



**No: 002**  
**September 2012**

## **One Minute Guide: Birthday Alerts on Protocol**

**THIS ONE MINUTE GUIDE IS FOR STAFF ACCESS ONLY**

**PLEASE SEE FORMS LIBRARY**

**LOCATION: 'PROCEDURES' SECTION**



The screenshot shows the Redbridge Children's Trust website. On the left is a navigation menu with the following items: home, contents, keywords & contacts, quick guide, values, register for alerts, search, and forms library. The 'forms library' item is highlighted with a blue bar. An arrow points to this bar. The main content area is titled 'Redbridge Children's Trust Procedures Manual - Contents' and is dated 'June 2014'. It includes a 'Quick Guide' section and a 'Quick Links' section with a list of six items: 1. Policy Values and Strategy, 2. Preventive and Supportive Services, 3. Looked After Services, 4. Fostering Services, 5. Adoption and Permanence, and 6. Staffing.

**IN THE FORMS LIBRARY SEE CONFIDENTIAL ONE MINUTE GUIDES SECTION**

**STAFF NOTICE: PASSWORD REQUIRED FOR ACCESS**