

# London Borough of Merton Safeguarding Children

## Early Years Contact List 1

Safeguarding is everyone's responsibility and under Ofsted requirements you must be familiar with the following referral routes.

### **Making a referral to Merton Safeguarding Children Partnership Children and Families' Hub**

**A child being abused or neglected or at significant risk of being abused or neglected**

**Monday to Friday 9.00am – 5.00pm**

Children and Families Hub                      020 8545 4226/4227  
Email (general enquires)                      candfhub@merton.gov.uk

**Out of hours emergencies (evenings and weekends)**

Emergency Duty Team (EDT) Merton, Kingston, Sutton                      020 8770 5000

**Consultation** If you are unsure what support or services may be available or would like to discuss a possible request for service you can contact the Duty Social Worker based in the Children and Families' Hub for a consultation by calling 020 545 4226/4227. Information on the services the Children and Families Hub provide can be found at <https://www.mertonscp.org.uk/working-with-children/children-and-families-hub/>

**NOTE:** If a child is resident in another local authority area, you must contact the Social Care team where the child lives. You are strongly advised to have telephone numbers to hand.

### **Police**

**A child being abused or at significant risk of being abused.**

Police (non-emergency)    101    Police (emergency) 999

### **Allegations\* of serious harm or abuse by any person living, working, or looking after children in Ofsted registered settings (including children)**

**You should contact these numbers/emails within 24 hours of the allegation being made, or earlier if the matter is urgent and children are at immediate risk**

Local Authority Designated Officer (LADO)	020 8545 3179 / 3187 or <a href="mailto:LADO@merton.gov.uk">LADO@merton.gov.uk</a> <i>(note: If there are concerns about radicalisation you should write "Prevent" across your referral and also notify the Children and Families Hub).</i>  In the absence of the LADO call the children and families hub 020 8545 4226/4227 (9am to 5pm)
Emergency Duty Team (EDT)	020 8770 5000 (immediate concerns outside of 9am to 5pm)
Ofsted	<a href="https://www.gov.uk/guidance/report-a-serious-childcare-incident#how-to-tell-ofsted">https://www.gov.uk/guidance/report-a-serious-childcare-incident#how-to-tell-ofsted</a> / 0300 123 1231

*Note:* As the registered provider, to fulfil your legal requirements, notify Ofsted of any significant events as soon as reasonably possible and no more than 14 days from when the event happened. It will take about 10 to 20 minutes to complete.

Please also copy in the Early Years Team at [providers@merton.gov.uk](mailto:providers@merton.gov.uk) (marked confidential and urgent)

**You must not investigate the allegation yourself.**