

Responsibilities for sharing information between Registrars of births and deaths and Bromley Safeguarding Children Board.

Registrars of births and deaths are required by the Children and Young Persons Act 2008, with effect from 1 April 2009, to supply to Local Safeguarding Children Boards (LSCBs) information about the deaths of persons aged under 18 for which they have:-

- registered or re-registered the death,
- corrected or updated a death entry relating to someone under the age of 18 at the time of death regardless of when it was registered, or
- issued a Certificate of No Liability to Register where it appears that the deceased was or may have been under the age of 18 at the time of death.

The information is required to be sent no later than seven days from the date of registration, the date of making the correction/update or the date of issuing the certificate of no liability as appropriate.

Bromley process

1. The Registrar for deaths of children under the age of 18 will inform the Bromley Single point of contact of any child deaths within 7 days of the death being registered. The information must include all particulars of the death entered in the register. This will be in the form of a report from the registration On Line (RON) system.
2. In the event of any corrections to the death register, the Registrar will, within 7 days of the correction being made, inform the Single point of contact using the RON report.
3. The single point of contact (SPOC) is based at Quality Assurance in St Blaise.
Tel. 020 8313 4681 / 8461 7894
Fax. 020 313 4324
Email. Nicky.brownjohn@bromley.gov.uk / Jacqui.charlesworth@bromley.gov.uk

Deaths of children normally resident outside of the borough

For deaths of children within the borough but who are normally resident outside of the London Borough of Bromley, the Local Safeguarding Children Board for the area of the child's normal residence will need to be informed as well as the Bromley SPOC.

Contact details for the designated person or single point of contact for each local safeguarding children board is available on the Every Child Matters website at <http://www.everychildmatters.gov.uk/resources-and-practice/IG00351/>

Monitoring

On a twice yearly basis a report will be produced by the Registrar to confirm that all deaths have been reported.