





**Joint Working Protocol with Children’s Social Care**

Youth Justice Service (incorporating Cheshire East, Cheshire West, Halton and Warrington)

Cheshire East Council Children’s and Families Service

Cheshire West and Chester Children and Young People’s Services

Halton Borough Council Children and Families Services and Warrington Borough Council Children and Young People Targeted Services

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| **POLICY/PROCEDURE APPROVAL** | | | |
| Approved By | Christine Taylor (Halton), Anne-Marie Gillespie (CWAC), Gareth Jones (YJS) | Position | Children in care senior manager., YOS head of service. |
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| POLICY INFORMATION SHEET | |
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| Responsible officer(s) | HBC Divisional Manager, Children in Need  WBC Service Manager, CIC/CIN  CWAC Senior Manager CIC and Care Leavers |
| Any other relevant information |  |

**Contents**

[Background 6](#_Toc348522546)

[Purpose of Protocol 6](#_Toc348522547)

[Safeguarding Children & Young People 6](#_Toc348522548)

[Responsibilities of Cheshire East Council Children and Families Service, Cheshire West and Chester Children and Young People’s Services, Warrington Targeted Services, Halton Children’s Services and Youth Justice Services when a child is arrested 7](#_Toc348522549)

Responsibilities of Cheshire East Council Children and Families Service, Cheshire West and Chester Children and Young People’s Services, Warrington Targeted Services, Halton Children’s Services and Youth Justice Services [when a child is remanded 8](#_Toc348522550)

[Safeguarding and promoting the welfare of children and young people in custody - Children in Care who receive a custodial sentence. 9](#_Toc348522551)

Cheshire East, Cheshire West, Chester and Halton [Children’s Services and Warrington Targeted Services have continuing responsibilities when a Child in Care under Section 38 or Section 31 of the Children Act 1989, is sentenced to a Detention and Training Order (DTO) and enters a Young Offender Institution (YOI), Secure Training Centre (STC) or Looked After Secure Children’s Home (LASCH). 9](#_Toc348522552)

[Review and arbitration 10](#_Toc348522553)

[Appendix 1 – Glossary of Terms 11](#_Toc348522554)

[Appendix 2 – Halton Borough Council links 18](#_Toc348522555)

[Appendix 3: Warrington Borough Council links 17](#_Toc348522556)

[Appendix 4: Cheshire East Council links 18](#_Toc348522556)

[Appendix 5: Cheshire West and Chester links 19](#_Toc348522557)

[Appendix 6: Cheshire East, Cheshire West, Halton and Warrington Youth Justice Service links 20](#_Toc348522558)

# Background

This protocol is to ensure effective joined-up working between Cheshire East, Cheshire West, Halton & Warrington Youth Justice Service (YJS), Cheshire East Council Children’s and families Service, Halton Borough Council Child and Families Services (Children’s Services), Warrington Borough Council Targeted Services and Cheshire West and Chester Children and Young People’s Services (Children’s Services) in the delivery of effective services for children and young people.

# Purpose of Protocol

It is recognised that both YJS, Children’s Services and Targeted Services work with vulnerable children, young people and their families and effective working relationships are essential in identifying need, risk and delivering a coordinated, effective package of support.

This protocol makes explicit YJS, Children’s Services and Targeted Services commitment to working in partnership to ensure all Cheshire East, Warrington, Halton, and Cheshire West’s Children and Young People are safeguarded from harm. The protocol outlines the working relationships between YJS, Children’s Services and Targeted Services to ensure the needs of children and young people are met to promote positive outcomes, in compliance with the Children Act 2004.

Whilst these are the common aims of all five services, this protocol seeks to recognise the specific duties placed upon each agency and will clarify roles and responsibilities so that front line practitioners are able to fulfil these duties.

It is recognised that a barrier to achieving these aims can be language and terminology. Therefore, a [glossary of terms](#_Appendix_1_–) (Appendix 1) is attached to assist practitioners in their understanding.

## Safeguarding Children & Young People

Safeguarding is everyone’s business. YJS are involved with children and young people who have committed criminal offences and as a result are required to access support, advice and guidance from YJS to prevent future criminal behaviour. This cohort of young people may be at risk of harm and/or are in need of additional support services to ensure they fulfil their potential. It must also be recognised that young people involved with YJS may have other siblings, whose needs also require safeguarding.

It is the responsibility of YJS to identify these needs during the course of their intervention with families and, if appropriate, request support from Children’s Services based upon [Halton’s Levels of Need (Appendix 2)](#_Appendix_2_–), [Warrington’s Targeted Services Threshold Criteria (Appendix 3)](#_Appendix_3:_), Cheshire East Levels of need and thresholds (Appendix 4) and Cheshire West and Chester’s Continuum of Need Model (Appendix 5). YJS recognise that the needs of a child or young person are on a continuum and do not necessarily require statutory intervention but require the most appropriate assessment or delivery of support services to meet their identified needs. This can be achieved via universal services, the [Common Assessment Framework (CAF) or Team Around the Family (TAF)](#_Appendix_4:_).

The [pathways for requesting and accessing Children’s Services](#_Appendix_3:_) are well established and the Appendix 2 details the pathway for Warrington and Appendix 5 details the pathway for Cheshire East. To aid this process, the [Structure of Children’s Services](#_Appendix_3:_) and Targeted Services with key contact details is also included. In addition, Appendix 5 provides the [structure of YJS with key contacts.](#_Appendix_5:_Cheshire)

Where both YJS and Children’s Services or Warrington Targeted Services are working with a child, young person and their family, the expectation is that both services contribute to assessments and planning to meet the identified needs, via CAF/TAF Processes, Child In Need meetings, Child Protection Case Conferences and Core Group Meetings, Pathway Planning meetings and Child in Care Planning Meetings.

This commitment to collaborative working to meet the needs of children and their families is underpinned by the presence of the YJS Head of Service attending and contributing to the Local Safeguarding Children’s Board (LSCB) in all **Four** Local Authorities.

## Responsibilities of Cheshire East Children’s and Families Service, Cheshire West and Chester Children and Young People’s Services, Warrington Targeted Services, Halton Children’s Services, and YJS when a child is arrested

Children’s Services and Warrington Targeted Serviceswill contribute to the statutory aims of the Youth Justice System. This should be achieved by working together to identify appropriate services to meet the assessed needs of young people involved in offending.

All children and young people under the age of 16 must have a parent or carer with them when they attend court during all stages of the proceedings, unless the court is satisfied that it would be unreasonable to do so.

YJS will provide an Appropriate Adult service Monday – Thursday between the hours of 9 am to 5 pm and Friday 9am – 4:30pm (5pm for Halton and Warrington) to those young people arrested for whom there is no appropriate adult available. This service may be under-taken by volunteers whose sole responsibility is to act as an appropriate adult. It will be the responsibility of Cheshire East, Cheshire West and Chester, Halton and Warrington out of hours working / Emergency Duty Team arrangements to ensure out of hours provision of Appropriate Adults.

If a Young Person is a looked after child / Cared for Child then the Social Worker or another worker representing the local authority should act as appropriate adult.

It is recognised that Cheshire East (EDT) and Halton Emergency Duty Team (EDT) or Out of Hours Team (OOH) is not an extension of Children’s Services daytime services and where reasonably possible YJS should persist with a case past 5pm (4:30pm on a Friday for CE and CWC. If this is not reasonably possible, a YJS representative will contact EDT/OOH at the earliest opportunity to advise them of the situation and need for an appropriate adult.

When children are in police custody and a problem arises with their accommodation, the YJS worker acting as the Appropriate Adult will do all they can to find suitable accommodation. During the course of these enquiries, YJS should liaise with *Housing in Warrington initially and* Children’s Services in CE, CWC and HBC.

In the case of Children in Care, Children’s Services or Warrington Targeted Services will ensure that the child is represented in court by a parent, foster carer, residential care worker or Social Worker. It is not appropriate for the YJS worker to take on this role.

**Practice guidance**

YJS and CE Children and Families service, HBC Children’s Services, CWAC Children’s Services or Warrington Targeted Services should question and challenge bail conditions to ensure there is a proportionate response to the risk.

*‘Children’s services, targeted services have responsibility to provide accommodation when necessary’ under the Children Act 1989. (Southwark judgement)*

## Responsibilities of Cheshire East Council Children’s and families Service, Warrington Targeted Services, Halton Children’s Services, Cheshire West and Chester Children and Young People’s Services and YJS *when a child is remanded??*

Process in Court

At Court the YJS Officer will establish with the Crown Prosecution Service (CPS) as to whether bail is to be opposed. Where bail is not opposed appropriate conditions, if any, will be discussed and the young person bailed to the next available Youth Court.

Where bail is opposed the YJS Officer in Court will complete an assessment, the purpose of which is to identify what can be done to address the objections to bail and determine type of bail provided:

* Unconditional bail – to be the first consideration
* Conditional bail

If there are accommodation issues, only when all necessary checks for alternative accommodation prospects have been exhausted the YJS worker must contact the relevant Local Authority Children and families Service/Targeted Services duty Social Worker (or case holding Social Worker) and inform them that a remand to Local Authority accommodation (non- secure) is possible and that an assessment of the young person is required.

Children’s Services and Warrington Targeted Services must make available adequate provision for remands to their care and that placements are matched appropriately. It is the responsibility of Children’s Services and Targeted Services to notify the courts (either orally or in writing) where they will place the child.

Remand to the Care of the Local Authority

A Court that remands a child to local authority accommodation must designate the local authority that is to receive the child. The local authority for this purpose is where the child habitually resides or the offence or one of the offences was committed.

The designated authority must receive the child and provide/arrange suitable accommodation for them (as per the duties of a local authority to place a child that is remanded as set out in section 22C of the Children Act 1989).

Breach of Remand into Local Authority Accommodation

The Police have the Power of Arrest (without warrant) for any breaches of RLAA conditions and can hold the young person for up to 24 hours, being brought before a Justice of the Peace as soon as practicable.

Remand to Youth Detention Accommodation

A Court that remands a young person to Youth Detention Accommodation does so following the young person meeting a set of criteria. As in the case of RLAA, the Court must designate the Local Authority that will receive the young person as under the LASPO Act 2012, they become a Looked After / cared for Child.

For the purpose of the Court, there are two sets of conditions detailed in Appendix 6 - Remand Criteria

Regardless of the type of remand, the YJS will always appoint a case manager to oversee the case. Responsibilities include, ensuring the welfare and safety of the young person whilst on remand and working with the provider to ensure all risk information has been received and understood. The case manager has a specific responsibility to review the remand to ensure that bail is not a realistic option at a later date. Additionally, the case manager will liaise with Children’s Social Care about the young person’s Cared For status, will keep in touch with the young person’s parents and carers and will visit the young person at least monthly whilst on remand.

All young people who are securely remanded will become ‘looked after’ by the local authority. In addition, local authorities will become financially responsible for all youth remands to secure accommodation, although responsibility for commissioning and placements will be retained by central government.

How to notify Children’s Social Care

If there is a risk of a young person being Remanded to Youth Detention Accommodation early notification to the relevant Children’s and Families, Children’s Services and Warrington Targeted Services is necessary to explore if there is any package of support that can be offered to reduce the risk.

All Remand Services are provided locally, even if the child normally resides outside of Cheshire. In such circumstances YJS will fully liaise with home YOT or home Children’s Social Care department as appropriate.

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**Practice guidance**

Liaison between YJS and Children’s Services/ Warrington Targeted Services should take place at the earliest opportunity where remand is a possibility to ensure appropriate and timely planning.

The courts should be encouraged to “reside as directed”, unless in exceptional circumstances and “reside into the care of the Local Authority” is appropriate.

Agreement to this Order must be secured from a Children’s Social Work Services Manager

## Safeguarding and promoting the welfare of children and young people in custody - Children in Care who receive a custodial sentence.

## Children and Families Services, Children’s Services and Warrington Targeted Services have continuing responsibilities when a Child in Care under Section 38 or Section 31 of the Children Act 1989, is sentenced to a Detention and Training Order (DTO) and enters a Young Offender Institution (YOI), Secure Training Centre (STC) or Looked After Secure Children’s Home (LASCH).

These responsibilities are outlined in the Children in Care in the Criminal Justice Systempolicy. In brief, the policy makes explicit that these children remain a child in care and there is no change to their legal status or any of the duties and responsibilities of Cheshire East Council, Halton Borough Council, Warrington Borough Council or Cheshire West and Chester Council. These duties include the same standard of care planning, visiting and reviewing as those not detained.

**Practice guidance**

Upon sentencing, the child’s Social Worker is expected to provide all relevant information to the YJS officer within 5 working days.

Following detention, the child should be visited by his/her Social Worker within one week and then at typical statutory requirements.

The Safeguarding Unit need to be informed of the change in circumstances so that a Review can be arranged during the course of detention. Further consideration needs to be given to reconvening a Review in the final month of sentence to ensure discharge plans are appropriate.

In addition to the care planning requirements, the allocated Social Worker should be invited to all sentence planning meetings. The minimum standard is to attend the first meeting and pre-release meeting. The arrangements and plan for release should be in place 4 weeks prior to release on licence. It is understood that there may be delays at times in confirming accommodation by the 4 week timescale, therefore there may be some flexibility in relation to this which will be discussed on a case by case basis. If accommodation is not identified 4 weeks prior to release in accordance with Youth Justice Board National Standards this should be discussed further with a YJS Senior Manager. It is an absolute expectation that accommodation is confirmed at the Final meeting which is usually conducted 10 days prior to release.

If a child or young person receives a custodial sentence whilst accommodated under Section 20 (CA 1989) then they will cease to be a child in care / looked after child but are entitled to be considered as a former child in care and a visit to them should be completed within 10 days of detention. Any further requests for a visit must be considered where reasonable.

If this cohort of children and young people are eligible and relevant care leavers then they are entitled to an assessment, support and guidance, including accommodation if necessary. Plans must be in place within 4 weeks of release. All local authority links (Appendices 2-5) contain a [guide to a young person’s eligibility status.](#_Appendix_2_–)

## Accommodation for all young people on release from Custody.

At the outset of a custodial sentence, planning will be considered for rehabilitation and release from custody. The YJS worker will confirm the arrangements for accommodation on release and incorporate this within the sentence plan for the young person. If there is a need for alternative accommodation to be in place as a result of a young person’s accommodation not being available, or a parent being unwilling for the young person to return to their care, the YJS worker will make a referral to social care. If the young person is already open to children’s social care, the social worker / personal advisor will advise the YJS worker what the arrangements for release accommodation are. The arrangements for release accommodation are discussed in the initial custodial planning meeting, and must be in place 4 weeks prior to release. The YJS worker will be able to contribute to a social care assessment, and to be involved in joint visits to parents to encourage facilitation of the young person’s return home if this is assessed as the most suitable place for the young person to return to. There is a need for arrangements to be in place as early as possible into sentence, to ensure an effective transition from custody to the licence period of the Order. The YJS worker will be able to provide information to support social care and housing to complete assessments under the CE, CWC and Halton and Warrington Joint Housing and Social Care protocols, which will be able to include video conference facilities to enable interviews to take place, and being part of the planning and review meetings whilst in custody.

It is not acceptable for young people leaving custody to not have accommodation available until the day of release, and agencies are committed to avoiding this. Named accommodation should be available at the point of the pre-release meeting, which is usually four weeks before the end of the custodial part of the Order. If there are difficulties with this, which has been escalated through discussions with line managers with no satisfactory outcome, a meeting will be convened involving head of service from YJS and a senior manager from Social care. This will be with a view to ensuring all actions have been taken to identify accommodation prior to release, and to agree actions to achieve this before the release date.

## Review and arbitration

It is recognised that professional differences will arise during the course of working together to meet a child’s needs. This value of challenge is positive. However, if there are any significant differences that cannot be resolved then reference should be made to the Pan Cheshire Escalation Policy**.**

This document will be reviewed annually by the YJS Head of Service, Cheshire East, Halton Children’s Services Divisional Manager, Warrington Targeted Services Service Manager and Cheshire West and Chester Senior Manager CIC and Care Leavers. Any concerns relating to the protocol should be addressed for their attention.

(Signatures)

Youth Justice Service (incorporating Cheshire East, Cheshire West, Halton and Warrington)

(Signatures)

Cheshire east Children’s and Families Services

(Signatures)

Halton Children’s Social Work Services

(Signatures)

Warrington Children and Young People Targeted Services

(Signatures)

Cheshire West and Chester’s Children and Young People’s Services

# Appendix 1 – Glossary of Terms

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| Accommodated | When a child is looked after / Cared for by the Local Authority, by agreement with a person who has parental responsibility for the child. The Local Authority does not have parental responsibility for the child. Also referred to as Section 20. |
| CBO and Civil Injunctions | A Criminal Behaviour order can be issued by any criminal court against a person who has been convicted of an offence to tackle the most persistently anti-social individuals who are also engaged in criminal activity.  Civil Injunctions are Civil Orders aimed to stop or prevent individuals engaging in anti-social behaviour quickly, ‘nipping problems in the bud before they escalate’.   |  | | --- | |  | |
| Asset Plus | Asset Plus is a structured assessment tool used by the YJS prior to any intervention with a young person. Its aim is to identify particular needs or risk factors the young person may have, in order to enable practitioners to structure intervention effectively. |
| BSS | Bail Supervision and Support. A programme of intervention given to a young person on Bail pending a Court appearance. |
| Care/in Care | When a child is looked after / Cared for by the Local Authority and is the subject of an interim or full care order made by a court in accordance with Section 31 Children Act 1989, the Local Authority shares parental responsibility with any other person who already has parental responsibility.  When a child is subject to an interim care order (5.38) the degree to which the parental responsibility is shared is determined by the court.  When a full care order (5.31) is made the Local Authority is able to decide how far and in what ways the parent can exercise their parental responsibility and thus is in control of the arrangements of the child. |
| Care Plan | A plan which details arrangements which are in place to meet the needs of a child who is looked after by the Local Authority and arrangements for the child's future. The plan is made in consultation with the child, parents and other important people or organisations in the child's life. |
| CART | Children’s Contact and Referral Team. Acts as ‘first point of contact’ for Referrals to Children’s Services in Cheshire West and Chester and in Halton |
| ChECS | Cheshire East Consultation Service is the ‘front door and ‘first point of contact’ for referrals to Children and Families services from members of the public and professionals. |
| Child | A person under the age of 18, unless married |
| Child Assessment Order (5.43) | A time limited order made by the court enabling Children’s Services to carry out or arrange for an assessment of a child when this is being refused by a parent or carer. |
| Child in Need | A child who is assessed by the Local Authority as being in need of services as a result of the child being disabled OR in order to:   * Maintain a reasonable standard of health or development * Prevent the child's health or development from being impaired.   (Section 17 (10) Children Act 1989). |
| Child in Need Plan | A multi agency meeting that shares information and develops a plan to meet a child’s identified needs to promote positive outcomes. The plan will be reviewed at regular intervals. |
| Child Protection Plan | A multi-agency plan which is in place in relation to any child who is considered to be at continuing risk of significant harm. The purpose of the plan is to ensure that the child's safety is maintained whilst the risk of harm in the future is reduced. |
| Children’s Services Authority | The department in the Local Authority providing or arranging services for children and young people, including education and social care. It is headed by the Director of Children’s Services. |
| CJS | Criminal Justice System. A term for the institutions and practices involved in upholding the law, rehabilitation of offenders and the imposition of sentences determined by the courts. |
| Common Assessment Framework (CAF)/Team Around Family (TAF) | CAF/TAF is a nationally standardised approach to conducting an assessment of the needs of a child or young person/family and deciding how those needs should be met. It ensures that services are coordinated via a lead professional, and that needs are met at an early stage before they get worse. |
| Connected Person | Relates to a child who is placed under an ICO or a CO with a family member. The family member must meet National Minimum Standards for foster carers. They are then approved as foster carers and are subject to the same standards and expectations, including training. |
| Core Group | The group of parents and professionals, identified at the initial child protection conference, who are responsible for implementing the protection plan. |
| Corporate Parenting | A term used to recognise that all agencies within the Local Authority have a responsibility to meet a child’s needs where we have parental responsibility |
| COSR | Court Ordered Secure Remands are available to courts for 12–14-year-olds boys and 15 and 16-year-old girls. Boys aged 15 or 16 are also eligible providing they meet certain criteria andthe court is satisfied that they meet the vulnerability criteria in s 23(5A) of the Children and Young Persons Act 1969. |
| CPS | The Crown Prosecution Service is responsible for prosecuting criminal cases investigated by the police in England and Wales. |
| Curfew | Electronically monitored (tag) or door stop Curfew (home visits by the Police.) |
| Designated Police Officer | A police officer of Inspector rank who is designated to enquire into the circumstances of and take responsibility for any child who is taken into police protection (Section 46 Children Act 1989). |
| Designated Person | A person who is a member of a schools senior management team, who is designated within a school, to take lead responsibility for advice to colleagues and liaison with other agencies on child protection cases and issues. |
| DTO | Detention and Training Order– allows for a period of custody for 12 to 17-year-olds. The length of the sentence can be between four months and two years, the first part of which is spent in custody and the second part in the community on licence. |
| DTR | Drug Treatment Requirement. The requirement to receive treatment for the illicit use of drugs. The young person must give their consent to treatment and a treatment provider must be identified. |
| Emergency Duty Team (EDT) | The Children’s Social Work Services team who are responsible for providing a response out of normal office hours |
| Emergency Protection Order (EPO) | An order made by a court in accordance with Section 44 Children Act 1989, to enable the applicant (usually Children’s Social Work Services) to remove a child to a safe place or to prevent the removal of a child from a safe place on the grounds that the child would otherwise be likely to suffer significant harm.  The order can also be obtained to gain access to a child where parents or carers are preventing this and the child is believed to be a risk of significant harm. It also can include medical examination and treatment if necessary.  The duration of the EPO is specified in the order, but will not exceed eight days. An EPO gives the applicant parental responsibility which it shares with the parent(s). |
| ETE | Education, training and employment. |
| HDC | Home Detention Curfew. The early release from custody with the imposition of an electronically monitored curfew for the duration of HDC. |
| HMCS | Her Majesty’s Court Services brings together Her Majesty's Courts Service and the Tribunals Service into one integrated agency providing support for the administration of justice in courts and tribunals. |
| Integrated Children’s System (ICS) | The electronic recording system used by Children’s Services to support good quality planning, intervention and review in its work with children and families. |
| Integrated Working Support Team (IWST) | An advisory and support service that specifically supports professionals to complete and review CAF, ensuring a preventative service is delivered. |
| Independent Reviewing Manager/Officer | A person employed by Children’s Social Work Services whose duties include chairing child protection conferences and statutory reviews for Children in Care |
| Initial Child Protection Conference | A meeting which takes place when it is assessed that a child is at continuing risk of harm. All agencies involved as well as the parents and child (where appropriate) would normally attend in order to determine whether the child's name should be placed on the child protection register and to draft an outline child protection plan. |
| IOM | Integrated Offender Management is an overarching framework that allows local and partner agencies to come together to ensure that the offenders, whose crimes cause most damage and harm locally, are managed in a coordinated way. |
| ISS | Intensive Supervision and Surveillance Requirement. Is aimed at serious or prolific offenders who are at risk of custody. ISS can be part of a Bail Requirement or as a Requirement to a Youth Rehabilitation Order (YRO.). The ISS Requirement can last between 3-6 months and involve up to 25 hours supervision and intervention per week. |
| JAG | Joint Action Group is a multi-agency problem solving group accountable to the Crime and Disorder Partnership. |
| LASCH | Local Authority Secure Children’s Home. Secure children’s homes are for the youngest offenders (aged between ten and 14), and those who may have been in care or have mental health problems. They are run by local councils. |
| LASPO | Legal Aid, Sentencing & Punishment of Offenders Act 2012 has implemented some key changes most notable to reference in this document is that it provides a single remand framework for all children and young people removing any difference in treatment based on age and gender. All remand children and young people will be treated as looked after / Cared for by the local authority designated by the court when remanded securely. |
| Levels of Need | A framework to assist in meeting the needs of children in the most appropriate way. |
| Local Authority Designated Officer (LADO) | The Local Authority Designated Officer (LADO) is responsible Designated Officer for the management and oversight of cases where there is an allegation against an adult who works with children. Also providing advice and guidance to employers and voluntary organisations. Liaising with police and other agencies, and monitoring the progress of cases to ensure that they are dealt with as quickly as possible, consistent with a thorough and fair process. |
| Looked After / Cared for | When a child is `in care' on a statutory basis, or `accommodated' on a voluntary basis by the Local Authority. The child may be in a foster or residential home or placed at home. |
| LSCB – Local Safeguarding Children Board | Safeguarding and promoting the welfare of children requires effective  co-ordination in every local area. For this reason the Children Act 2004 requires each Local Authority to establish a LSCB. The LSCB is the key statutory mechanism for agreeing how the relevant organisations in each area will co-operate to safeguard and promote the welfare of children in the locality, and for ensuring the effectiveness of what they can do. |
| MAPPA – Multi Agency Public Protection Arrangements | Arrangements to assess and manage any risk to the public that may be presented by certain offenders. These arrangements include the Multi Agency Public Protection Process (MAPPP) used to manage the small numbers of offenders considered to represent a very high risk. |
| MARAC – Multi Agency Risk Assessment Conference | MARAC is an information sharing framework to help victims of domestic abuse and their families. Multi Agency Risk Assessment Conferencing is used to identify victims of domestic abuse who are most at risk of experiencing violence in the future. Information gathered during the risk assessment is shared among relevant agencies to promote the safety of the abused adults and their children. |
| NAI | Non accidental injury |
| Named Doctor/Nurse | Health professional named by a Trust to have specific responsibility for advice and information on child protection matters within an NHS Trust. |
| National Standards | The National Standards outline the minimum standards for youth offending team (YJS) managers, YJS practitioners and other relevant partners delivering Youth Justice Services within the youth justice system. |
| Out of Hours Team | Warrington Targeted Service who are responsible for providing a response out of normal office hours. |
| Parental Responsibility | A legal term from Section 3(1) of the Children Act 1989, meaning `all the rights, duties, powers and authority which by law a parent of a child has in relation to the child and his property.' Always held by the mother and by a father where the parents are married. Unmarried fathers may acquire parental responsibility by registering the child’s birth jointly with the mother or by formal declaration. Unmarried fathers have only since December 2003 and not retrospectively been able to gain parental responsibility by registering the birth with the mother. Parental responsibility is also acquired by a non-parent holding a Child Arrangements Order (Section 8 Children Act 1989) and by the Local Authority if the court commits a child to its care. Parental responsibility is only removed from birth parents completely at the point of a child being adopted. |
| Parenting Order | Parenting Orders were created as a means to making parents accountable for the offending of their children, whilst at the same time, giving them the support necessary to take proper control and care of their children. |
| Police Protection Order | The power that any police officer has, in accordance with Section 46 Children Act 1989, to remove to, or keep in a safe place, any child who is found to be at risk of significant harm. The power lasts 72 hours and (amongst other things) Children’s Services must be notified that a child has been made the subject of police protection as soon as is practicable in order that Section 47 enquiries can be carried out. |
| PPO | Prolific and priority offenders (PPOs) are persistent offenders who pose their greatest risk of offending behaviour in their community. They are part of the IOM scheme and managed through the local JAG. |
| Private Fostering Arrangement | When a child is cared for by someone who is not a parent or a close relative. It is a private arrangement and expected to last 28 days. Children’s Social Work Services has statutory duties to assess and support such arrangements. |
| PSR | A Pre-Sentence Report is only written after an offender pleads guilty or is found guilty after trial. It is written by a YJS Officer to inform the judge or magistrates about the offenders personal circumstances, make an analysis of offending behaviour and make recommendations about sentencing outcomes. |
| Review Child Protection Conference | Meeting held at regular intervals whenever a child is the subject of a child protection plan and determines whether the plan needs to be continued or discontinued. |
| Risk to children | The term now used to highlight individuals who have been formally assessed as presenting a potential risk to children. They may or may not have been convicted of a criminal offence. The term ‘Schedule 1 Offender’ is no longer used, as it is not a reliable indicator of risk. |
| ROSH | A ROSH (Risk of serious harm.) forms part of the ASSET PLUS risk assessment and looks more closely at the risk an offender poses of causing serious Harm. |
| ROTL | A prisoner can be Released On Temporary Licence following an assessment of risk and previous good behaviour. ROTL can be used to aid community integration prior to release or to engage in approved community activities. |
| Safeguarding | Activity intended to ensure that children stay safe; to protect them from maltreatment, neglect, violence and sexual exploitation and also to minimise more general risks such as those from accidents and bullying. |
| Scaled Approach | The focus of the Scaled Approach is to tailor interventions to the individual, based on their assessed likelihood of reoffending and risk of serious harm. Evidence suggests that interventions are more effective when their level and intensity is matched to an assessed likelihood of reoffending, and when they are focused on the risk factors most closely associated with a young person's offending. |
| Section 17 | The section of the Children Act 1989 that describes the responsibility of the Local Authority towards “children in need”. |
| Section 18 offence | Wounding or causing grievous bodily harm with intent to do some grievous bodily harm |
| Section 20 offence | Wounding causing grievous bodily harm (GBH) |
| Section 39 offence | Common assault. |
| Section 47 Enquiries (also known as Child Protection Investigations) | Enquiries carried out in accordance with Section 47 of the Children Act 1989 where a Local Authority Children’s Services is obliged to carry out enquiries whenever it suspects, or is informed that, a child who lives in its area is suffering or is likely to suffer significant harm. The enquiries are directed at determining whether the authority should take any action to safeguard or promote the child’s welfare. |
| Section 47 Offence | Assault causing Actual bodily harm |
| Section 90/91 offence | If a young person is convicted of an offence for which an adult could receive at least 14 years in custody, they may be sentenced under Section 90/91. Section 90 custodial tariff is set by the Judge. Section 91 automatic release from custody at the half way point of sentence. |
| Section 228 Offence | Extended sentence for violent or sexual offences |
| Section 226 Offence | Indeterminate sentence and is broadly comparable to a discretionary life sentence |
| Serious Specific Offence | An offence which merits 10 years or more in custody for an adult. |
| Significant Harm | Harm means ill treatment or the impairment of health or development. It includes physical, intellectual, emotional, social or behavioural development and both physical and mental health. Ill treatment includes sexual abuse and non physical forms of ill treatment, eg, impairment suffered from seeing or hearing the ill treatment of another. The significance of the harm is a matter of judgement by comparison with a similar child. |
| Special Guardianship Order (SGO) | A SGO is an order made by the courts that places a child to live with someone permanently and gives them parental responsibility. A SGO allowance may be applicable. |
| SSR | A Specific Sentence Report (stand-down report) provides information about an offender to the Court on the same day and helps the Court determine the offender’s suitability for a specific sentence. |
| STC | Secure Training Centres are purpose built for young offenders up to the age of 17 years. They are run by private contractors. |
| Strategy Discussion | A discussion involving Children’s Social Work Services, the Police and any other agencies as appropriate, that takes place whenever there is reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm.  Depending on the circumstances and degree of urgency, a strategy discussion may take place at a meeting or by other means, for example by telephone. Its purpose is to plan necessary enquiries. |
| YDA | Youth Detention Accommodation this replaces Court Ordered Secure Remand (COSR) and custodial remand. Youth Detention Accommodation consists of Local Authority Secure Children’s Homes (LASCH), Secure Training Centres (STC) and Young Offender Institutions (YOI). |
| YOI | Her Majesty's Young Offenders Institution (or HMYOI) is a type of [prison](http://en.wikipedia.org/wiki/Prison) intended for offenders aged between 18 and 20 years old. |
| YRO | A Youth Rehabilitation Order (YRO) is a Community Order imposed by the Court and is given to young people under 18 years old for having committed a criminal offence. |

# Appendix 2 – Halton Borough Council links

* [Halton Borough Council Levels of Need and SEND offer](http://haltonchildrenstrust.co.uk/halton-levels-of-need/)
* [Safeguarding procedures in Halton](http://www.proceduresonline.com/pancheshire/halton/index.html)

# Appendix 3: Warrington Borough Council links

* [Warrington Threshold of Need and Response Guidance](http://warringtonlscb.org/wp-content/uploads/2017/11/Threshold-of-need-guide-high-res.pdf)

* [Senior Managers - Children and Young People’s Services](https://www.warrington.gov.uk/info/201081/the-council/47/council-structure-and-senior-managers)
* Warrington Service Provision Pathway



* Warrington Closure Pathway



* Guide to Young Person’s Eligibility Status



# Appendix 4: Cheshire West and Chester links

* [Continuum of Need](https://www.cheshirewestlscb.org.uk/professionals/continuum-of-need/)
* [TAF Process](http://ies-news.info/2016/01/16/supporting-information/)
* Guide to Young Person’s Eligibility Status



**Appendix 5 – Cheshire East Council links**

[Timely Support for Children and Families in Cheshire East – Guidance on Thresholds of Need (2018)](http://www.cheshireeastlscb.org.uk/pdf/timely-support-for-families-in-ce-guidance-on-thresholds-of-need-march-2018.pdf)

* [Cheshire East Children and Families Organisational Structure](http://www.cheshireeastjobs.co.uk/pdf/org-chart-senior-management-team.pdf)
* [Cheshire East online procedures](http://www.proceduresonline.com/pancheshire/cheshire_east/contents.html)
* [Step Up to Children’s Social Care / Step Down to Early Help](http://www.cheshireeastlscb.org.uk/pdf/step-up-step-down-policy-march-2016.pdf)
* [Multi-agency Practice standards](http://www.cheshireeastlscb.org.uk/pdf/multi-agency-practice-standards-april-2016.pdf)
* Guide to Young Person’s Eligibility Status



# Appendix 6: Youth Justice Service links

* YJS structure chart



* LASPO Remand Criteria flowchart



* LASPOA guidance



* Flowcharts to support LASPOA guidance -



* Responsibilities of LASPO Act

