

Using the Children's Services Visit Pack:

A Guide to Support Effective Practice

Introduction

We have created the Children's Services Visit Pack as part of our shared development of fundamental practice to improve outcomes for the children we work with and to identify the tools that can support confident social work.

This has been produced in consultation with Advanced Practitioners from our Assessment Teams and aims to provide you with some of the necessary tools to enable purposeful and effective visits to children and their families – particularly when this is an initial visit to a family and / or you are meeting the child and family for the first time.

Access to a service wide visit pack, and a variety of key tools to support informative and relational contacts with children and their families aims to encourage consistency in our social work practice and reduce variations or contradictions in the information we share. **It should not prevent you developing your own approach to visits, information gathering and relationship building with children and families, but should support you to ensure that they are informed and supported to understand your involvement.**

The pack also supports team based and supervision discussion

and evidence of the Fundamentals principles applied into practice – all areas can be mapped to the Fundamentals, connect to the key themes of the Essentials programme (for example the Anchor principles) and also support your own evidence of continuing professional development, supported by the Social Work Academy.

This is primarily a virtual resource enabling you to collate relevant information and documents for each visit from an accessible

location. It will require some reflection and planning on your part prior to the visit:

- ➔ What information do I have about this family?
- ➔ What do I need to know?
- ➔ What tools might support me accessing this information and / or to inform and support this child and their family?"

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Using the Visit Pack

The following documents should always be used on an initial visit to a child or family:

- ➔ CYP Customer Feedback Form
- ➔ Basic COVID 19 Risk Assessment Questions
- ➔ Information Sheet for families about CSC & Assessments
- ➔ The Local Assessment Protocol family guide
- ➔ Sharing your information leaflet
- ➔ Privacy Notice
- ➔ Calling Card
- ➔ Information about Mind of My Own.

These documents can support your discussions with the family about the purpose of your visit and involvement, and provide important details about rights, responsibilities and support.

Importantly the pack also includes a template for your completion as the social worker involved with the child.

- ➔ One page Social Worker profile

You will need to develop these tools to reflect your role, involvement and approach to direct work with children. Advanced Practitioners in your team will support team discussion and profile development with you.

The pack also contains specific documents to support direct discussion and support relating to individual needs – these should be selected based on your developing understanding of the family, the presenting concerns and identified needs: for example, as relevant you may want to provide additional information about Family Group Conferences, Advocacy or Translation information on your visit but would not always bring this with you.

In addition, dependant on the existing information available the virtual pack also contains links to specific Screening Tools from the GSCE and a link to the Direct Work tools / guide currently stored on Staffnet. The Information Gathering Sheet – Genograms can be used to develop planning and recording of the information you gather on your visit. All these resources can further support your planning around how to share and develop information for and from your visit.

As this resource develops effective practice examples and additional tools will be included and feedback from teams and the AP forum incorporated into building the available materials.



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