**Borough of Hillingdon**

**CHILDREN’S SOCIAL CARE**

**PRACTICE STANDARDS**

**VISITS TO CHILDREN SUBJECT TO CHILD PROTECTION PLANS**

**Wherever a Child is subject to a Child Protection Plan the child's social worker must visit and see the child adhering to the following standards and intervals as detailed below:**

1. Children are to be visited by a qualified and registered Social Worker and seen within **one week** of an initial conference at home;
2. The initial visit must be recorded onto the case management system under the' successful statutory visit' heading in the case note drop down list within LCS, only if the child is seen. If the child is not seen the visit should be recorded under the 'unsuccessful statutory visits' heading.
3. Visits must be recorded in case notes within **24 hours** of the visit taking place.
4. If no one is in when the Social Worker visits, they must leave a note advising of the visit and when they will either call back and/or their contact details (unless there are reasons not to e.g. Domestic Violence and Abuse);
5. After the initial visit the child must be visited by a qualified and registered Social Worker at intervals of **20 working days at home**. The visit must be recorded onto the child's record under the 'successful statutory visit' heading drop down list within LCS, but only if the child has been seen;
6. If the qualified and registered Social Worker does not see the child, they or another qualified and registered Social Worker, must undertake the visit to ensure that this is carried out within the timescale;
7. This is a minimum requirement and if the individual Child Protection Plan requires qualified social worker visits more frequently, they must be carried out as directed in the plan;
8. This could include visits to see the child at school or away from the home;
9. The child must be visited prior to the first review of the plan;
10. Visited prior to subsequent reviews of the plan;
11. Visited prior to core group meetings;
12. The child/young person must be seen **alone at each visit** (in accordance with their age and understanding) and must be seen at intervals specified by the child protection plan. If the child/young person is not seen alone this must be recorded and a subsequent visit undertaken within the timescale. Where the child/young person is not seen alone and the social worker has concerns this should be reported to the team manager.