**Practice Aide Memoir: Child in Care Review Reports 2020**

This Aide Memoir should be read in conjunction with our TriX Core Procedures Manual

Purpose of the report

The Child in Care Review report is completed by the Allocated Social Worker of a child or young person in preparation for a Child in Care (CiC) Review meeting.

The report provides the meeting with an **overview of what has happened in the months since the last CiC Review**. It needs to demonstrate where the Care Plan or Pathway Plan has progressed and what needs to change.

It should consider any significant events, the impact of the events upon the child/young person, their placement, their needs and any proposed changes to the plan moving forward.

It is important when writing the report that the information provided is within the context of, what do we need to know to know to agree a new plan.

What to include:

* **Significant events**

Within this section you should include significant events such as changes/incidents which may have occurred in placement, with regards to the child/young person and their family, missing episodes, safeguarding incidents, changes in school etc.

It is important that the impact on the child/young person of the significant events listed on the form is considered and clearly analysed in the section underneath the list of events. It must also be noted within this section our response, for example additional support provided, any safeguarding measures taken.

***It is important to note that there is a clear difference between description and analysis. Description involves writing down what happened, answering the question ‘what is the story?’. To analyse is to break the information down into separate parts and explore the relationship between the parts, making sense of the information and answering the question ‘what does the story mean for the child/young person?’ i.e. the impact upon the child/young person.***

* **Placement**

Within this section, an update is required in relation to the child or young person’s placement. You must consider whether this continues to meet the child/young person’s needs. It should consider their relationship with the carers, their views and your observations when completing statutory visits. It should outline any issues and if there have been, what additional support has been provided.

* **Family Time**

Within this section you should provide an update re. the child/young person’s family time arrangements. Whether there have been any changes to this, whether it is felt this continues to meet the child/young persons’ needs and if not, what is being proposed in terms of change. Within this section you would include any work completed with parents, whether they have been reassessed/might play a different role in respect of the young person.

* **Health**

Within this section you should provide an update re. the child/young person’s health needs since the last review. Whether they have attended any health appointments within the review period and outcome of such appointments. You should be commenting on any additional health needs and whether additional support is required and if so, what action is to be taken.

* **Education**

Within this section you should provide an update re. the child/young person’s education/training since the last review. Whether their needs in this area are being met and if not, what action is to be taken. We need to advise of plans in terms of further education/employment/training and what support is being provided to the child/young person to enable them to achieve this.

* **Leisure**

Within this section you should provide an update re. the child/young person’s interests outside of education/training. For example, if they attend any groups, how they like to spend their free time and their views about this. If they have expressed further interests which need to be explored and how as a care team, this will be supported.

* **Preparation for Independence**

Within this section you should always consider the child and young person’s ‘Skills for Life’ irrespective of age, we should always be considering how we are supporting children in our care to develop skills for life whether that be dressing themselves or becoming responsible for their own personal hygiene to using public transport, meeting with friends independently and completing small jobs or tasks around the home.

**For young people subject to pathway plans this section should :**

Provide an update re. how the pathway planning is progressing. How the young person has been supported within and outside of placement to develop the skills they require to move on. For example, to supported accommodation, their own tenancy etc. Within this section you also need to include whether the identified plan within the pathway plan remains appropriate and if not, what is felt to be required, what support needs to be put in place etc.

***It is important throughout the report, that the child/young person’s views are captured. We must ensure that we have given consideration as to whether there is a need for the young person to have an advocate and/or Independent Visitor.***