**Individual Contact risk assessment**

**Child’s Name: …………………………………**

**Carefirst ID number: ……..……………….**

**Type of Risk: …………………….……………**

Following the change in the government’s position whereby advice has moved from *stay at home* to *stay alert* it is appropriate to review the Local Authority’s current position on face to face contact between family and children in care, in the majority of cases.

In considering resuming contact arrangements, the safety of all those involved (children, young people, families, carers and those who transport children to contact) will be planned for by following clear risk assessments and taking into consideration relevant government advice.

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings#class-or-group-sizes>

Additional guidance on cleaning, the use of PPE, transport and what to do if a child becomes ill, referenced below will be used for the purpose of risk assessments.

<https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care>

To manage the current risk and following recent research and guidance the decision has been made that the following groups of children should be offered supervised contact.

**Phase 1:**

1. Children 0 - 1 year old from 06/07/2020
2. Children/Young People who are struggling emotionally with having no face to face contact with their parents and families and the social work team deem it necessary for face to face contact to be facilitated.
3. Children who are transitioning to their permanent home i.e. adoptive home or return home to birth parents or family.

Phase 2:

1. Children 0 - 5 years old from 10/08/2020
2. Children/Young People who are struggling emotionally with having no face to face contact with their parents and families and the social work team deem it necessary for face to face contact to be facilitated.
3. Children who are transitioning to their permanent home i.e. adoptive home or return home to birth parents or family.

Phase 3:

1. All children (0 – 18 years old) from 28/09/2020

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| Management of Risk | No risk identified | Risk identified | If a risk is identified then a decision will be made by the contact co-ordinator about the contact going ahead.  |
| Have the parents and contact supervisor signed a contract agreement; which provides guidance of how face to face contact can be reintroduced so the risks around COVID.19 can be managed and addressed? |  |  |  |
| To manage the risk to individuals and in line with the above guidance, contact can be restricted to small groups of no more than 2 parents/family members and 2 children/young persons?  |  |  |  |
| The allocated contact supervisor will contact the carers for the children and parent prior to each contact to check the following and record the discussions on CareFirst. Has any person reported that they or another member in their household are displaying any symptoms of COVI9.19 before the session? If yes, the contact cannot go ahead and self-isolating procedures need to be initiated for the relevant family.  |  |  |  |
| No person should attend contact if they are shielding and received a letter from the NHS to state they are highly vulnerable. (<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>).  |  |  |  |
| Has it been explored if the Foster Carer can supervise the session limiting the need to have the Contact Supervisor attending (limiting number of households in the contact session)?If a child in a residential placement can the workers supervise the session?This is likely to minimise the use of a contact venue |  |  |  |
| Has it been explored if the Foster Carer can supply toys/games/activities of the children’s choice to be brought to the session for the child/young person to play with? |  |  |  |
| Are Contacts being held in outdoor space in the community or in identified contact centres that have been approved as COVI9.19 secure? |  |  |  |
| All parties attending contact to thoroughly wash their hands / use hand sanitiser before donning PPE  |  |  |  |
| All Contact Supervisors to ensure all toys, books, chairs, doors, sinks, light switches, etc are cleaned after each contact?  |  |  |  |
| Community sessions:* Has discussion taken place as to what is / is not allowed?
* Updating Contact Agreement to be completed prior to contact and signed by parents, carers and young people (where appropriate)
* Where will the session take place?
* What to do if another party (not to do with contact) does not practise social distancing?
* What to do if a parent / child does not practise social distancing?
* Have toilet facilities been taken into account?
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| PPE* PPE is available at the contact centres and will be provided to parents/family members who attend any contact in venues or community settings.
* PPE to be worn by parents/family members and contact supervisors in the contact areas.
* PPE to be disposed of in bags provided and placed in a bin for appropriate collection.
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| Transport * Are attendees able to use their own means of transport (car, bike and/or feet)?
* Advise parents to use public transport when no other means available. Then to
	+ Use relevant PPE
	+ Allow appropriate travel time (some services may be limited)
	+ Avoid eating and drinking
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| * Transport department to confirm agreed pick up /drop off times if using NCC transport.
	+ Child to be collected from agreed transport drop off point by Contact Supervisor / named person and brought to the venue.
* Transport department cannot provide transport for journeys less than 2 miles. The Foster Carer will be expected to provide transport as per their contract, and mileage allowance is in place.
	+ If Foster Carer cannot provide transport the reason will need to be explained to and agreed by the Contact Supervisor and Contact Team Manager. Supervising Social Worker can support with this.
	+ If accepted, the Contact Supervisor will transport the child/ren.Full PPE will be worn by the Contact Supervisor, and children age 11 and above will be required to wear face masks.Foster Carer to place child/ren in car where appropriate.Contact Supervisor to inform Contact Centre business support that they are transporting and business support will support in venue with parent’s arrival and donning of PPE.
	+ Car business insurance is mandatory due to Contact Supervisor role of providing transport when required as per the employment contract.
	+ Contact Supervisor will undertake cleaning of own car at the end of the sessions. Antibacterial spray and wipes for this purpose will be available in each venue. If using this then Contact Supervisor does not need to not use own car for 72 hours.
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| Have parties agreed to no food or drink to be consumed during sessions apart from babies who require milk feeds?  |  |  |  |
| Challenging behaviourAt least two members of staff be on site plus either team Manager, Coordinator or Business Support to support in managing any challenging behaviours displayed |  |  |  |

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| Risk Assessment discussions  | If risks are identified above – what is the Risk Management Plan?  |
| The risk assessment should be completed by the Contact Supervisor but with the involvement of the Social Worker and their Contact Coordinator.  |  |
| Following the risk assessment, can the supervised contact be safely facilitated and all those attending be safeguarded?  |  |
| Professionals involved in the risk assessment:  | Contact Supervisor name ……………………………..Signature ……………………………………………………Date of signature …………………………………….....Contact Coordinator name: ………..………………….Signature ……………………………………………………Date of signature ………………………………………..Social Worker name …………………………………….Signature ……………………………………………………Date of signature ……………………………………….. |