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| Safeguarding Children Logo | Central Bedfordshire Safeguarding Children Board | LSCB new logo Nov 2008 |

**MULTI-AGENCY INFORMATION SUBMISSION FORM (revised January 2020)**

The ‘MA form’ can be located within each authority’s Local Safeguarding Children Board site and website via the below links:

**Luton**

<http://lutonlscb.org.uk/>

<http://lutonlscb.org.uk/child.html>

**Bedford**

<http://www.bedford.gov.uk/health_and_social_care/children__young_people/safeguarding_children_board.aspx>

<https://www.bedford.gov.uk/social-care-health-and-community/children-young-people/safeguarding-children-board/practitioners/child-sexual-exploitation/>

**Central Beds**

<http://www.bedfordshirelscb.org.uk/lscb-website/home-page>

<http://www.bedfordshirelscb.org.uk/lscb-website/professionals/child-sexual-exploitation>

**NOTE** - It is important that the **two** following areas are addressed when completing the Form:

* Under **INFORMATION** please, at the beginning \*, provide some brief words identifying the perceived risk or concern. This provides CIB Intell and the MASH with a recording purpose and assists with the onward dissemination of your information.

**e.g.** “This form has been submitted due to ‘A’ being a child looked after, who regularly goes missing and is believed at risk of exploitation, both sexual and criminal. Previous information has been submitted in relation to ‘A’ and their associates”

* **This form is also audited** by your organisations, in order to fully reflect from where the submission has originated it is important that the **ORGANISATION / DEPARTMENT / ROLE** titles are all completed in order to reflect that organisation and individual’s submission(s).

The Email addresses for the relevant MASH or Integrated Front Door, as well as CIB Intelligence remain current. The Beds Police Central Intelligence Bureau telephone number **(01234 842777)** is on the MA Form to provide another avenue of submission or to allow for any general enquiries surrounding the submission of information in general.

The relevant email addresses are:

* [**cibintel@bedfordshire.pnn.police.uk**](mailto:cibintel@bedfordshire.pnn.police.uk)
* [**AccessReferral@centralbedfordshire.gov.uk**](mailto:AccessReferral@centralbedfordshire.gov.uk) **(Central Beds)**
* [**infosubmission@bedford.gov.uk**](mailto:infosubmission@bedford.gov.uk) **(Bedford Borough)**
* [**mash@luton.gov.uk**](mailto:mash@luton.gov.uk)(**Luton)**

It remains strategically important that multi-agency partners and practitioners are aware of the existence of this form and manager’s, and partnership leads, are encouraged to ensure that the communication and education processes regarding locating and utilising the form continue.

**REMEMBER**

**THE M.A. FORM IS NOT A SUBSTITUTE FOR ANY SAFEGUARDING REFERRAL AND SHOULD NOT BE USED AS SUCH. REFERRALS SHOULD CONTINUE TO BE SUBMITTED INDEPENDENTLY TO THE RELEVANT SAFEGUARDING HUBAND CONSIDERATION GIVEN TO AN INFORMATION FORM ALSO BEING SUBMITTED, TO THE POLICE, IN SUPPORT OF THE REFERRAL.**