



Berkshire West Protocol

Health Led Joint Agency Response for Unexpected Child Death

January 2020 (reviewed May 2023)

Author: Patricia Pease, Associate Chief Nurse Vulnerability and Equality, RBFT

Consultation:

Ravi Kumar, Designated Paediatrician Child Death, Berkshire West

Jane Bell, Designated Nurse for Safeguarding Children and Looked After Children (Interim) Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board (BOB ICB)

Andrea Lomp, Designated Doctor for Child Protection, BOB ICB

Ann Gordon, Named Doctor Child Protection, Royal Berkshire NHS Foundation Trust

Joanne Horsburgh, Named Nurse Child Protection, Royal Berkshire NHS Foundation Trust

Sarah Hughes, Consultant in Neurodisability, Royal Berkshire NHS Foundation Trust

Mairi Evans, Children, Young People and Families Clinical Director, Berkshire Health Care Foundation Trust

Hannah Lyman, Manager for Berkshire Rapid Response Service, Children's Services

Robert Underhill, Detective Inspector, Berkshire West Child Abuse Investigation Unit (CAIU) Thames Valley Police

Lorna Tunstall, Berkshire Child Death Overview Panel Coordinator, Public Health

The Unitary Authorities and Berkshire's Coroner's Office through their representatives at the Berkshire West Child Death Review Panel:

- Reading,
- West Berkshire □ Wokingham **Revision of Berkshire Protocol, Health Led Rapid Response for Unexpected Child Death January 2018 version 4 following the**

**publication of Child Death Review Statutory and
Operational Guidance (England) Sept 2018.**

Contents

1. Introduction
 2. Definitions
 3. Immediate decision making and notifications
 4. Investigation and information gathering
 5. Child Death Review Meeting
 6. Specific Situations
 7. Useful contacts
 8. References
-

1. Introduction

1.1 This protocol is based on Working Together to Safeguard Children, 2018 and the Child Death Review Guidelines 2018. It forms the basis of the inter-agency response to an unexpected death of a child in Berkshire.

1.2 A flow chart algorithm to summarise the actions described in this protocol is attached as appendix 1

1.3 If there are concerns about abuse or neglect when a child has presented in a critical condition or contributing to the cause of death, leading to safeguarding concerns for surviving siblings, the child protection process Section 47 strategy meeting and any criminal investigation will take precedence over the Health Led Joint Agency Review processes.

1.4 Where there are immediate concerns that abuse or neglect has been a factor in the child's death, the case will be the subject of a joint investigation involving the Police and Children's Social Care. The nature of any criminal or social care investigation will be confirmed during early multi-agency discussion, following the child's death.

2. Definitions

2.1 "Childhood" is defined as the time from live birth (irrespective of gestation) until the attainment of the age of 18 years. By far the largest group of child deaths occur in the perinatal period (0 - 7 days). These infants will not be routinely included in a Joint Agency Response process unless involved professionals express concerns about the circumstances of the pregnancy or the death.

2.2 In the case of a new-born baby who dies in hospital within 24 hours of birth or shortly thereafter, due to an event related to the birth whilst under medical supervision, and where there is a medical explanation. The death should be reviewed under the organisation's Incident Reporting, Investigation and Learning Policy, including PSIRF, PMRT and HSIB as appropriate

2.3 If a baby dies in the same circumstances (i.e. whilst under medical supervision), with no immediate medical explanation apparent, and where there is an indication or suspicion of risk factors of domestic abuse/substance abuse/concealed pregnancy, this will trigger the Joint Agency Response process.

2.4 If a baby who has already died is brought into the Royal Berkshire Hospital having been born without medical assistance (regardless of gestation) a Joint Agency Response (JAR) process should be triggered. The maternity coordinator (bleep 179) and bereavement midwives (ext. 3945 or email rbft.bereavementmidwives@nhs.net) must be informed to help co-ordinate care for Mother and so that maternity staff are aware that the JAR process is underway.

This JAR process can be halted if following examinations it is found that baby was either stillborn or gestational age is below viability (24+0 weeks of gestation).

2.5 There is a legal requirement for Child Death Review (CDR) partners to review the deaths of pre-viable gestation babies who are live born. The only exception to this is where the live birth is the result of a medical termination of pregnancy in which case the CDR process does not apply.

2.6 In the case of a concealed pregnancy please refer to the 'Berkshire Multi-Agency Guidance on the Management of Concealed Pregnancy' found in the Pan Berkshire Safeguarding Children Procedures Manual on line <http://www.proceduresonline.com/berks/>

In all cases of unknown pregnancy, where the mother has presented for the first time in labour and has deliberately or mistakenly concealed their pregnancy and no antenatal care has been provided as a consequence; this must trigger an urgent section 47 enquiry and be referred to Children's Services to lead the investigation and decision making.

In all cases of unknown pregnancy, where the mother has presented for the first time in labour and has deliberately or mistakenly concealed their pregnancy and no antenatal care has been provided as a consequence; this must trigger an urgent referral to Children's Services who will convene a strategy meeting and lead safeguarding decision making.

2.7 "Responsible consultant" has been used to identify the senior involved clinician, this is most likely to be a Paediatrician but when the death is that of a young person of over 16 years, the clinician may be an adult specialist. Some interpretation of the protocol, depending on age and mode of death, may be required with the support of the Paediatrician on call if necessary.

2.8 "Unexpected death" is defined in Working Together to Safeguard Children 2018 (paragraph 7.21) as the death of an infant or child (less than 18 years old) which:

- Was not anticipated as a significant possibility, for example 24 hours before the death; or
- Where there was a similarly unexpected collapse or incident leading to or precipitating the events which led to the death.

2.9 "Death" means the time that death is formally confirmed. A child's death should not be notified to the Pan Berkshire Child Death Overview Panel via eCDOP until death is confirmed.

2.10 A Joint Agency Response should be triggered if a child is brought to hospital near death, successfully resuscitated, but is expected to die in the following days. In such circumstances a Joint Agency Response should be considered at the point of presentation and not at the moment of death, since this enables an accurate history of events to be taken and, if necessary, a 'scene of collapse' visit to occur. Appropriate clinical investigations should also be performed as set out on page 37 of the SUDI/C Guidelines: Table 1. Routine suggested samples to be taken immediately after sudden unexpected deaths in infancy and childhood. <https://www.rcpath.org/asset/874AE50E-C754-4933-995A804E0EF728A4/>. Early information gathering and sharing by the police and/or children's social care would benefit any investigation and planning to support the family and professionals.

2.11 In cases where the medical team have any concerns that there may be issues of abuse or neglect when a child has presented in a critical condition, especially where there are other children in the household, then early discussion with Police and Children's Social Care (CSC) should take place that may trigger a criminal and /or Section 47 enquiry.

2.12 Information sharing protocols exist between police and social services to ensure that relevant information is shared without the consent of the parents/carers if the public interest is deemed to outweigh the wishes of the parents/carers.

2.13 The Joint Agency Response process will be triggered for any child who is resident in Berkshire West, even if the death occurs elsewhere in the UK or overseas. Legislation allows arrangements for the review of a death in their area of a child not normally resident there.

2.14 A pragmatic approach should be taken to such deaths, entailing discussion between the Child Death Review (CDR) partners in the area where the child is normally resident and those in the area where the child died. In all cases, the CDR partners in the area, where the child is normally resident, is responsible for ensuring that a review takes place at CDOP level. Consideration should also be given to where the most learning can take place and this may sometimes dictate that a different CDOP to the area where the child is normally resident leads the discussion.

3. Immediate decision making and notifications

3.1 Once a child who dies unexpectedly has been declared dead, the Coroner has jurisdiction over the body and all that pertains to it. The police (including specific coroner's officers) will often act on behalf of the coroner and will likewise have jurisdiction over the body in such circumstances as police acting on behalf of the coroner.

3.2 The majority of unexpected deaths in childhood are natural tragedies, but a minority are a consequence of ignorance, neglect, abuse or homicide. The investigation should keep an appropriate balance between medical and forensic requirements and the needs of the family in coping with the tragedy. An Account should be taken of possible risks to other children in the household.

3.3 Professionals should approach the investigation with an open mind and families should be treated with sensitivity, discretion and respect. Professionals must be aware that as the number of child deaths due to natural causes decreases, the proportion of such deaths which could be attributed to neglect, abuse or contextual safeguarding issues is likely to increase.

3.4 There should be a multi-agency approach involving collaboration among: emergency department (ED) staff, ambulance staff, named and designated doctors and nurses in child protection, coroner, coroners' officers, general practitioners (GP's), health visitors, midwives, paediatricians, pathologists, police, children's social care and education.

3.5 The Designated Doctor for Child Death will take the strategic lead for the Joint Agency Response within Berkshire West and lead on arranging multiagency JAR meetings. The input at senior medical level in individual cases at the time of death will be from the consultant involved in the initial event (responsible consultant). For children from Berkshire West, where death occurs in an out of area locality, the acute hospital trust where the child died holds the responsibility for initiating a joint agency response and should follow their local JAR process and share the findings with Berkshire West team prior to a Child Death Review meeting and CDOP panel discussion. The out of area team should discuss the case with the Berkshire West Designated Doctor for Child Death during normal weekday working hours.

Berkshire West Designated Doctor for Child Death

Dr Ravi Kumar - Ravi.Kumar@royalberkshire.nhs.uk

0118 322 5111 – Main switchboard Royal Berkshire NHS Foundation Trust

During working hours Monday – Friday there is a single point of contact mobile number 07881330262 for unexpected child deaths in Berkshire West. This is a secure number to allow for messages to be left.

3.6 The Duty Detective Inspector for the Local Police area will lead for the Police on the initial response to Child Death. Subsequent enquiries will be led by the Local Police area Detective Inspector for the Child Abuse Investigation Unit and the Team Manager (referral and assessment) for the local authority.

3.7 Children found dead at home should usually be taken into the emergency department, not to the mortuary, and resuscitation should be initiated unless clearly inappropriate. There are situations where it is obvious that a body is beyond resuscitation and needs either to remain at the death scene for forensic purposes or to be moved to a mortuary. This will be a decision for the police in consultation with the Coroner.

3.8 On arrival in the emergency department, the parents/carers should be allocated a keyworker to care for them and be a main point of contact and internal procedures carried out to support the family during this distressing time should be followed as per protocol.

3.9 When death is confirmed, the responsible consultant should inform the parents/carers, and explain police and Coroner involvement and the need for a post-mortem examination.

3.10 As soon as possible after death is confirmed the child should be examined 'top to toe' by the responsible consultant together with the Duty Detective Inspector, the Detective Inspector for the CAIU or a delegated senior police officer. A careful history should be taken from the parents and the designated doctor for child death should be informed.

3.11 A set of investigative samples should be taken. Guidelines for medical management and post-mortem samples in the event of sudden unexpected infant/child death can be found in the RBNHSFT 'Sudden unexpected death of an infant, child or young person' protocol CG067 which is available on Trust intranet and as hard copy in the Emergency Department. Protocol CG067 is compliant with 'Sudden Unexpected Death in Infancy and Childhood, Multi-agency guidelines for care and investigation.' 2016 The Royal College of Pathologists endorsed by the Royal College of Paediatrics and Child Health.

3.12 In line with current practice, whether the child dies in hospital or elsewhere and is conveyed to hospital, the Consultant Paediatrician/ED Consultant and/or a senior nurse or doctor on behalf of the consultant should complete the proforma and action checklists in protocol CG067 that identify the information required, records the name of the an initial keyworker contact and ensures that parents, families and carers have been given information to help them understand and navigate the child death review process information. The checklist also lists the agencies that must be informed of the unexpected death. These include:

- I. Thames Valley Police (TVP)
- II. Children's Social Care, Berkshire Emergency Duty Team (EDT), Out of Hours or the child's local authority, Multi-Agency Safeguarding Hubs (MASH) 9am to 5pm, Mon to Fri.
- III. The coroner's officer on call

3.13 Further notification of the child's death, should be made to the Pan Berkshire Child Death Overview Panel (CDOP) via the eCDOP on-line portal:

<https://www.ecdop.co.uk/panberkshire/live/Public>

The Pan Berkshire Child Death Overview Panel Coordinator or Administrator can also be contacted within normal working hours with any queries relating to this notification process.

Lorna Tunstall Tel: 07850 209095- lorna.tunstall@bracknell-forest.gov.uk or lorna.tunstall@nhs.net

Anne Miller Tel: 01344 352912 – anne.miller@bracknell-forest.gov.uk

3.14 When a child goes directly to the mortuary the Designated Doctor for Child Death must be informed.

Berkshire West Designated Doctor for Child Death

Dr Ravi Kumar - Ravi.Kumar@royalberkshire.nhs.uk

0118 322 5111 – Main switchboard Royal Berkshire NHS Foundation Trust

During working hours Monday – Friday there is a single point of contact mobile number 07881330262 for unexpected child deaths in Berkshire West. This is a secure number to allow for messages to be left.

Key Worker/ support for the family

3.15 Supporting and engaging the families who have lost a child is of prime importance throughout the whole child death review process.

In Berkshire West, BOB ICB during the Child Death JAR meeting the most appropriate professional will be clearly identified to carry out this role; taking into consideration the circumstances of the child’s death and professionals who may already have a good working relationship with the family prior to the child’s death.

Figure 1: Likely Professionals to hold Keyworker role.

Context	Keyworker
Home Office Post Mortem or RTI	Family Liaison Officer
Neonatal and under 28 days	Bereavement Midwife
Already known to service	Children’s Community Nurse
Child or sibling < 5 years	Health Visitor
Otherwise	Decide in JAR (Joint Agency Response)

4. Investigation and information gathering

This section details the main investigations that may take place

4.1 Initial Multi-agency Process. After immediate decisions have been taken and notifications made, a number of investigation processes may then follow. They will vary depending on the circumstances of the case, and may run in parallel. The timescales of investigations will vary greatly from case to case. The learning arising from investigations will inform the child death review meeting.

4.2 Unexpected deaths. After immediate decisions and notifications have been made, a number of investigations may then follow. These include:

- Safeguarding Investigations
- Criminal Investigations
- Coronial investigation
- Early Joint Response Meeting (the next working day or by agreement with the police and the child's LA)
 - Serious Incident Investigation

4.3 Post-mortem examinations may be required in a number of cases, either as part of the coronial investigation or for medical reasons.

4.4 Which investigation process is necessary will vary depending on the circumstances of the individual case. They may run in parallel, and timeframes will vary greatly from case to case.

4.5 The Key worker will facilitate the family voice and keep them informed at all stages.

4.6 In deaths where there is more than one investigation the Berkshire West Designated Doctor for Child Death will act as the Case Manager to have oversight of procedures; ensuring that those involved are objective.

Joint Agency Response (JAR) Process

4.7 When the death is due to external causes, is sudden and there is no immediately apparent cause; where the death occurs in custody, or where the child was detained under the Mental Health Act or while deprived of their liberty by the state, the attending doctor should ensure that the coroner and police are notified and there should be a Joint Agency Response to the death. As soon as practicable, the Designated Doctor for Child Death must be informed of the death of a child.

4.8 The Joint Agency Response is most often triggered in the Emergency Department when a child or young person dies after transfer by 999 ambulance although it must be triggered in the same way when a child or young person dies unexpectedly in any setting, including at home, a Paediatric Ward, a Neonatal Unit, ICU or an Adult Ward.

4.9 The information shared, decisions made and actions agreed during the initial multiagency information sharing discussions must be recorded and shared with the professionals concerned.

4.10 The Joint Agency Response process should also be triggered when a child or young person with a life limiting/chronic illness dies unexpectedly. This would be unusual if there is an 'End of Life Plan' in place. In some cases it may be necessary to trigger a modified JAR process and early information gathering and sharing with the support of the Designated Doctor for Child Death

Gathering of multiagency information

4.11 A Joint Agency Response discussion about the circumstances of the unexpected child death between the Consultant Paediatrician/ED Consultant and Designated Doctor for Child Death should happen as early as possible ideally the next working day if the death occurs out of normal working hours Monday to Friday.

4.12 It is the responsibility of the Designated Doctor for Child Death to liaise with other the statutory agencies to make a joint decision whether or not to hold a multiagency Joint Agency Response meeting and to agree the timing of the initial case discussion meeting.

4.13 In the case of a child who is not usually resident in the Berkshire West area these discussions and any meeting will need to involve their home Local Authority and the relevant police force.

4.13 In Berkshire West please contact the Designated Doctor for Child Death Dr Ravi Kumar

0118 322 5111 – Main switchboard Royal Berkshire NHS Foundation Trust

During working hours Monday – Friday there is a single point of contact mobile number 07881330262 for unexpected child deaths in Berkshire West. This is a secure number to allow for messages to be left.

4.14 Please email brief details including the child's initials, DOB, DOD and who should be contacted and how e.g. mobile number, the next working day to gain more information, including a copy of the child's notes to:

Ravi.Kumar@royalberkshire.nhs.uk

and copy the following members of the RBFT Safeguarding Team

joanne.horsburgh@nhs.net

amanda.shearer@royalberkshire.nhs.uk

carrie.wilkins@royalberkshire.nhs.uk

4.16 The Designated Doctor for Child Death continues the Joint Agency Response discussion with CAIU and Children's Services to determine the most appropriate date/time, venue for an initial case discussion meeting.

4.17 If it is necessary to convene a face to face Joint Agency Response meeting this will usually be within 48 hours of the death depending on the circumstances of the death and the availability of relevant professionals.

4.18 In some cases where the cause of death is fully explained and no concerns have been identified through multi-agency discussion (for example after the unexpected death of a child with a life limiting condition), a face to face meeting may not be necessary.

Home visits

4.19 During this discussion, consideration should be given to the need for a home visit. This should usually take place in the case of sudden unexpected death in infancy. If a joint home visit by a health professional and

police officer is agreed, this should be undertaken, preferably within 24 hours of the death during working hours Monday to Friday or as soon as possible on the next working day if the death occurred during a weekend or on a bank holiday by the Berkshire Healthcare Foundation Trust (BHFT) rapid response home visit professional.

4.20 If a home visit is indicated, there is a Berkshire wide service provided by BHFT who can do these visits during normal working hours Monday to Friday or as soon as possible on the next working day if the death occurred during a weekend or on a bank holiday. This service is provided by a team of Children's Community Nurses with specific training, supported by the Designated Doctor for Child Death for Berkshire East.

BHFT Rapid Response Service telephone number 01628 632012 – in hours

4.21 In the event of an unexpected child death where the child does not die in a hospital setting and a home visit is indicated, the Duty DI, the Local Police Area, TVP should contact the Berkshire Rapid Response Service directly.

4.22 In the event of a Sudden Unexpected Death of an Infant (SUDI) in hospital and it is indicated that a home visit is required; on the next working day, the Duty DI, the Local Police Area, TVP should also contact the Berkshire Rapid Response Service directly to arrange for a visit to the family home.

4.23 During working hours, the Consultant Paediatrician is able to liaise directly with the Designated Doctor for Child Death, Berkshire East if needed.

4.24 A record of these discussions will be made and a record and report from any home visit will be made using standardised documentation available to the rapid response professionals. A copy of this report should be sent to the Designated Doctor for Child Death for the information to be shared with the multiagency team and forwarded to the Pathologist and Coroners Officer.

Decision to hold a health led Joint Agency Response meeting

4.25 The Designated Doctor for Child Death will make the decision to hold a health led Joint Agency Response meeting following a multi-agency discussion at the gathering information stage of the process (see above.)

4.26 A Joint Agency Response (previously referred to as the rapid response) meeting is arranged and chaired by the Designated Doctor for Child Death.

4.27 The following professionals are always invited to and asked to provide verbal or written reports to initial Health led Joint Agency Response meetings:

- Responsible Paediatrician
- Child Abuse Investigation Unit, Thames Valley Police
- Children's Social Care

- RBFT Safeguarding Team
- BHFT Safeguarding Team
- Midwife/Health Visitor/School Nurse
- South Central Ambulance Service
- Public Health Consultant for locality
- General Practitioner and Out of Hours GP Service if relevant
- Education (Head Teacher of Child's School or representative) if relevant
- Other relevant agencies e.g. CAMHS, Probation Service □ Berkshire West, BOB ICBSafeguarding Team

4.28 In Berkshire West, BOB ICB area:

- The Berkshire West, BOB ICB standard JAR meeting agenda template should be used to structure the discussions and confirm that the family is being supported appropriately with their keyworker as a main point of contact.
- Draft minutes will be circulated to attendees as soon as possible after the meeting
- Subject to corrections final minutes will be circulated and sent to the attendees, Coroner's Officer and the Head of Safeguarding Children (incorporating Designated Professional for Safeguarding and Children in Care) Berkshire West, BOB ICB Within 2 weeks after draft minutes are sent out
- All information collected and the standard data set should be shared with Berkshire Child Death Overview Panel by uploading it on the eCDOP portal.

Other Review Processes

4.29 If there are concerns about abuse or neglect contributing to the cause of death, leading to safeguarding concerns for surviving siblings, the child protection process, section 47 strategy meeting and any criminal investigation will take precedence over Joint Agency Response child death processes.

4.30 In these circumstances Children's Social Care have the responsibility for co-ordinating the overall safeguarding investigation and the police have responsibility for coordinating any criminal investigation. The role of the Designated Doctor for Child Death at this stage is to ensure all activity between agencies is carried out in a co-ordinated fashion.

4.31 If held, the Section 47 Strategy Meeting should take place within 24hrs of the death and the Consultant Paediatrician and/or Designated Doctor for Child Death should be invited. If the Designated Doctor for

Child Death is present at the Section 47 Strategy meeting an initial case discussion Health Led Joint Agency Response meeting may be held consecutively or concurrently and chaired by the Designated Doctor for Child Death.

4.32 If it is thought at any time that the criteria for a Child Safeguarding Practice Reviews (formerly SCRs) might apply, the Local Authority are responsible to inform Ofsted of a critical incident and

inform relevant personnel; for example the chair(s) and business manager of the relevant safeguarding board under multiagency safeguarding arrangements. Child Safeguarding Practice Reviews should be followed as per Berkshire Child Protection procedures.

<https://www.berkshirerwestsafeguardingchildrenpartnership.org.uk/scp/professionals/child-safeguardingpractice-reviews-formerly-scrs>

4.33 If it is thought at any time that the criteria for a mandatory single agency review of practice e.g. Serious Incident Requiring Investigation (SIRI) for health providers might apply, the Designated Doctor for Child Death should contact the relevant organisation. Any Serious Incident investigations, when initiated, inform the child death review process through providing a detailed analysis of patient safety incidents that may have contributed to the death by the way of a reporting form.

4.34 The coroner will decide if a post-mortem examination is to be carried out as soon as possible, preferably within 48 hours, by the most appropriate pathologist.

4.35 If the post mortem indicates death from abuse or neglect:

- The Police will commence a criminal investigation;
- Action will be taken to safeguard other children in the household
- The Berkshire West Safeguarding Children Partnership and relevant Local Authority must be notified, via the Strategic Partnership Manager mobile number 07921 934928
BWSCP@brighterfuturesforchildren.org

4.36 The post mortem report will be forwarded to the Designated Doctor for Child Death and the responsible consultant. Either (or both together) should discuss the results of the post mortem with the parents/carers at the earliest opportunity:

- If the Police have taken over as lead agency because of concerns over abuse or neglect then the role for, and conduct of such a meeting, will be discussed with them;
- If the post mortem findings are unclear or controversial the responsible consultant/Designated Doctor for Child Death and the Coroner/Police will discuss on a case by case basis;
- There may be further reasons not to hold a meeting, for example where the Inquest is to take place soon after the release of the post mortem report.

4.37 Inquest

The purpose of an Inquest is to determine

- Who has died
- When and where the death occurred □ How the cause of death arose.

4.38 HM Coroner in Berkshire decides if an Inquest is necessary for sudden unexpected death in childhood. It is at Inquest that the cause of death is agreed. The information shared as in the above paragraphs will contribute to this process.

4.39 In the case of SUDI it should be noted that if there are subsequent pregnancies the mother will be offered a referral to the Care of the Next Infant (CONI) programme at booking.

4.40 The parents/carers will receive written information advising that the child's death will be subject to a review by the Child Death Overview Panel (CDOP) in order to learn any lessons that may help to prevent future deaths of children. The parents may ask for and have a right to receive the minutes of any Health Led Joint Agency Response meeting (See Child Death Overview Panel Procedure)

4.41 If the child's family have any unanswered questions concerning the death the Designated Doctor for Child Death or the responsible consultant (or both) will meet them to answer their questions. If the family do not wish contact this may be done by letter.

4.42. All information collected and the standard data set should be shared with Berkshire Child Death Overview Panel by uploading it on the eCDOP portal.

5. Child Death Review Meeting

5.1 Although investigations following the death of a child will vary, every child's death should be discussed at a child death review meeting (CDRM). This is the final multi- professional meeting involving the individuals who were directly involved in the case.

5.2 It is the responsibility of the organisation where the child's death is declared to arrange the child death review meeting. Where a child has died at home, a Joint Agency Response would normally occur, and the Designated Doctor for Child Deaths would be responsible for arranging this meeting.

5.3 The CDRM meeting should take place as soon as is practically possible, ideally within three months, although serious incident investigations and the length of time it takes to receive the final post-mortem report will often cause delay. The child death review meeting may occur before the coroner's inquest and any child safeguarding practice review. They must occur before the CDOP review.

5.4 The nature of this meeting will vary according to the circumstances of the child's death and the practitioners involved, but have common aims and principles in all cases.

5.5 In Berkshire West Child Death Review meetings are held in the following formats:

- Quarterly multiagency final case discussion meetings prior to each Pan Berkshire CDOP meeting
- Individual CDRM utilising the Berkshire West CDRM meeting template
- Perinatal mortality review group meetings in the case of a baby who dies in a neonatal unit

- Hospital Mortality Review Meetings following the death of a child in hospital, or similar case discussion.

5.6 The Chair of each of these meeting is responsible ensuring that the details of each child death review meeting should be captured on a draft 'child death analysis form' (formally Form C) and uploaded to the eCDOP system.

6. Specific Situations

6.1 The Learning Disability Mortality Review Process (LeDeR) adheres to key principles of communication, cooperation, and independence when liaising with other investigation or review processes. The child death review process will be the primary review process for children with a diagnosed learning disability for children who die from the age of 4 years and over. In line with local arrangements, the LeDeR panel will be informed the death and it will not be necessary for the LeDeR programme to review each case separately. The local CDR Partners should report that death to local LeDeR panel and to the NHSE LeDeR programme at <https://leder.nhs.uk/report>

6.2 It is expected that the child death review process will be the primary review process for children with learning disability and that it will not be necessary for the LeDeR programme to review each case separately; the LeDeR will be able to receive appropriate information about the review from CDOP.

Deaths overseas of children normally resident in England

6.3 Arrangements must be made for the review of each death of a child normally resident in Berkshire West, including if they die overseas. When the death has taken place abroad, the Berkshire West Designated Doctor for Child Deaths and the Pan Berkshire CDOP Coordinator or Administrator will carry out the co-ordination role for all the agencies involved, including the Coroner and Foreign Office, to enable the review to take place.

Deaths of children in adult healthcare settings

6.4 A very small number of children (nearly always 16 and 17 year olds) die in adult intensive care units (ICUs), the deaths of these children are still subject to the child death review process and are subject to the same process and have the same rigor of review as all other children who die.

6.5 When a child dies in ICU, the responsible Consultant should refer to RBNHSFT 'Sudden unexpected death of an infant, child or young person' protocol CG067 which is available on Trust intranet, complete the ICU Patient Death checklist and ensure that the Designated Doctor for child deaths, the Named Nurse for Child Protection and other relevant agencies/professionals are notified e.g. the police and children's social care.

6.6 Child Death Review meetings for these children and young people will be coordinated and chaired by the Designated Doctor for Child Death using the JAR meeting agenda template to structure the discussions and confirm that the family is being supported appropriately with their keyworker as a main point of contact.

Suicide and self-harm

6.7 Child suicide should be reviewed in the same manner as other child deaths, with the following expectations:

- All deaths related to suspected suicide and self-harm should be referred to the coroner for investigation
- All deaths related to suspected suicide and self-harm will require a Joint Agency Response

Inpatient Mental Health settings

6.8 This applies to all children in inpatient mental health settings whether they are treated ‘voluntarily’ as informal inpatients or detained under the Mental Health Act 1983 (MHA). All deaths of Berkshire West children in inpatient mental health settings should be reported to the coroner and trigger a Joint Agency Response. When a child dies while detained under the MHA, the safeguarding practice review process is also initiated.

7. Useful Contacts:

For unexpected child deaths in Berkshire West there is a single point of contact mobile number 07881330262 held by the Designated Doctor for Child Death.

Name	Email	Contact
Berkshire West		
Dr Ravi Kumar Berkshire West Designated Doctor for Child Death	Ravi.Kumar@royalberkshire.nhs.uk	0118 322 5111 – Main switchboard RBNHSFT
Dr Andrea Lomp Designated Doctor for Child Protection Berkshire West BOB ICB	andrea.lomp@royalberkshire.nhs.uk	07899915718
Jane Bell, Designated Nurse for Safeguarding Children and Looked After Children (Interim) BOB ICB	jane.bell1@nhs.net	07467 339233
Jo Horsburgh Named Nurse Child Protection, Royal Berkshire Hospital NHS Foundation Trust,	joanne.horsburgh@royalberkshire.nhs.uk or joanne.horsburgh@nhs.net	0118 3228046 07795 266350
Amanda Shearer Named Midwife Child Protection Royal Berkshire Hospital NHS Foundation Trust,	amanda.shearer@nhs.net	07768752529
Ann Gordon Named Doctor for Child Protection Royal Berkshire	ann.gordon@royalberkshire.nhs.uk or ann.gordon1@nhs.net	0118 3227439 (Sec) 07795043782

Hospital NHS Foundation Trust,		
DI Rob Underhill, Berkshire West CAIU Thames Valley Police		07800702618
Sarah Hughes, Paediatric Consultant in Neurodisability Dingley CDC	sarah.Hughes@royalberkshire.nhs.uk	01183227531(1)
Kirsten Willis-Drewett SCAS Head of Operations or Ben Voller Clinical Operations Manager (Berkshire West)	Kirsten.Willis-Drewett@scas.nhs.uk Ben.voller@scas.nhs.uk	07803 760615 07769361344
Strategic Partnership Manager – Berkshire West Safeguarding Children Partnership (BWSCP)	BWSCP@brighterfuturesforchildren.org	
Reading, Brighter Futures for Children CSPoA	https://brighterfuturesforchildren.org/cs_poa_notification-form1/	0118 9373641 (Option 1)
West Berkshire Contact Advice Assessment Service (CAAS)	child@westberks.gov.uk	01635 503090
Wokingham Referral and Assessment Team	triage@wokingham.gov.uk	0118 908 8002
Berkshire Wide		
Social Care Emergency Duty Team (Out of Hours)	EDT@Bracknell-Forest.gov.uk	01344 786543
Rapid Response Nursing Service – BHFT (In Working Hours Monday to Friday)		01753 860441 BHFT switchboard, request Rapid Response nurse on call
Hannah Lyman Manager for Berkshire Rapid Response Service, BHFT	hannah.lyman@berkshire.nhs.uk	07814983173
BHFT Safeguarding Team (In Working Hours Monday to Friday)		07771 381369
South Central Ambulance Service (SCAS) Safeguarding Team	safeguarding@scas.nhs.uk or scas.safeguarding@nhs.net	0300 303 1224
Lorna Tunstall – Pan Berkshire Child Death Overview Panel (CDOP) Coordinator	lorna.tunstall@bracknell-forest.gov.uk or lorna.tunstall@nhs.net	07850 209095
Anne Miller – Pan Berkshire CDOP Administrator	Anne.miller@bracknell-forest.gov.uk	01344 352912

Berkshire Coroner's Office https://www.reading.gov.uk/life-events/deaths/coroners/berkshire-coroners-office/	Coroner@reading.gov.uk	0118 937 2300
---	--	---------------

8. References

Working Together to Safeguard Children, 2018 (chapter 5)

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/729914/Working_Together_to_Safeguard_Children-2018.pdf

Child Death Review Guidelines 2018

<https://www.gov.uk/government/publications/child-death-review-statutory-and-operational-guidanceengland>

Sudden unexpected death in infancy and childhood Multi-agency guidelines for care and investigation 2016

<http://www.nncdop.com/wpcontent/uploads/2016/12/Suddenunexpecteddeathininfancyandchildhoodreport.pdf>

Learning Disabilities Mortality Review (LeDeR) 2021

<http://www.bristol.ac.uk/sps/leder/https://www.england.nhs.uk/learning-disabilities/improvinghealth/mortality-review/>