**Management oversight and senior management scrutiny and reporting**

IROs are qualified social workers with at least five years’ experience, and who have acquired the right skills to carry out this role.

**Regulation 24 Notification process for Senior Managers**

Management oversight

* When a young person is placed in an unregulated or unregistered setting there is a mandatory requirement for the practice manager’s weekly oversight and monitoring to be recorded on MOSAIC, with daily contact between the young person’s social care team, the placement and the young person. This is checked weekly by the Service Lead who presents a weekly update to the Access to resources panel for as long as the placement remains unregulated
* To ensure senior management is aware of any unregulated or unregistered placements a ‘Request for Approval of an Unregulated/Unregistered Placement’ form (see appendix 1) has been created. Each Social Worker will need to complete this form and send it to their Practice Manager, Group Manager, Service Lead and the Service Lead for Fostering. The form is currently in word format so needs to be emailed directly to the managers above.
* There is also a requirement for Practice Managers to complete a management oversight note on MOSAIC when an unregulated /unregistered arrangement ends. This will be endorsed by the appropriate Service Lead.
* Service lead for Adoption, Fostering and Placement finding team to be the custodian of the list of children living in unregulated and unregistered placements and for this to be updated daily
* The Access to resources panel to oversee the children or young people who may need an unregulated /unregistered placement, and for any child not to proceed to an unregistered placement without approval from an Assistant Director. The Access to resources panel also scrutinises the plan to ensure the young person’s needs are being met safely; ensure Deprivation of Liberty is tested and legal advice is sought; and permanence is being progressed.

**APPENDIX 1**

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| **REQUEST FOR APPROVAL OF UNREGULATED/U PLACEMENT** |

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| **Social Worker making the request;** |
| **Team**; |
| **Date of request;** |
| **Details of Child:** |
| **Brief Summary of the case;**  . |
| **Reasons why the placement is in the best interest of the child;**  . |
| **Arrangements to safeguard the child/ren;** |
| **Plan for the child: how long the placement is going to be unregulated**  ***(e.g. Reg 25 expiring, ADM decision not to regulate Under Reg 24)***  **Or unregistered?**  ***(Placement team unable to identify care placement and need to place for a short period in unregistered placement)*** |
| **Please state what evidence you are providing to support the request, including the most recent assessment and safety plan.** |
| **Are you satisfied that the accommodation is suitable for the child and all matters set out in section 22C(6)(d) have been considered? – please provide a summary;(is it consistent with the child’s welfare and the most appropriate placement available).** |
| **Have you visited the accommodation?** |
| **Has the child visited the accommodation?** |
| **Has the IRO been informed and are they in agreement with the proposed placement?** |

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| **SERVICE LEAD COMMENTS** |
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| **APPROVED** | **YES** | **NO** | **DATE** |  |

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| **Review / Contacts / References** |  |
| Document title: | Reg 24 Notification process for Senior Managers |
| Date approved: | 2 July 2020 |
| Approving body: | Policy & Practice Steering Group |
| Related internal policies, procedures, guidance: |  |
| Document owner: | Corporate Parenting AD |
| Lead contact / author: | Barry Kirkwan |