

Child Sexual Exploitation

Guidance Notes

Where there are CSE risk indicators in a case the CSE Toolkit must to be completed and used to help assess and review level of risk in this area. The Toolkit can now be found on FWi in the following episodes.

- Single Assessment CAYA
- MAT Early Help and Assessment
- Child Plan and Review
- LAC Care Planning
- Strategy Discussion
- S47 Enquiry and Single Assessment
- Missing or Runaway Return Visit and Interview


Completing The toolkit

To access the Toolkit go into the relevant episode. Within the **episode** on the documents page click on “create” depending on the episode there will be various options, you will need “CSE Risk Assessment Form Appendix 1-4”, clicking on this will open the risk assessment. All sections need to be completed. There are drop-down boxes which need completing including the risk assessment category.

Information should be current (i.e. within the last 6-8 weeks) and evidence to support what has been ticked is in the free text box “Rationale for what you have scored”. Put in as much information as possible. If names of other young people show up ensure you share this information. Mapping exercises (e.g. ecomaps) are a good way to visualise who the young person is associating with and what places. These can be uploaded in the documents section of the episode too. Remember to include missing episodes and information gathered in relation to return interviews.

There is a section where you have to record the intended actions for inclusion in the child’s plan to support and safeguard the young person needs. This can include therapeutic support, preventative/educational input, Step-Up, s.47 etc. Ensure these actions are included in the child’s plan and the updated plan is shared with all relevant persons.

Where the outcome is that the young person is at High Risk then a Child Protection Manager should be contacted to chair a strategy meeting.

Please note additional guidance is also embedded within the Toolkit and will be shown if the  symbol is clicked

If you have printed off a paper version of the toolkit to take to complete either with a child, family or multi agency meeting; this completed paper version can be uploaded into the documents section of the episode, rather than completing the document you can create.

Service user Sub Group

Following the completion of the risk assessment toolkit where a young person is assessed as being at **Risk** of CSE or **Subject** to CSE then a service user sub group will need to be recorded on the front screen of Framework i. This can be completed by clicking the “Amend” on the front screen, selecting “Service User Group”. From this point select “Abuse or Neglect” and then on the second drop down choose either “at risk of CSE” OR “Subject to CSE”. Being subject to CSE is where there is proof that the young person is currently being sexually exploited. **It is imperative these service user groups are added, amended and ended when appropriate**, as these will be the key indicator on a case record to see that there is a CSE Risk or young person subject to CSE, as well as being used for reporting start and end dates of CSE being a feature in a young persons life..

Review

The toolkit is to be reviewed at every multi agency meeting until there is no longer a risk. The service user “sub group” on the front screen needs to change in line with the risks identified.