STATEMENT OF :

STATEMENT NO :

EXHIBIT(S) :

DATED :

FILED :

Case No :

IN THE *[insert Court name]* COURT

IN THE MATTER OF *[insert child’s name and DoB]*

AND IN THE MATTER OF THE CHILDREN ACT 1989

B E T W E E N :

[Insert LA name]

Applicant

- and -

First Respondent

- and -

Second Respondent

- and -

(By their/his/her Guardian)

Respondent(s)

FIRST STATEMENT OF

Name :

Occupation :

Professional Address:

I make this statement from my reading of the Children and Young People’s Services records and from my own personal knowledge. I believe that the facts stated in this witness statement are true.

This statement is confidential and must not be disclosed without the consent of the court, unless Rule 12.72-12.75 of the Family Procedure Rules 2010 and Practice Direction 12G of those Rules apply.

Signed…………………………………………………Dated……………………………

**1. INTRODUCTION**

1.1

I am a qualified social worker employed by……. within its children’s services department. I obtained my social work qualification in ………. and have been employed by……….. since……….

1.2

I am authorised to make this statement on behalf of the applicant and I do so from facts within my knowledge, information obtained from my colleagues or from children’s services department records. This information is correct to the best of my knowledge and belief.

1.3

This statement relates to the following children:

*[Full names and dates of birth]*

1.4

The names of the parents *[and carers]* of those children are:

*[Give full names, dates of birth, whether they have parental responsibility, current addresses and whether they have any identified disabilities]*

1.5

I have been the allocated social worker since………

**2. PARTIES TO THE PROCEEDINGS**

2.1

*In this short section you just need to set out the names of the parties to the proceedings and their legal representatives. For example:*

*Jennifer Redstone - represented by ...................... of ........................, Solicitors.*

*Graham Taylor - represented by ..................of......................., Solicitors.*

**3. BACKGROUND TO THE PROCEEDINGS**

3.1

*In this section you need to set out any background information which will help to put your report into context and which is relevant to the issues on which you are reporting.*

*You should also give information about previous CYPS involvement with the family, including any information from CYPS files which is relevant to the issue on which the court has to decide and which may not have been included in statements which have already been filed by the parents. This section should be set out in broadly chronological order and any reference to dates should be as specific as possible. It does not, however, need to be as full as the social work chronology prepared for care proceedings.*

*When considering the information which needs to be included in this section, ask yourself whether it is relevant to the issue on which you are reporting and whether or not the information will assist the court to make the best decision for the child.*

**4. RECENT HISTORY**

4.1

*Summarise in this section the circumstances which, so far as you understand it, gave rise to the direction for a Section 37 Investigation.*

*CYPS’ involvement in the circumstances which gave rise to the investigation as well as any investigations which have already been undertaken or are being undertaken. You need to set out also the involvement of other agencies, for example, the police.*

*If the police are still involved in the investigation they will need to be informed that you have been required to investigate and provide a written report for the court.*

**5. INVESTIGATION UNDERTAKEN**

5.1

*In this section you need to set out fully the details of the investigations you have undertaken prior to completing the report.*

*This should include the following:*

*i. Information obtained from Social Services and other records.*

*ii. Telephone conversations/meetings with the child.*

*iii. Telephone conversations/meetings with the parties to the proceedings.*

*iv. Telephone conversations/meetings with members of the extended family.*

*v. Telephone conversations/meetings with professionals involved with the family.*

*Whilst undertaking the investigation, you must consider whether or not any emergency action is needed to protect the child or whether the Local Authority needs to exercise any of it’s other powers under the Act, for example, the provision of accommodation.*

**6. THE CHILD’S CURRENT CIRCUMSTANCES**

6.1

*In this section, you need to consider the child’s current circumstances including any information on the child’s wishes and feelings, the child’s development, the child’s needs etc, which are relevant to the investigation.*

**7. THE VIEWS OF THE CHILD, THE FAMILY, AND ALL RELEVANT AGENCIES**

7.1

*This section should record the views of all relevant persons. It should accurately record those views as expressed. In the event that the social worker performed an analysis around a view, for example the child’s view, it is important to set the reasoning out.*

**8. THE LOCAL AUTHORITY’S INTENTIONS WITH REGARD TO AN APPLICATION FOR A CARE OR SUPERVISION ORDER**

8.1

*In this section you need to set out whether or not you consider it is necessary to apply for a Care or Supervision Order.*

***If you do consider that a Care or Supervision Order is necessary, you must discuss this with your team manager and consult with a lawyer in the Child Care Legal Team. Please see the legal manual around the steps necessary prior to proceedings.***

***If you do not consider it is necessary to apply for a Care or Supervision Order, you should explain the reasons for this decision.***

**9. THE LOCAL AUTHORITY’S INTENTIONS WITH REGARD TO SERVICES / ASSISTANCE FOR THE CHILD AND THEIR FAMILY**

9.1

*In this section you need to set out any services or assistance which the local authority has provided or intends to provide for the child and its family. If no services or assistance are to be provided, explain the reasons for this decision.*

**10. ANY OTHER ACTION WHICH THE LA HAS TAKEN OR PROPOSES TO TAKE IN RELATION TO THE CHILD**

10.1

*In this section you need to set out any other action which the local authority proposes to take - for example, convening a child protection case conference, liaison with other family members, etc. You also need to set out whether it would be appropriate to review the case at a later date and, if so, the date on which the review is to take place.*

**11. CONCLUSIONS**

11.1

*In this section you need to summarise the points set out in the three preceding sections – 8,9 and 10 and set out the conclusions of your investigations.*

Signed……………………………………………………Dated…………………………