/carer with consent if not in attendance. If no consent given, record in paperwork.

Consider potential safeguarding risks of young people aged 16 to 17 registering alone.



Hospital admission

- Check all personal details and contact information for those with Parental Responsibility (PR).
- Confirm with the child/young person who they would like to visit them in hospital.
- Discuss visiting arrangements with parent/carer and confirm who may attend the ward. If an adult who is not the child's main carer is likely to visit the ward, basic contact information and relationship to the child must be clearly documented.
- No adult should visit the ward/take the child home without the consent of the parent/carer and the child themselves.



Outpatient appointments

- Check all personal details and contact information for those with Parental Responsibility (PR).
- Confirm who the adult is that has brought the child to their appointment. If this is not a parent or carer, contact with the parent or carer should be made prior to the appointment. If the child is aged 16 to 17, consider Gillick competency.
- Be alert to unknown adults who may attend the appointment with the parent/carer and confirm who they are and if the child or young person consents to them being present.

When safeguarding concerns arise, remember to ask about all adults living at the same address and significant adults caring for the child and document the details in the child's medical record.

If a child under 16 attempts to register alone or with an adult that does not have Parental Responsibility (PR), the safeguarding children team should be alerted.