Transfer from Children’s Social Care to Early Help

**Case to be considered at Early Help Allocation Meeting ( add timescale)**

* allocated Social Worker to present case at Early Help allocations meeting (maximum 10 working days after contact with FF+)
* case is accepted and Lead Professional is identified.
* allocated Social Worker to undertake joint visit to family with identified Lead Professional.

**Case to be allocated to Families First Plus ( add timescale)**

* Early Help Coordinator to support identified community based Lead Professional as part of Early Help planning and review process.
* Community Social Worker to support community Lead Professional in managing risk and needs
* Family Support Worker to provide specific intervention to the family in accordance with the CiN/Early Help plan to meet the identified needs.

**Initial CiN Planning meeting (R&A) agrees identified unmet needs can be met through Early Help**

Refer to procedure for CiN

2nd or subsequent CiN review meeting consider and agree step down to Early Help

At 2nd or subsequent review meeting or following Initial CiN Planning meeting, **Lead Professional identified** within the community from existing Multi-Agency Group to continue to coordinate and work with the agreed plan

Consider what support the Lead Professional may need which may include either an Early Help Coordinator/Community Social Worker

If **Lead Professional cannot be identified** and agreed from within the community

2nd or subsequent CiN review meeting following end of CP/CiC plan consider and agree step down to Early Help

**Previously CP or Child in Care**

Children/Young People currently supported by a CiN plan (2nd or subsequent review) following a Child Protection Plan. (Refer to Procedure for CiN)

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 Notification to Families First Plus teams by Conference Chair to provide early identification for future support from Early Help

**Children with a Child in Need (CiN) plan (2nd or subsequent review) stepping down to Early Help**

* Notify Early Help that case is stepping down from Social Care and the details of agreed Lead Professional and family
* Request support of Early Help Coordinator/Community Social Worker where needed with consent form.
* Case will be tracked by Early Help
* Allocated Social Worker makes contact with FF+ Team Manager/Assistant Team Manager re transfer
* Early Help consent form and CiN plan forwarded to Early Help within 5 working days

**Requests for specific intervention from Families First Plus to support meeting specific needs on CiN Plan**

e.g. Triple P; Intensive Family Support (whole family)

Case responsibility for the child remains with the Social Care team and the allocated Social Worker remains the Lead Professional

FF+ Family Support Worker attends CiN review meetings whilst involved.

Social Worker sends completed **Request for Support Form** clarifying what support is required to meet the identified unmet needs; Signed **Early Help Consent** Form; a **copy of current CiN Plan** to:

Early Help Inbox

stroudearlyhelp@gloucestershire.gov.uk

gloucesterearlyhelp@gloucestershire.gov.uk

cheltenhamearlyhelp@gloucestershire.gov.uk

cotswoldearlyhelp@gloucestershire.gov.uk

forestofdeanearlyhelp@gloucestershire.gov.uk

tewkesburyearlyhelp@gloucestershire.gov.uk