



Haringey Council

NOTICE OF MEETING

Children's Safeguarding Policy and Practice Advisory Committee

MONDAY, 4TH OCTOBER, 2010 at 19:30 HRS - CIVIC CENTRE, HIGH ROAD, WOOD GREEN, N22 8LE.

MEMBERS: Councillors Amin, Corrick, Davies, Hare, McNamara and Rice (Chair)

AGENDA

1. APOLOGIES FOR ABSENCE

2. URGENT BUSINESS

The Chair will consider the admission of late items of urgent business. Late items will be considered under the agenda item they appear. New items will be dealt with at Item 11 below.

3. DECLARATIONS OF INTEREST

A member with a personal interest in a matter who attends a meeting of the authority at which the matter is being considered must disclose to that meeting the existence and nature of that interest at the commencement of the consideration, or when the interest becomes apparent.

A member with a personal interest in a matter also has a prejudicial interest in that matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgement of the public interest.

4. MINUTES (PAGES 1 - 6)

To consider the minutes of the meeting held on 29 June 2010.

5. TERMS OF REFERENCE (PAGES 7 - 8)

To consider the terms of reference for the committee for the municipal year 2010/11.

6. HARINGEY SAFEGUARDING CHILDREN BOARD (PAGES 9 - 12)

Feedback and information from the Chair's and independent member's attendance at the Haringey Safeguarding Children Board.

7. TRANSITION FROM CHILDREN'S SERVICES TO ADULT SERVICES (PAGES 13 - 20)

The committee to consider the scrutiny review into the transition of young people with assessed needs , from children's services to adult services in Haringey.

8. COMMON ASSESSMENT FRAMEWORK (PAGES 21 - 24)

To inform the committee about the implementation of the Common Assessment Framework in Haringey.

9. EXCLUSION OF PRESS AND PUBLIC

That the press and public be excluded from the meeting for consideration of the items below as they contain exempt information as defined in Section 100a of the Local Government Act 1972(as amended by Section 12A of the Local Government Act 1985); paras 1&2 ;namely information relating to any individual , and information likely to reveal the identity of an individual.

10. CAF AUDIT OF CASES (PAGES 25 - 36)

To consider a report back on the audit of common assessment frameworks which has been completed by the independent member of the committee.

11. ANY OTHER BUSINESS

Date of next meeting 15 November 2010

Ken Pryor
Deputy Head of Local Democracy and Member
Services
5th Floor
River Park House
225 High Road
Wood Green
London N22 8HQ

Ayshe Simsek
Principal Committee Coordinator
Tel: 0208 489 2929
Fax: 0208 489 2660
Email: ayshe.simsek@haringey.gov.uk

This page is intentionally left blank

MINUTES OF THE CHILDREN'S SAFEGUARDING POLICY AND PRACTICE ADVISORY COMMITTEE

TUESDAY, 29 JUNE 2010

Councillors *Rice (Chair), *Amin, Davies, Hare and *McNamara

Independent Member *Hilary Corrick

MINUTE NO.	SUBJECT/DECISION	ACTION BY
CSPPAC.01	<p>APOLOGY FOR ABSENCE (Agenda Item 1)</p> <p>An apology for absence was submitted by Councillor Davies.</p>	
CSPPAC.02	<p>MINUTES (Agenda Item 4)</p> <p>RESOLVED:</p> <p>That the minutes of the meeting of the Committee held on 25 March 2010 be confirmed and signed.</p>	HLDMS
CSPPAC.03	<p>TERMS OF REFERENCE (Report of the Assistant Chief Executive- People and Organisational Development - Agenda Item 5)</p> <p>We noted that when the Committee was established in April 2009 it had been agreed that its terms of reference would be the subject of a review by the Cabinet Member for Children's Services after one year's operation and that the views of the Committee had been invited.</p> <p>We also noted that as the membership of the Committee had, with the exception of the Independent Member, changed completely Members were of the view that they should be given more time to consider the Committee's purview before commenting. In this context we were reminded of the view of the Committee which had been reported to the Cabinet that its reporting mechanisms and influence should be higher within the Council structure and to this end it should report direct to full Council to ensure that information was better disseminated to all Councillors.</p> <p>It was confirmed that the quorum of the Committee was three.</p> <p>RESOLVED:</p> <p>That consideration of the report be deferred to the next meeting of the Committee.</p>	HLDMS
CSPPAC.04	<p>ROLE OF THE ADVISORY COMMITTEE AND THE INDEPENDENT MEMBER (Report of the Independent Social Work Consultant and Independent Panel Member - Agenda Item 6)</p> <p>We noted that the Committee had been established to enable a more</p>	

MINUTES OF THE CHILDREN'S SAFEGUARDING POLICY AND PRACTICE ADVISORY COMMITTEE

TUESDAY, 29 JUNE 2010

	<p>detailed examination of the work of children's services and ensure that Members had some understanding of key child protection issues. Also to ensure that Members had confidence in the safeguarding arrangements and practice in Haringey and had developed a range of questions which enabled them to consider all aspects of safeguarding and which could be shared with other Members. In addition to the background information and details of the work undertaken by the Committee to date and the role of the Independent Member.</p> <p>With regard to future work plans, we asked that in addition to the suggestions contained in the paper a report be submitted to the Committee on the Central Government's proposals in relation to the work of children's services including the possible abolition of Children's Trusts and the implications this might have.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That approval be granted to a future work programme for the Committee comprising the following elements – <ul style="list-style-type: none"> • The role of the Common Assessment Framework and an audit of all the cases referred to the Common Assessment Framework Panel on a particular date in June so that the cases might be reviewed at our October meeting; • The relationship between Children and Adult Social Care Services, particularly in respect of young people who had been the subject of child protection plans and were vulnerable young adults; • An audit of children known to the police as living in households where domestic violence was a feature. 2. That, in addition to the elements set out in 1 above, officers be requested to bring forward briefings about the new First Response arrangements and joint work with other agencies. 3. That the Committee also receive briefings about assessment and the child protection and safeguarding agenda from the Independent Member and other relevant professionals. 	<p>DACCS</p> <p>DACCS</p> <p>DACCS</p> <p>DACCS</p>
<p>CSPPAC.05</p>	<p>SAFEGUARDING AND SUPPORT (Report of the Head of Service Safeguarding and Support - Agenda Item 7)</p> <p>We received a presentation and noted that children's services across the country had experienced an increase in the number of children and young people subject to Child Protection Plans but that the increase had been particularly acute in Haringey.</p> <p>We were informed that 117 children under 5 were subject to Child Protection Plans in the Borough and they were particularly vulnerable</p>	

MINUTES OF THE CHILDREN'S SAFEGUARDING POLICY AND PRACTICE ADVISORY COMMITTEE

TUESDAY, 29 JUNE 2010

	<p>due to their age and development. Over 300 children and young people were subject to Child in Need Plans and the plans for these children and young people were managed through multi-agency reviews by workers within the Safeguarding and Support Service. Where any child or young person was subject to a Child Protection Plan or Child in Need Plan and their circumstances changed so as to place them at risk of significant harm, social workers in the service worked with the Council's Child Care Legal Team and the Police to ensure they were protected including by removing them from the parents where necessary.</p> <p>We also noted the structure of the teams in Safeguarding and Support and that the teams worked with other agencies across the Borough, especially Community Midwifery, Health Visiting, Police and schools to ensure children and young people were safe and had the right services delivered at the right time. We were further informed that a range of procedures had been implemented to support practitioners and managers within the service and that audit and quality control processes were in place to ensure best practice and management oversight were carried out across all cases.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That the report be noted and a further update be brought back to the Committee in six months time. 2. That Committee Members be provided with a copy of the presentation. 	<p>DACCS</p> <p>DACCS/ HLDMS</p>
<p>CSPAC.06</p>	<p>FIRST RESPONSE (Report of the Head of Service, First Response - Agenda Item 8)</p> <p>We received a presentation and noted the service provided by First Response and the process by which referrals relating to Children and Young People living in Haringey and believed to either be in need of support or at risk of harm were managed and the appropriate action taken.</p> <p>With regard to current referral rates and workload, we received tabulated information for 2009/10 with comparisons carried out with three inner London boroughs which had revealed that compared with our statistical neighbours Haringey received a high number of contacts into the service. The relatively low percentage shown that moved to referral related to a high number of police reports received which did not meet the threshold for children's social care. We asked that officers supply Committee members with details of the threshold guidance.</p> <p>We also noted that the low annual conversion rate from referral to assessment reflected the significant amount of backlog work undertaken in 2009/10 and demonstrated the sustained improvement</p>	

MINUTES OF THE CHILDREN'S SAFEGUARDING POLICY AND PRACTICE ADVISORY COMMITTEE
TUESDAY, 29 JUNE 2010

	<p>in the service over the year with the conversion rate from referral to assessment standing at 61.2%.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That the report be noted. 2. That Committee Members be provided with a copy of the presentation 	DACCS/ HLDMS
CSPAC.07	<p>DATES OF FUTURE MEETINGS</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That the dates of Committee meeting dates for the 2010/11 municipal year be noted. 2. That officers, in consultation with the Chair, explore the possibility of bringing forward the next scheduled meeting from 4 October to a date in September 2010. 	HLDMS
CSPAC.08	<p>OTHER BUSINESS</p> <ol style="list-style-type: none"> a. Local Safeguarding Children Board Meetings <p>In response to a question about possible attendance by Committee Members at meetings of the Local Children Safeguarding Board, Hilary Corrick indicated that she would seek clarification of the position from Sarah Peel (LSCB Training Officer). Hilary Corrick indicated that she would also check and advise on the date on which the Overview and Scrutiny Committee would be reviewing child protection.</p> b. Next Meeting <p>That the next meeting be given over to the role of the Common Assessment Framework and an audit of all the cases referred to the Common Assessment Framework Panel on a particular date in June and that Alison Botham (Chair of the CAF Panel) be invited to attend.</p> 	Hilary Corrick DACCS/ HLDMS

The meeting ended at 21:00 hours.

REG RICE
Chair



Haringey Council

Briefing for:	Children's Safeguarding Policy and Performance Advisory Committee
Title:	Terms of Reference
Lead Officer:	Carolyn Banks
Date:	29 June 2010

1. To consider the terms of reference for this body for the Municipal year 2010/11

2. Background information

When this Committee was originally set up in April 2009 it was agreed that its terms of reference would be the subject to a review by the Cabinet member for Children and Young People after one year in operation. Accordingly the Cabinet Member has requested that this meeting consider the terms of reference for the Committee.

3. Summary

The Cabinet at its meeting on 15 June agreed the membership and the terms of reference as follows:-

Proposed Membership:

Councillor Rice
 Councillor Amin
 Councillor McNamara
 Councillor Davies
 Hilary Corrick (Non-Councillor Member - appointed by the Panel)

Quorum:



Haringey Council

The quorum will be three members.

Terms of Reference:

- To examine and consider the effectiveness of the Council's policies and practice, including policies and practices in schools, children's homes and children's centres, relating to the safeguarding of children.
- To examine and consider the effectiveness of the arrangements for co-operation on child protection matters between partner agencies.
- To consider the Council's policies and performance relating to safeguarding through observing practice in Haringey and obtaining the views of key stakeholders (staff, families and children /young people) to attain a qualitative understanding of safeguarding practice.
- To make recommendations on these matters to the Cabinet or Cabinet Member for Children and Young People and Director of Children and Young People's Service in taking forward improvements to safeguarding of children.

The Chair will determine the Committee's procedures and the means for conveying the Committee's views to the Cabinet but, in the event of any dispute, the outcome will be determined by the majority vote of the Committee's membership with the Chair having a casting vote.

4. Recommendation

That consideration be given to the current terms of reference and whether any changes should be recommended to Cabinet.



Haringey Council

Briefing for:	Children's Safeguarding Policy and Performance Advisory Committee
Title:	Haringey Safeguarding Children Board
Report by:	Councillor Reg Rice and Hilary Corrick
Date:	4th October 2010

1. INTRODUCTION

At the first meeting of the new Children's Safeguarding Policy and Performance Advisory Committee on 29th June 2010, members received a presentation from Sarah Peel, the Safeguarding Board Manager, about child protection and the role of the Safeguarding Board. Members requested permission to visit the Board and observe a meeting.

The Independent Board Chair, Graham Badman, agreed that members could observe the Board but only two members at any one meeting.

Councillor Rice, Chair of the Children's Safeguarding Policy and Performance Advisory Committee, attended the next meeting on 21st July with Hilary Corrick, the independent member of the Committee.

2. BACKGROUND

The Local Safeguarding Children Board (LSCB) is the key statutory mechanism for agreeing how the relevant organisations in each local area will cooperate to safeguard and promote the welfare of children in that locality, and for ensuring the effectiveness of what they do. The functions of an LSCB are set out in primary legislation and regulations.

The Board has wide scope to ensure that there are mechanisms in place to identify and prevent abuse and neglect wherever it occurs, and that children grow up in circumstances consistent with safe and effective care; to ensure that work is undertaken to safeguard and promote the well being of children in particularly vulnerable groups, such as children in families with no



Haringey Council

recourse to public funds; and that work is undertaken with children who have been abused.

LSCBs have a number of very specific functions, such as awareness raising for the general public, analysing information about all child deaths in a local area, undertaking reviews of cases where abuse or neglect are thought to be a factor in a child's death or serious injury.

the role of the LSCB is complementary to that of a local Children's Trust Board.

2. OBSERVATIONS

This was a two hour meeting. There are 33 members of the Board, and although several of the members were not present, it was still a very large meeting, with wide representation from health services, the police, CAFCASS, voluntary sector and the probation service, as well as the local authority. The local authority has representatives from the Chief Executive's service, housing, legal services, schools, and children and young people's services, including the Director and the Assistant Director, Safeguarding.

The agenda was also wide, including updates on the three Serious Case Reviews, and feedback from the five sub-groups:

- Best Practice Delivery
- Quality Assurance/ Practice Review
- Policy Watchdog
- Domestic Violence
- Training and Development

There was a discussion on how the Boards of London LSCBs are funded and a presentation from the Gangs Action Group.

3. ISSUES OF INTEREST TO THIS COMMITTEE

There was an interesting discussion about the Government's commitment to making available to the public the full detail of the original and the subsequent Serious Case Review on Baby P. They were proposing to publish it in July this year. The Chair, Graham Badman was meeting key officials in the Department for Education later that day.

There was a discussion about the new child protection training programme for staff and volunteers in all agencies across Haringey which have any contact with children, and it was noted that councillors were not specifically identified as invited to any of this training. The Board Manager said that training has been set up especially for Councillors but that the wider training programme would be circulated to them.

It was noted that the Board is putting on a Conference on 22nd September at the Professional Development Centre. Although places are limited it is hoped that some places will be made available for members of this Committee.



Haringey Council

The next meeting of the LSCB is to be held on 29th September. Two members of this Committee may attend that meeting as observers.

This page is intentionally left blank

Briefing for:	Children's Safeguarding Policy and Performance Advisory Committee
Title:	Transition from Children's Services to Adult Services
Lead Officer:	Hilary Corrick, Independent Social Work Consultant, and Independent Committee Member
Date:	4th October 2010

1. Background

1.1 The Overview and Scrutiny Committee commissioned a "task and finish" review into the transition of young people with assessed needs, from children's services to adult services in Haringey as part of their 2009/10 work programme.

1.2 Young people who receive children's services may continue to need services when they are adults. This will involve transferring responsibility for assessing needs and providing services from children's to adults' services. The process of transfer is referred to as 'transition'. This transition needs to be planned to manage the process from children's services to adult services as smoothly as possible.

1.3 Successful transition planning is crucially dependent on collaboration between children's and adult services. Well planned transition improves clinical, educational and social outcomes for young people. Transition should be viewed as a procession and not as a single event.

1.4 Haringey has a well established multi-agency approach to transition planning involving young people and their parents/carers, education and health professionals, Connexions (Personal Advisors) the Disabilities team and many others. The transition plan is initiated at the young person's 14+ transition review. It identifies the steps to be taken to address the young person's needs on leaving school and is updated at each subsequent review meeting until such time as the young person leaves school.

1.5 The review was undertaken by Councillors Adje, Allison and Newton (Chair) on behalf of the Overview and Scrutiny Committee. It is a very comprehensive report, and the Executive Summary is attached to this report.

1.6 The Overview and Scrutiny Committee accepted the report at their meeting of the 15th March 2010, and approved the recommendations.

1.7 The report focuses on the needs of disabled young people moving from Children's Services to Adult Services and identifies the need to improve transition for young people with Additional Needs, Learning Difficulties and Disabilities, including young people with special educational needs but without a statement, young people with mental health difficulties and young people leaving care.

2. Implications for the Children's Safeguarding Policy and Performance Advisory Committee

2.1 The Executive summary of the report is attached to this report.

2.2 This Committee has been concerned about the protection of vulnerable young adults who may not have specific disabilities, health needs or be care leavers, but may have been subject to child protection planning as young people. They may reach adulthood susceptible to abuse and exploitation, either as victims or perpetrators.

3. Recommendations

3.1 That this Committee acknowledges the excellent review of Transition in Haringey undertaken by the Overview and Scrutiny Panel.

3.2 That this Committee commissions an audit of outcomes for young adults who were subject to child protection planning as young people.

Appendix 1: Scrutiny Review of Transition from Children's Services to Adult Services

Scrutiny Review of Transition from Children's Services to Adult Services



WWW.HARINGEY.GOV.UK

A Review By the Overview and Scrutiny
Committee
March 2010





Haringey's Children's and Young People and Adults' Services and its partners are providing an invaluable service to children transferring from Children's Services to Adult Services. It is vital that the structures and services are in place to support young people who are going through this process, allowing them to achieve their full potential and lead fulfilling lives.

Councillor Martin Newton (Chair of the Review Panel)

Members of the Transition from Children's Services to Adult Services review panel:

Councillor Adje
Councillor Allison
Councillor Newton (Chair)

For further information and a copy of the full report contact: Sharon Miller

Principal Scrutiny Support Officer
Overview & Scrutiny
7th Floor, River Park House
High Road, Wood Green
London N22 4HQ
Tele: 020 84489 2928
Email: Sharon.miller@haringey.gov.uk



Haringey Council

1.0 EXECUTIVE SUMMARY

- 1.1 Transition from Children's to Adult Services has become an important issue in recent years. The National Service Framework for Children, Young People and Maternity Services highlighted the importance of ensuring safe and effective transition throughout children's services but also dedicates a standard to growing up into adulthood. Government policy emphasises that this is not solely a matter for healthcare professionals, since long-term conditions also have important educational, social and financial implications.
- 1.2 Successful transition planning and programmes are crucially dependent on collaboration between children's and adult services. Well planned transition improves clinical, educational and social outcomes for young people. Transition should be viewed as a procession and not as a single event.
- 1.3 Implementing improved transition involves: recognition of the importance of the process; adequate consultation with professionals and users; flexibility in the timing of transition; a period of preparation for the young person and family; information transfer; monitoring of attendance until the young person is established in the appropriate adult oriented service.
- 1.4 Haringey has a well established multi-agency approach to transition planning involving young people and their parents/carers, education and health professionals, Connexions (Personal Advisors) the Disabilities team and many others. The transition plan is initiated at the young persons 14+ transition review as outlined in the Special Educational Needs (SEN) Code of Practice. The Transition Plan identifies the steps to be taken to address the young person's needs on leaving school and is updated and amended at each subsequent review meeting until such time as the young person leaves school.
- 1.5 Haringey's Children and Young People and Adults' Services have identified the need to further improve transition for young people with Additional Needs, Learning Difficulties and Disabilities, including young people with special educational needs but without a statement, young people with mental health difficulties and young people leaving care. There is also a need to ensure all planning reflects the National Transition Programme to raise standards and to learn from best practice identified through this process and also the Personalisation agenda. Greater emphasis also needs to be placed on the key roles young people and their families, separately and jointly have in this agenda.



Haringey Council

2.0

RECOMMENDATIONS

The Learning and Skills Council proposed changes to funding arrangements

The Panel was made aware that the Government has accounted, as part of the machinery of government changes, that 16-18 funding for sixth forms and colleges will be delivered through local authorities in the future, subject to consultation and the passing of the necessary legislation. In the interim, the Learning and Skills Council will remain responsible in law and practice for the allocation of funds to all forms of post 16 education and training together with other higher education. The panel made the following recommendations:

Recommendation 1

The Council should take the lead and control on the way in which the money is spent especially if this is not ring-fenced.

Recommendation 2

The Council should lobby central government to ensure ring fencing of funds especially as this could have an adverse impact on adult social care in terms of day service provisions.

Recommendation 3

My service at 18: My Service at 18 has now been established as a joint strategic transition planning group between the Children and Young People's Service and the Adults Learning Disability Partnership. The new strategic group comprises wide representatives from Statutory and voluntary services, parents and providers. The panel **recommend** that the Adult Outreach Team (Connexions Service) and Youth Offending Teams should be included in the list of key agencies.

Recommendation 4

Work with Health: The panel recommends that the work with health is further developed with particular emphasis on pathways for young people with mental health issues.

Recommendation 5

Linking services: The panel learned of the difficulties experienced by some families in understanding the complexities of the transition process and felt that a dedicated officer who could work with Children and Young People Services (C&YPS), Adult and Community Services (ACS) and Health Services would help mitigate the inherent problems of the transition from one service to another and **recommend** that there is a dedicated transition family support operating jointly within C&YPS Adult and ACS and Health Services with responsibility to oversee all departments in co-ordinating the transition process for each young person.



Haringey Council

Recommendation 6

Improving information: Children and Young People's Services should ensure that all agencies working with the transition of young people should be involved in the production of an information pack or directory around "Transitions and moving from children's services to Adult Services - easy guide for service users and Carers" to cover all agencies; services and support available; details of where to go for support and what should be provided including out of borough provisions.

Recommendation 7

Children and Young People's Services should develop user-friendly non - corporate web pages, dedicated to the transition of young people, providing information for users and carers about services, networks and options available to them.

Recommendation 8

Children and Young People's Services should ensure that improved and efficient working exists between departments ensuring joint team training, meetings and better sharing/use of data.

Recommendation 9

It is apparent that the transition team is a small unit with two workers dealing with large numbers of clients with complex needs in addition to carrying out eligibility assessment for clients who might have support needs. It is important to build capacity within the transition team to support clients.

Recommendation 10

Employment & Training: It is apparent that there is a lack of employment opportunities for young people with special educational needs as they make the transition from C&YPS to ACS. The council need to be proactive in creating employment opportunities and work experience placements for those young people who need them. The panel **recommend** that Human Resources Services in Haringey should consider an employment quota system for young people with learning difficulties; mental health issues and with physical disabilities to ensure employment sustainability either internally or with partners.

Recommendation 11

The panel **recommend** that the Council should consider training those who are leaving care to work within the care profession e.g. within children homes; in the NHS, Colleges and Voluntary Sector. This would enhance their aspirations and would also act as an incentive and as role model, especially for those in transition.

Recommendation 12

Connexions Services: Children and Young People Services should ensure that improvements are made to communication protocol between all agencies to establish clear lines of responsibilities particularly for out of hours provisions.



Haringey Council

Connexions Services, adult career services, health services and Jobcentre Plus need to cooperate fully to support individual young people and offer access to advice and signposting.

Recommendation 13

The panel **recommends** that in accordance with the transition protocol there should be an integrated approach to minimise duplication of assessment activities together with closer working and better sharing of information between services. This would streamline services and reduce the level of duplication, ensuring greater utilisation of scarce resources.

Recommendation 14

The panel acknowledged that some issues might be addressed through the Common Assessment Framework they nevertheless **recommend** a review of the multi-agency assessment tools to minimise duplication whilst capturing all aspects of an individual's life, to determine education, physical, emotional and social needs.

Recommendation 15

Representatives from connexion Services expressed frustration at the length of time taken to receive response from Council Departments. It **recommends** that all council departments adhere to the minimum standards for responding to enquiries in line with the Council's Customer Care Charter.

Recommendation 16

Strategic & Community Housing Services: The panel **recommend** that SCHS ensure that specific monitoring arrangements are in place to identify young people in transition, by ensuring dialogue is in place with colleagues in Adult Social Care to identify and capture specific needs of those in transition.

Recommendation 17

The panel **recommend** that SCHS ensures that the remit of the North London Sub-Regional meeting on Housing and Social Care issues be expanded to include the needs of young people in transition.

Recommendation 18

The panel **recommend** that Strategic Community Housing Services put proactive measures in place between Children's Adult and Housing so that access and referrals can be improved and streamlined. This will lead to enhancement of services provided to those in transition, thus minimising the number of clients who are not benefiting or accessing services.

Recommendation 19

The panel recommend that Children's and Adult Services work closely with Central Procurement Team to produce robust tender specifications in order to commission quality services at a reduced price.



Haringey Council

Briefing for:	Children's Safeguarding Policy and Performance Panel
Title:	Common Assessment Framework
Lead Officer:	Alison Botham
Date:	September 2010

1. Introduction

This report is to inform the Panel about implementation of the Common Assessment Framework in Haringey.

2. Aims

The Common Assessment Framework (CAF) for children and young people is a standardised approach to conducting an assessment of a child's additional needs. It can be used by practitioners across Children's Services in England, and is essentially a tool for identifying a child's needs and what is working well in their life, then putting in place a plan to make sure they get the support they need. The CAF is voluntary, and both the assessment and the resulting action plan must be agreed by the parent/carer and/or the child or young person.

In Haringey, CAF's can be undertaken by a range of practitioners working with children and young people including teachers and health visitors. As such it is completed by a professional who knows the child well.

CAF assessments aim to support children with some additional needs within their community and using resources available in that community. Some children may require additional resources and these are accessed through the fortnightly CAF Panel meetings.

Resources could include a nursery placement, speech and language therapy or Child and Adolescent Mental Health intervention. In keeping with Haringey



Haringey Council

CYPS agreed thresholds, this intervention will incur a level 2a, 2b and 3 and therefore prior to or subsequent to social work intervention.

3. Process:

Professionals are advised to contact the CAF team before they do a common assessment, in order to check if a common assessment already exists, and find out if the child or young person has a lead professional or other practitioner undertaking the lead role in line with statute or best practice, such as a social worker.

The parent and or the child/young person will meet with an involved professional or practitioner to gather and record onto a CAF form the child and family's strengths and needs before submitting a CAF assessment. Parents are required to give their written consent on a CAF assessment before the form is submitted to the CAF team.

In Haringey all CAF assessments are submitted to the Haringey CAF team. On receipt of the CAF, the information will be uploaded onto the CAF database and cross referenced with Haringey's Social Care case management system. The CAF manager reviews the CAF and any supporting information. Where necessary, the CAF manager will contact the referrer to request any further information or to clarify any aspect of the assessment that is unclear.

If the CAF indicates any need for potential social care involvement, the CAF manager will liaise with the First Response Screening Manager. In a small number of cases, this will result in a recommendation that the case is allocated for a social care assessment. The majority of cases received will be added to the agenda of the next CAF panel.

CAF panels consist of representatives from a range of services including both universal, and those that provide targeted and specialist support for children and young people.

4. CAF panel:

CAF panel occurs every 2 weeks and considers between 30 and 39 requests for services. The panel is chaired by a Network Head and consists of the CAF Manager and senior managers from Speech and Language Therapy, Education Welfare, Education Psychology, Child and Adolescent Mental Health (CAMHS), Child Protection Health Visitors, Youth Service, Youth offending Team and children's social care. The benefits of this approach are that each CAF has senior multi agency scrutiny.

The role of the CAF panel is to:



Haringey Council

- endorse and agree CAF action and delivery plans, including agreeing the involvement of additional services
- provide consultation and advice to universal settings and targeted services about the best way to meet a child or young person's needs
- identify where parents, carers and other family members may need additional specific support to meet the child or young person's needs
- ensure effective liaison and communication with agencies and services (including voluntary and community sector organisations) not represented at the forum, but relevant for a particular child or young person
- agree the Team Around the Child
- designate the lead professional
- provide a framework for implementing the CAF Quality Assurance framework
- review the implementation of individual delivery plans

Each case is considered and, if appropriate, resources allocated. Resources include:

- Request for Statutory Assessment of Special Educational Needs
- Educational Psychology Service
- Education Welfare Service
- Early Years Speech and Language Therapy
- Speech, Language and Communication Service
- Behaviour Support Team (Primary)
- Behaviour Support Team (Secondary)
- Supporting Teenage Parents Team
- Drugs Education Vulnerable Young Persons' Worker
- Pupil and Family Mediation
- Family Support Workers
- Child Development Centre
- Occupational Therapy
- On Track (YOS Early Intervention and Prevention)
- Tuition (under medical needs) Service
- Pupil Support Centre(s)
- Child in Need nursery places
- Early Intervention nursery places
- CAMHS

Feedback is given to the professional who undertook the CAF and more information sought if required. For children and young people with complex



Haringey Council

needs the panel may also recommend that a Team Around the Child (TAC) meeting is convened and a Lead Professional identified.

5. Team Around the Child:

The Team Around the Child consists of parents/ carers, key professionals and the child /young person where appropriate. The aim of the TAC is to alleviate many of the problems and frustrations experienced by children and their families. This includes:

- Numerous lengthy meetings with different professionals where information needs to be repeated.
- Lack of coordination
- Not knowing who to talk to
- Receiving conflicting and confusing advice
- Difficulties in accessing specialist help
- For professionals it aims to ensure that referral information is up to date and information is shared in a timely manner with shared goals and coordinated services.
- Reduce overlap and inconsistency in the services received.

6. Lead Professional:

A Lead Professional is someone who takes the lead to co – ordinate provision for a child and their family. The person acts as a single point of contact when a range of services are involved with that child and their family and an integrated response is required.

The Lead Professional acts as a single point of contact for the child and their family, who they can trust and who can engage them in making choices, navigating their way through the system and effecting change.

The Lead Professional co – ordinate the delivery of the actions agreed by the practitioners involved to ensure that children and their families receive an effective service which is regularly reviewed. These actions will be based on the outcome of the assessment and recorded on the plan.

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is exempt

This page is intentionally left blank