

**Patient
Information**

Children's Safeguarding Procedures

Introduction

This leaflet provides information and advice for parents and carers about the Gloucestershire Hospitals NHS Foundation Trust's Children's Safeguarding Policy and Procedures.

What is safeguarding?

As part of our duty to keep children safe from harm, we must identify any child that may be at risk from neglect or physical, emotional or sexual abuse. All of these types of harm can affect children's health and development. In order to fulfil this duty, all hospital staff receive regular safeguarding training. Staff are required to follow our Safeguarding Policy and have a responsibility to act upon any concerns they identify.

Safeguarding Policy

As part of the Gloucestershire Hospital NHS Foundation Trust Children's Safeguarding Policy and Procedures:

- all children and young people in our care are routinely assessed for safeguarding concerns according to our hospital policy (A0303: Safeguarding Children).
- where there are possible safeguarding concerns, children will be assessed and carefully examined and treated. In some cases, your child may need to be admitted to the hospital.

If you require more information about this policy, please ask the member of staff looking after your child.

Reference No.

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Department

Paediatrics

Review due

June 2028

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Medical examinations

As part of your child's assessment, we may need to:

- ask you for more details about the medical condition and/or how the injury happened.
- ask you details about your family and home life.
- arrange investigations such as:
 - blood tests
 - full body X-rays
 - head CT scan
 - ophthalmology assessment (eye examination)
 - medical photography – specially trained photographer to take photographs, for example of an injury, a rash or a mark on your child.

We may also:

- talk with your child's GP, Health Visitor, School Nurse or mental health nurse. Sometimes we also need to talk to other professionals, such as teachers, family support workers and social workers.
- contact the Children's and Young People's Department within the local social care department to share information.
- contact the police.

These investigations and discussions can take time to arrange. Your child may need to be in hospital for 2 to 3 days while we are waiting for the results of the investigations. We will do our best to make sure that any investigations and discussions take place as quickly as possible and that you are kept informed.

Your child will be closely monitored while in hospital. This means that they will be given a bed near to the nurse's station with the curtains and/or door open.

We may need to ask you to remain in hospital with your child during this assessment. During this time the parents/carers facilities will be available for your use.

At all times it is our aim to discuss issues with you in an open and sensitive manner and to maintain your child's and family's confidentiality as much as possible. If there is anything that you do not understand, please ask the nurse or doctor who is looking after your child.

Patient Information

Contact information

Children's Centre

Gloucestershire Royal Hospital

Tel: 0300 422 8308

Monday to Friday, 8.00am to 5.00pm

Gloucestershire Hospitals Switchboard

Tel: 0300 422 2222

When prompted please ask for the operator then for the person or department needed.

Patient Advice and Liaison Service (PALS)

If you have any concerns that you feel you cannot discuss with a member of staff in the department, please contact a [PALS](#) advisor.

Tel: 0800 019 3282 (Freephone)

Monday to Friday, 9.00am to 5.00pm

Email: ghn-tr.pals.gloshospitals@nhs.net

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Making a choice

Shared Decision Making

If you are asked to make a choice, you may have lots of questions that you want to ask. You may also want to talk over your options with your family or friends. It can help to write a list of the questions you want answered and take it to your appointment.



Ask 3 Questions

To begin with, try to make sure you get the answers to three key questions if you are asked to make a choice about your healthcare.

1. What are my options?
2. What are the pros and cons of each option for me?
3. How do I get support to help me make a decision that is right for me?

These resources have been adapted with kind permission from the MAGIC Programme, supported by the Health Foundation

* Ask 3 Questions is based on Shepherd HL, et al. Three questions that patients can ask to improve the quality of information physicians give about treatment options: A cross-over trial. Patient Education and Counselling, 2011;84: 379-85



<https://aqua.nhs.uk/resources/shared-decision-making-case-studies/>