

10 Point Child in Need Guide



CHILD IN NEED PLAN	
Following completion of the assessment where the outcome is that a Child in Need Plan is required, or following step down from Initial Child Protection Conference / Review Child Protection Conference; a Child in Need Planning Meeting should be convened within 10 working days where the plan will be developed and agreed.	Social Worker
<p>The plan will be SMART and explicitly detail the outcomes to be achieved; the actions required to achieve the outcomes; timescales for actions to be completed, either a target date or frequency; and who is responsible for the implementation of the actions.</p> <p>The actions outlined in the plan should be specific, measurable, achievable, realistic, and have set timescales. Terms like 'ongoing' and ASAP are not acceptable.</p>	Social Worker
<p>The plan will state the minimum visiting frequency required of the lead professional or the social worker.</p> <p>The minimum visiting frequency should be individually determined based on the needs of the child, but should not be less than four weekly.</p>	Social Worker
The plan is prepared in consultation with the child/young person and their parent/carer, and with the team around the child; and their views recorded on the plan and agreed at the Planning Meeting.	Social Worker
The objectives of the plan and how they will be achieved are discussed with all relevant family members and professionals, and their details recorded. The plan should be implemented by the team around the child, led by the lead professional or the social worker and as such, it is essential for other professionals working with the child to know what services are being provided to the child and their family, by whom and when.	Social Worker
The child/young person, their parent/carer, and all key family members and agencies are provided with a copy of the plan within five working days of the meeting.	Social Worker



REVIEW OF CHILD IN NEED PLAN	
<p>Reviews of the plan should take place at six weekly intervals. However the multi-agency group may decide that less frequent reviews at up to three monthly intervals are required. Children who are managed at CIN level 3 will be reviewed at a minimum of 3 monthly intervals. Any 3rd Child in Need Review Meeting will be chaired by the Advanced Social Work Practitioner / Team Manager to minimise drift.</p> <p>The review monitors progress against the implementation of the plan and this is explicitly recorded with any concerns or changes to the plan.</p>	Social Worker/ Manager
<p>Any new information received about the child is evaluated and responded to. Assessment should continue throughout the period of intervention and professionals need to keep their judgements under constant critical review, being willing to respond to and challenge new information.</p> <p>Child and Young Person's Assessments should be updated annually, in line with other assessment processes, unless there is a significant change of event which impacts upon the child.</p>	All professionals
<p>In circumstances where there is concern about additional risk, the Manager may request that a Child and Young Person's Assessment is carried out by the social worker.</p>	Manager
<p>The child/young person and their parent/carer are supported to participate in the review process. The plan will clearly indicate how their wishes and feelings have informed planning and service delivery. Throughout the period of involvement with a child and their family, it is important to develop a cooperative working relationship so that the family feel respected, informed, and listened to, and that professionals are working with them in an open and honest way. Parents and children should be fully prepared for any meeting, understanding who will be there, the purpose of the review, and how they will participate in the process. Parents and children should be given clear feedback on how their contribution has been taken into account and acted on.</p>	Social Worker Lead Professional
<p>Children, young people, and family members, and other agencies/professionals, are engaged in the review process. Professionals should be fully prepared for the review meeting by being informed of the type and purpose of the meeting, who will be attending, and the expectations of them in the meeting. The views of partner agencies are then reflected in the documentation. When other professionals cannot attend the meeting, they should provide a written report evidencing areas of progress in the plan and the impact this has had on the child/young person.</p>	Social Worker/ Lead Professional