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**LAC Notification Form (Regulation 41)**

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| Full Name: |  | Insert recent photograph: |  |
| Other Name(s): |  |
| Date of Birth: | **Click or tap to enter a date.** |
| Gender: | **Choose an item.** **If other, please state:**  |
| Current placement address and telephone number: | **Full Name of Organisation:** **Address & Postcode**:**Telephone Number(s):**  |
| Placement start date: | **Click or tap to enter a date.** |
| Legal status S20 / S21 / S31 etc: |  | Young person’s mobile no: |  |
| Staff ratio: |  | Handset IMEI: |  |
| **DESCRIPTION:** |
| Ethnicity: | **Choose an item.** | Sub-Ethnicity | **Choose an item.** |
| First Language | **Choose an item.**  | Fluency in English  | **Choose an item.**  **If No:** **Interpreter required?** [ ]  |
| Nationality: | **Choose an item.****If other, please state:**  | Country of Birth: | **Choose an item.** |
| Is the young person an Unaccompanied Asylum Seeker?  | **Yes  No**  |
| Warning signs/Risks: |  |
| Religion: | **Choose an item. Practising Religion? Tick box if yes:** [ ] **If other, please state:**  |
| Smokes:Cigarettes/ Cannabis/ E-Cigarette etc..? | **Choose an item.** **If yes, provide details:**  | Drinks Alcohol: | **Choose an item.** **If yes, provide details:**  |
| Uses drugs?Which drugs? | **Choose an item**. **If yes, provide details:**  |
| Height: |  | Unique jewellery / possessions: |  |
| Build: |  | Hair colour: |  |
| Eye colour: |  | Accent: |  |
| Wears glasses: |  | Marks / scars / tattoos: |  |
| **HEALTH:** |
| ­­­­­Physical conditions: |  | Mental health conditions: |  |
| Communication difficulties: |  | Other conditions: |  |
| Habits: |  | Learning needs: |  |
| Essential medication: |  | NHS Number: |  |
| **RESPONSIBLE LOCAL AUTHORITY:** |
| Responsible Local Authority Name: |   | Team responsible: |  |
| OOH / Duty contact no: |  | Case reference: |  |
| **SOCIAL WORKER’S TEAM MANAGER DETAILS:** |
| Name: |  | Address: |  |
| Telephone number(s): |  | Email: |  |
| **SOCIAL WORKER’S DETAILS:** |
| Name: |  | Address: |  |
| Telephone number(s): |  | Email: |  |
| **DOCTOR’S DETAILS:** |
| Name: |  | Address: |  |
| Telephone number: |  | Email: |  |
| **CONTACTS – FAMILY:** |
| Name:Address:Telephone: |  |
| Name:Address:Telephone: |   |

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| **ANY RELEVANT RISKS. CONSIDER USE OF THE PHILOMENA PROTOCOL**<https://proceduresonline.com/trixcms1/media/12315/philomena-protocol-form-april-2022.docx> |
| **SAFEGUARDING AND SOCIAL CARE INFORMATION:**  | **Yes** | **No** | **If Selected Yes, provide details:** |
| Is the child subject to a child protection plan? |  |  |  |
| Does the child have a history of running away or missing from home? |  |  |  |
| Are there any concerns around CSE/CCE? |  |  |  |
| Is the child subject to any Court order or YOS intervention as a young offender? |  |  | **If Yes:** Specify which Youth Offending Service is supporting the Young Person: |
| Has a risk assessment been completed? |  |  | ***If yes, specify what type of* risk assessment*:******Risk Assessments/ Trigger Plans etc… to be emailed to the relevant Local Authority (details below) alongside this Reg41 Notification form.***  |
| Should the Police be informed of any risks? |  |  | **If Yes:** Specify the risks |

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| **Name of Staff completing form:** |  | **Date form completed:** | **Click or tap to enter a date.** |

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| **END OF PLACEMENT – This section to be completed when the Young Person leaves the placement**  |
| Reason the placement ended: |  | End date of placement: | **Click or tap to enter a date.** |
| Forwarding address*(if known):* |   | Name of Staff completing form & Date form completed: | **Click or tap to enter a date.** |

**Once complete, please send this form to the relevant Local Authority:**

**Please use** **<https://www.gov.uk/find-local-council> to identify which Local Authority the Young Person is placed in. Please only contact the relevant Local Authority where the Young Person is residing, via the below email address.**

**Leicestershire County: NotificationsLAC@leics.gov.uk**

**Leicester City:** **Placements.Desk@leicester.gov.uk**

**Rutland County:** **Childrensreferrals@rutland.gov.uk**

**In ALL cases, The Reg41 LAC Notification form should always be sent to the following addresses:**

**Leicestershire Police: MPRU@leics.police.uk**

**Health:** **lep-tr.FYPClookedafterchildrennotifications@nhs.net**