

Barnsley Children's Social Care Staff Transfer Scheme

Why operate a Staff Transfer Scheme?

The Staff Transfer Scheme has been developed to ensure all social workers have the opportunity to experience different areas of work within the children's social care service.

This ensures that Social Workers are familiar with all aspects of a child's journey throughout the children and families services, from the front door to permanency planning.

It also ensures that social workers build experience, practice and skills in social work as well as developing their continuous professional development to enable them to build a career with Barnsley Children's Social Care, allowing their valued expertise to be retained for the benefit of Barnsley's children and families. This approach ensures we continue our strong commitment to team work, support, development and learning.

Transferring to another part of the service, another part of the child's journey, can give help develop a practitioners experience, enhance practice and deliver better outcomes for children and their families, this scheme allows for a voluntary approach from social workers to their line manager to request a transfer into another team where there is a vacancy.

Criteria

This process will consider all requests for transfers from social workers who:

- Have been with their current team for at least 12 months
- Can identify the area that they wish to move to and there is a vacancy
- Can articulate the benefits for both the service and their personal development in facilitating this move
- Are not in a process dealing with capability or sickness issues
- Have their current line manager approval and service manager approval

Process

Interested employees should complete the 'Expression of Interest for Staff Transfer Scheme' form.

This should then be discussed with your team manager and service manager who will determine whether the transfer should be supported. **Applications will not be supported where there are current capability issues, disciplinary or sickness concerns.**

Policy initially authorised 2019

Last Reviewed - 14/07/2023

Review annually – next review July 2024

Where the transfer request is supported, the form will be passed to the Head of Service for final sign off.

Where the request is not supported, the employee will have the right to have this decision reviewed by the Head of Service.

There will not be a formal interview process but there will be a requirement to attend a one to one discussion regarding experience, skills and abilities and how these match to the chosen area to transfer to.

If it is identified that applicants do not currently have the necessary skills/experience etc. for the requested role, a programme will be developed in conjunction with the team manager, linked to appraisal and part of a learning and development plan.

See attached form

Expression of Interest for Staff Transfer Scheme

Name:	
Job Title:	
Start date with Barnsley MBC:	
Start date in current role:	

Which area within Children and Families Service are you interested in transferring to, if there is a vacancy or if a suitable vacancy arises?

Please provide a brief overview of your work experience to date in children services and any CPD you have undertaken to prepare yourself to work in your chosen area:

Signed _____ (Employee) _____ (Date)

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For Completion by your Team Manager:

You are requested to confirm that discussions have taken place with the applicant regarding movement to a role in the afore-mentioned service area as part of the applicant's future development and whether you recommend the applicant as a suitable candidate.

I confirm that discussions have taken place with the applicant regarding their move to _____ service and do/do not* recommend the transfer to this area.

*Please delete as appropriate.

Please give reasons below for supporting / not supporting the transfer to another service area. The application should not be supported if there are current capability issues, disciplinary or sickness concerns.

Signed _____ Team Manager _____ (date)

Signed _____ Service Manager _____ (date)

SignedHead of Service.....(date)

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