

## **Quality standards and Practice Guidance for writing a Review Child Protection Conference Social Work Report**

### **Quality standards**

1. The report should be written, and **seen by the social worker's manager**, at least three days before the Review Child Protection Conference and management comment added.
2. The report must be shared with both parents/carers two days before the Child Protection Conference, and their views added, unless there is a clearly recorded reason for not doing so. It should be recorded in observations that the report has been shared with parents. The report is then signed off by the social worker's manager.
3. Consideration should be given to sharing the report with young people who are the subject of the Child Protection Conference where this is appropriate to their age and understanding.
4. The report should include the most up to date Plan and progress made with implementing it, from the most recent Core Group meeting.
5. Additional risks, which have been identified by the Core Group can be added to the Plan in the Review Report, for further discussion at the Conference.
6. No risks should be deleted from the Child Protection Plan within the Review Report. This can only be done by the Chair once discussed at the Conference. Where the Core Group consider that a risk identified in the Plan from the last Conference is no longer present, this should be clearly stated in the progress column of the Plan in the Review Report.
7. The completed and authorised Report should be with the Chair two days before the Conference.

### **Practice Guidance**

This guidance should be read in conjunction with the flowchart for the Review Social Work report.

## **Significant events since the last Conference section**

This section, like the Child Protection Plan, should focus on events which have impacted on the child, directly or indirectly. Care should be taken to avoid duplication with the Progress section of the Plan, but this section allows for more free narrative.

Examples of significant events would include;

- Further incidents of domestic violence or evidence of substance misuse
- Deterioration in parental mental health
- Reports of lack of supervision, other indications of neglect, or any incident of physical abuse
- An increase in support by extended family
- Improved school attendance, attending health visitor clinics or any other example of increased parental motivation
- Non-abusive partner leaving the other, and maintaining the separation

Please include dates of these significant events where possible. This will also help with keeping the chronology up to date.

## **Review of Child Protection Plan**

The progress column needs to relate directly to each identified risk and the outcome for the child which was expected if the actions required were being completed. It needs to address the question; is there progress towards taking the child below the risk of significant harm in each area of the Plan?

This update should reflect the outcome of the last Core Group meeting and any progress, or deterioration since.

( See quality standards 4,5and6)

## **Analysis**

Reviewing all the information in this report so far, what is your professional judgement about continuing risk to the child, parental capacity and motivation

to change, strengths and protective factors, and recommendations for future work with the family?

### **Child's wishes and feelings**

This is an essential component of the report and needs to reflect the child's views on how different, if at all, life is like for them now since the last Conference.

What else would they like to change and how?

Where a child is pre-verbal, observations of behaviour, attachment and communication through play, are important to include here.

This section can give a direct indication of the impact of the Child Protection Plan on the child which will make a really important contribution to Conference decision-making.

### **Parent/s views**

Again, this section can add a significant amount to the Review Conference's assessment of the continuing level of risk to the child.

How do the parent/carers feel the Plan is going? Do they see any changes to the way they are parenting the child and can they see any difference in the child?

Do they have ideas about how the Plan could/should be changed?

### **Recommendations**

This should include a recommendation of whether the Child Protection Plan should continue.

Further actions required in continuing the Child Protection Plan or to be included in a CIN Plan should be in the form of short bullet points.

### **September 2014**