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| **Local Authority social work evidence template** |  | In the Family Court sitting at |
|  | In the matter of the Children Act 1989 |

Use of this document is recommended by the President of the Family Division, the Association of Directors of Children’s Services, Cafcass, HM Courts and Tribunals Service, the Department for Education and the Ministry of Justice, in compliance with PLO 2014.

**The child(ren)**

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| **Names** | **Gender** | **Date of Birth** | **Child’s current placement status** | **Child’s current  legal status** |
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| **Local Authority and Social Worker details** | |
| Case number |  |
| Filed by [local authority] |  |
| Social work statement number in the proceedings, e.g. 1st, 2nd, 3rd |  |
| Social work statement number for this witness e.g. 1st, 2nd, 3rd |  |
| This witness’s name, qualifications, experience, and office address |  |
| This witness’s HCPC registration number |  |
| Dated |  |

Contents page

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | | Page no. |
| **Section 1** | Case details | |  |
|  | 1.1 | Family composition |  |
|  | 1.2 | Genogram |  |
|  | 1.3 | Ecomap |  |
|  | 1.4 | Summary of reason/s for order sought |  |
| **Section 2** | The social work chronology | |  |
| **Section 3** | Analysis of harm | |  |
|  | 3.1 | The social work analysis of harm and risk |  |
|  | 3.2 | The outcome and analysis of local authority involvement |  |
| **Section 4** | Child impact analysis on each individual child | |  |
|  | 4.1 | Analysis of the child’s daily life and experience |  |
|  | 4.2 | Any continuing risks the child faces |  |
|  | 4.3 | Analysis of the child’s welfare and development needs |  |
|  | 4.4 | The child’s wishes and feelings |  |
|  | 4.5 | The child’s own statement (where applicable) |  |
|  | 4.6 | Benefits and detriments to the child of any proposal/s for assessment, expert evidence adjournment or other delay |  |
| **Section 5** | Analysis of parenting capability | |  |
| **Section 6** | Analysis of wider family capability | |  |
| **Section 7** | The proposed care plan for each child | |  |
|  | 7.1 | Table of realistic placement options |  |
|  | 7.2 | The preferred and proposed placement option, with the reasons |  |
|  | 7.3 | The contact plan |  |
| **Section 8** | Views and issues raised by other parties (where known) | |  |
|  | 8.1 | Mother’s views |  |
|  | 8.2 | Father’s views |  |
|  | 8.3 | Views of wider family members |  |
|  | 8.4 | Views of any other parties or significant others |  |
| **Section 9** | Updating where there are minor changes | |  |
|  | 9.1 | Update on matters set out in the application |  |
|  | 9.2 | Any proposals for further evidence assessment that the court should consider |  |
| **Section 10** | Statement of procedural fairness | |  |
| **Section 11** | Signature | |  |

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| **1. Case details** |
| **1.1 Family Composition**  This section should include family members and relationships, especially the primary carers and significant adults/other children and should specify the relationship in respect of each child subject to the application. Please set out the family members' full names, their dates of birth, their nationality, ethnicity and their current addresses. |

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| **Name** | **Relationship** | **Parental Responsibility** | **DOB** | **Nationality** | **Ethnicity** | **Address** |
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**1.2 Genogram (mandatory)(but format may be adapted)**

Include family members and their relationship to each child

Include all other relatives

**Key:**

Female

Male

**1.3 Ecomap (risky and protective contacts) (optional)**

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| 1.4 Summary of reason/s for order sought |
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| **2. The social work chronology** |
| Key incidents already listed in the application form can be re-stated here so that the social work chronology contains all significant incidents. |

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| **Date** | **Incident or sequence of incidents relevant to the child’s welfare** | **Significance** |
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| **3. Analysis of harm** |
| **3.1** The social work analysis of the harm the child (or each child) has suffered and/or the/any risk of harm the child continues to face, including the analysis of the event/s that led to the application i.e. the threshold as described in the application form |
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| **3.2** List of previous assessments and interventions | | | |
| **Organisation** | **Description of assessment/intervention** | **Date** | **Outcome and effectiveness** |
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| **4. Child impact analysis** (make specific references to each child) |
| **4.1** Description of the child’s daily life and experience at the time harm was identified |
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| **4.2** Any continuing risk of significant harm including impairment of development to the child balanced against any factors which mitigate that risk and support for the care of the child (cross-refer to ecomap if used) |
|  |
| **4.3** Analysis of the child’s needs, against the welfare checklist |
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| **4.4** The child’s wishes and feelings and how these have been identified |
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| **4.5** The child’s own statement (where applicable) |
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| **4.6** Benefits and detriments to the child of any proposal/s for further assessment, expert evidence, adjournment or other delay |
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| **5. Analysis of Parenting Capability** |
| **5.1** Analysis of each parent’s capability to meet each child’s needs, including analysis of any capability gap and whether/how this can be bridged in the timetable for the child. Include unrelated members of the household/s where relevant. |
| Mother |
| Father |
| Other person with parental responsibility |

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| **6. Analysis of wider family and friends capability** |
| **6.1** Analysis of wider family and friends capability to meet each child’s needs, including analysis of any capability gap and whether/how this can be bridged in the timetable for the child. |
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| **7. The proposed S31A plan – the early permanence and contact plan** |

**7.1 Table of realistic placement options**

Add additional tables for each child in a sibling group. Only list realistic options, whatever the number ie, 1, 2, 3, etc. The LAC Care Plan should be filed separately.

|  |  |  |
| --- | --- | --- |
| **Child** | **First realistic option: [please describe option]** | |
| **Factors in favour** | **Factors against** |
|  |  |  |
|  | **Second realistic option: [please describe option]** | |
| **Factors in favour** | **Factors against** |
|  |  |
|  | **Third realistic option: [please describe option]** | |
| **Factors in favour** | **Factors against** |
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| **7.2 The preferred and proposed placement option for each child, with a welfare analysis of why including a proportionality evaluation that is a comparison of that option against the other/s. Analyse the support available for each realistic option.** |
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**7.3 The Contact Plan**

**The contact plan must be kept under review as circumstances change.**

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| **Child** | **Who contact is with and their relationship to the child** | **Brief rationale for the level of contact proposed** | **Level of support/ supervision** | **Frequency and duration** |
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| **8. Analysis of views and issues raised by other parties** |
| **8.1** Mother’s views |
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| **8.2** Father’s views |
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| **8.3** Views of wider family members |
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| **8.4** Views of other parties or significant others e.g. Cafcass, the Independent Reviewing Officer (IRO) |
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| **9. Update** |
| **9.1** Update on matters set out in the application form, if any. |
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| **9.2** Any proposals for further evidence/assessment that the court should consider (any such proposal should be analysed in 4.6 in relation to any implication for the timetable of the child) |
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| **10. Statement of procedural fairness** |
| **10.1** Have the contents of this statement been communicated to mother, father, significant others, and the child? |
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| **10.2** How has the Local Authority been clear in its communications, transparency and disclosure/s of its concerns to mother, father, wider family members and significant others? |
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| **11. Signature** |  | |
|  |  | |
| Print full name |  | |
|  |  | |
| Role/position held |  | |
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|  | **The facts in this application are true to the best of my knowledge and belief and the opinions set out are my own.** | |
| Signed |  | |
|  |  | |
| Date |  |  |