

**Children’s Services Co- Working Agreement**

**Guidance for use:**

**This agreement should be completed in cases where more than one children’s service is working with a child or young person, for example:**

**Childrens Social Care / Aspire / YOS/ CWD /SEND/ Private Fostering/ Fostering/ Early Help / FRC**

**The agreement should be completed at the outset of working with the family and should be placed on the child’s file. The lead practitioner will complete with colleagues.**

**The purpose of this agreement is to ensure all involved with families are :**

* **Communicating effectively**
* **Joining up meetings**
* **Sharing and contributing to interventions and plans and permanence arrangements**
* **Avoiding overlap and agreeing the ‘messages’**

**Services need to agree from the outset of a co-working arrangement the responsibilities and roles of each professional involved. This will ensure continuity and avoid confusion for families.**

Agreement between:

|  |  |  |
| --- | --- | --- |
| Name | Role  | team |
|  |  |  |
|  |  |  |
|  |  |  |

Purpose of intervention for each professional:

|  |  |  |
| --- | --- | --- |
| Name  | Purpose of intervention  | Outcome to be achieved |
|  |  |  |
|  |  |  |

Agreement on frequency of visits:

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|  |

Communication channels :

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Reports and plans to be shared and agreed :

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Meetings for invites and contribution needed:

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Arrangements should there be a difference in view on a required course of action for a child or young person:

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| --- |
|  |

Signed : role: date:

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