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| **MASH Flowchart for MARAC** |
| ***Date of original publication:***  *March 2018****Date of this revision:*** *May 2019****Date for next review:*** *May 2020* | ***Responsible Manager:*** *Fi Cisneros* |
| ***Electronic file location:*** TriX Section 1.4.1: Contacts and Referrals |
| **Associated statutory guidance and regulations:**Working Together to Safeguard Children, Department for Education, 2018Children Act’s 1989 and 2004Data Protection Act 2018Adoption and Children Act 2002Crime and Disorder Act 1998Human Rights Act 1998**Local documents:**Bexley MARAC Operating Protocol, August 2018<https://www.bexleydomesticabuseservices.org.uk/wp-content/uploads/Bexley-Operating-protocols-for-MARAC.pdf> |
| **Key Objectives (including Signs of Safety principles to apply)** |
| This flowchart is a revision to the March 2018 version and clarifies the responsibilities that Bexley Children’s Social Care have when receiving and managing contacts regarding domestic violence and abuse relating to the MARAC. This local flowchart makes clear how children’s social care will fulfil its obligations outlined under the Bexley MARAC Operational Protocol updated in August 2018.The purpose of this is to demonstrate how checks will be carried out, information will be shared, and how social care will respond to children and their parents or carers who are victims of domestic violence and abuse can be best supported and safeguarded from further incidents of harm or abuse.  |

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Case Summary sent to ChildrensMashTeam@bexley.gov.uk from MARAC@bexley.gov.uk

 MASH business support checks adults and child(ren) on children’s LiquidLogic system. If not known, these are to be created and adults linked to relevant children.

**Unknown**

MASH completes checks and MARAC research form as unknown. Any linked children will be recorded on the research form.

**Known but not open**

MASH completes checks and MARAC research form with known information.

**Known and open/allocated**

MASH business support sends the MARAC research form to the allocated social worker and their manager to complete checks and research form.

**NOTE:** For all MARAC or domestic violence and abuse (DVA) referrals received, the MASH manager will need to assess each case based on information received and checks undertaken to determine whether further action to safeguard the children and the victim parent/carer caring for them is needed. This may result in progressing to referral and assessment for a single assessment or child protection enquiries, or being assured appropriate lower tier services supporting the family are sufficient. This decision may be taken regardless of whether the family are referred by MARAC, but any information from MARAC and the DASH assessment will always be used to inform the rationale of the decision.

All forms must be sent to MASH business support by 2:00pm on the business day before the MARAC meeting. Business support will collate, send and print off all relevant forms for the manager who will be attending the MARAC meeting.

Every fortnight the performance team will send MASH business support a list of MARAC risk badges due to expire that fortnightly period. Business support will confirm with MASH manager if the alert should be allowed to expire. If yes, then business support will enter the end date into the risk flag and the flag will then expire. If not, a rationale for keeping the alert badge for a further specified period must be entered by the manager.

Minutes returned to ChildrensMashTeam@bexley.gov.uk by MARAC co-ordinator within 3 working days of the meeting.

An assistant team manager of MASH will attend each MARAC meeting.

An assistant or team manager in Referral and Assessment or Family Support and Child Protection will also attend MARAC (on a rota basis). An allocated social worker of a child who’s family is being discussed at MARAC may also be asked to attend.

Minutes and research form is scanned by MASH business support and uploaded into documents onto relevant child(ren)’s record ONLY. The MARAC flag is added to the child(ren)’s record and the “brief details” field to reflect the case was discussed at MARAC, date of meeting, and any actions for social care.

A MARAC flag will also be placed on the victim and perpetrator adult record and the “brief details” field to reflect that the case was discussed at MARAC and the date, but NO minutes, documents or further information is to be entered or uploaded to an adult’s record.

All MARAC risk flags will have the start date reflect the date of the MARAC meeting, and a review date entered of 12 months later (ie: start: 15.04.2019 review: 15.04.2020).

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