

 **Contact Review for Direct and Indirect contact**

**Note: Please make sure you have a copy of the current risk assessment completed by the SSW and Child’s SW including carer’s comments to refer to during the review of contact arrangements.**

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| **1** | **Attendance and Apologies; Please involve Child’s SW, SSW, Carer and Supervised Contact Team** **Note: The SSW in partnership with Child’s SW should chair and minute this meeting** |
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| **2** | **Has the risk assessment been completed? What was the RAG rating for face to face contact (see risk assessment)** |
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| **3** | **Overview –** **Has there been any changes to the child’s care plan? Are there any proposed changes expected? Child’s SW to update on court or expected changes to child’s care plan including if face to face contact can now be resumed in the child’s best interests.** |
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| **4** | **Indirect Contact Arrangements**– **What has been working well and what are the worries from different perspectives, child, carer, VCS? What are contact reports and written accounts showing/ evidencing to support working well and worries?** **SKYPE – Technical issues, are there any actions needed around this?****What will the new arrangements for indirect contact look like?** |
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| **5** | **Parameters for safe contact; This needs to include risks regarding the contact itself and also the risks related to COVID-19. This must be considered in line with Government Guidance and current risk assessment.**  |
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| **6** | **Role of Carers; Please discuss the role and responsibility for the carer in face to face / indirect contact** |
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| **7** | **Preparation for contact: What needs to happen to support contact arrangements to work well?** |
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| **8** | **Written Account** – **Who records currently? Any comments, Working well/ Worries? Who will record the new arrangements?** |
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| **9** | **Review: What has led to this review ?(Change in care plan, return to face to face contact) What is the frequency needed for future reviews and agreement for communication around significant worries/ updates?****Note: If during face to face contact the risk assessment is not adhered to what will be the agreed actions?** |
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| **10** | **Additional Comments (Has the IRO been informed ?)** |
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**Date**

**Signature of chair**

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| **Review / Contacts / References** |  |
| Document title: | Review of Contact Arrangements |
| Date approved: |  |
| Approving body: | Policy & Practice and QA Steering Group  |
| Last review date: |  |
| Next review date: |  |
| Related internal policies, procedures, guidance: |  |
| Document owner: | AD Corporate Parenting |
| Lead contact / author: | Heidi Luck |