

Summary of Process Steps:			
No.	Step Name	Role	Description
1.	Trajectory review or routine supervision to discuss care plan and VC tool	Social Worker	Reunification can be brought up during regular reviews, supervision or discussions about care plans.
2.	Discussion with Practice Supervisor and Team Manager	Social Worker/Practice Supervisor	An initial discussion should take place.
3.	Proceed to early review?	Social Work Team Manager	If yes, proceed to Child in Care review (step 4). If no, proceed to step 15.
4.	Hold Child in Care review	Social Worker	
5.	Proceed to assessment?	Team Manager	If it is decided not to pursue a reunification at this time, the decision and reason should be recorded (step 15).
6.	Is the child or young person under 16?	Social Worker	If yes, a Child and Family Assessment should be completed (step 7); if not a Pathway Assessment should be completed (step 8).
7.	Complete Child and Family Assessment	Social Worker	
8.	Complete Pathway Assessment	Social Worker	
9.	Approved?	Practice Supervisor	
10.	Review to ratify the Care Plan and VC tool	Social Worker	Child in Care Review held – notes must be completed within 10 working days.
11.	Decision maker agrees end of S.20	Agency Decision Maker	·
12.	Are there any ongoing safeguarding concerns?	Social Worker	
13.	Open as CIN and transfer to FAST	Social Worker	
14.	Mosaic recording	Social Worker	
15.	Conversation and decision recorded	Social Worker	If a decision is made at any point to not continue with the reunification at that time, the decision and reason should be recorded and care planning will continue.
16.	Finish		