Exploitation Screening Tool (Internal Guidance)

The Internal combined screening tool went live on 2\textsuperscript{nd} December 2019.

We have reviewed the screening tool and have added an extra field for practitioners to complete. We will now be asking in your professional opinion what you feel the \textit{initial} judgement is in terms of risks.

Risk is a part of everyday life and can be positive as well as negative.

In the context of this guidance, risk is the \textit{likelihood} or \textit{probability} of a particular outcome.

When considering the risk of exploitation, it is essential that practitioners consider the following questions:

- Is this child at immediate risk (for example, being killed or raped at one end of the scale versus being simply arrested for a criminal offence)?
- How likely is it that this outcome will occur (very likely, possible, and/or unlikely)?
- What is the \textit{specific} piece of information that makes you think that outcome will occur, or explain why you think it is so likely?

\textbf{High Risk}

If in your opinion, you feel the risks are \textbf{High}, please tick the required box. In addition, to submitting the tool to MASE inbox you \textbf{must} request a strategy discussion. Representatives will be identified from the daily briefing meeting within the Exploitation and Missing Hub to attend the strategy discussion to support disruption planning and share relevant information. The Strategy discussion should take place within 24 hours. There may be times when the concerns are complex that this may require a planned approach requiring a planned strategy discussion; this should not exceed 72 hours unless in exceptional circumstances.

\textbf{If the lead practitioner defines the risk to the child to be High and that the threat to the child is immediate the lead practitioner should not wait for the Exploitation and Missing Hub to review. They must request an urgent Strategy discussion.}
Medium Risk
If in your opinion you feel the risk is Medium, please tick the required box. In addition, submit the exploitation screening tool to the MASE Central inbox. Within 24 hours of receiving the screening tool a discussion will be held with partners (sharing of information) within the Exploitation and Missing hub during our daily morning briefing. We will review the risk based on any additional information that partners provide.

If the risk level remains based on the information shared; a daily disruption planning meeting will take place whereby the practitioner (and if required, the Team Manager) will be invited to inform disruption planning (this could be a face to face meeting or attendance by Skype or conference call).

Going forward we anticipate that this forum will replace the monthly MASE process and attendance of the lead practitioner is a requirement.

If the risk level increases from Medium to High through discussion, we will notify you that we have information suggesting that the risk appears to be high and that you will be required to arrange an urgent Strategy discussion. This outcome will be shared with you within 24 hours.

If the risk level reduces to Low through discussion, we will advise you of the outcome and if appropriate and required give advice.

Low Risk
If in your opinion the risk level is Low, please tick the required box and submit the screening tool to the MASE Central inbox. An example of this is, the child is smoking cannabis with other county lines nominals, but there is no information to suggest that they themselves are engaging in county lines, and they are still attending a full timetable.

A discussion will be had with partners (sharing of information) within the Exploitation and Missing Hub during our daily briefing within 24 hours. We will review the risk based on any additional information that partners provide.

If we feel the risk level is higher (Medium) a daily disruption planning meeting will take place whereby the practitioner (and if required, the Team Manager) will be invited to inform disruption planning (this could be a face to face meeting or attendance by Skype or conference call).

Going forward we anticipate that this forum will replace the monthly MASE process and attendance of the lead practitioner is a requirement.
If we feel the risk level is **High**, we will notify you that we have information suggesting this. You will be required to arrange an urgent Strategy discussion.

If there is **No Risk**, we will notify you of the outcome.

**Additional information**

For all children whereby the initial decision made by the practitioner is **High** you must request a strategy discussion. There may be some circumstances where we may bring something to your attention because we have information that may influence decisions and recommendations.

To access support from the Exploitation and Missing Hub you must complete the screening tool with an initial judgement of the risk level. When completing the tool please ensure that you give context to the concerns and a timeline of when significant incidents relating to exploitation occurred.

**If a screening tool comes in before midday it will be listed the following day to be discussed at the daily briefing**

**If it comes in after midday it will be listed for discussion the day after, this will be dependent on the availability and risk level for example if it is low it can wait a maximum of 72 hours.**

**Coordinators must send information (Copy in BS to add to agenda) to all hub staff BY 2PM with the screening tool and the following details:**

- **Name and date of birth of the child**
- **Date to be discussed.**
- **Type of exploitation**
- **Risk level**

**The maximum for discussion as agreed with the Exploitation and Missing TM (based on the figures) will be 3 per day. This will need to be reviewed based on demand.**

Hub staff are expected to read and prepare for the meeting.

There may be occasions whereby staff cannot complete a screening tool, this should not stop normal statutory procedures if you feel the risks are high.

Medium risk means that whilst we take action, we can afford to wait for the next available disruption meeting slot (the maximum wait will be between 7-14 days)
Please note; if there is insufficient information, or you have completed the wrong screening tool, or if you have not made a judgement as to the current risk level, the screening tool will be returned to you.

All outcomes will be recorded on the child’s record in case notes in Eclipse. You will also receive an email alerting you to this.

In relation to children missing; if you feel that there are concerns around exploitation please also submit a screening tool.

**Escalation Policy**

If you disagree with the decision made in the first instance please discuss with the Exploitation and Missing Team Manager, Karen Brookes. If this cannot be resolved, please discuss with Head of Service, Clair Graham; and if this still cannot be resolved please discuss with AD, Dionne McAndrew.

**Closure of Cases Where a Child is Exploited**

If during your intervention you feel the risks have reduced and/or you want to close the case, please send a request to the MASE inbox to request attendance at the Disruption Planning meeting. This does not require physical attendance; you can attend via skype /conference call.

We will review the case and agree risk level.

Any further information in terms of concerns escalating, please re-submit another screening tool to bring you back to either disruption planning meeting or a strategy discussion.