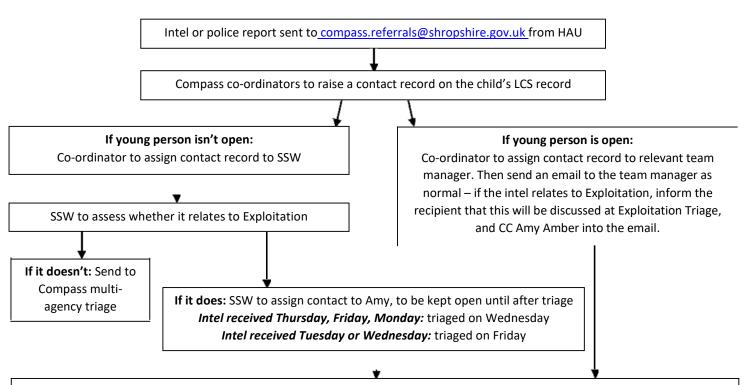


VERSION CONTROL

Title	Exploitation Intel Process
Author:	Clare Jervis
Approver & Date:	November 2020
Review Date:	November 2021

Exploitation Intel Process

Last updated November 2020



AMY TO PROCESS:

- Distribute the intel to the following:
 - Exploitation Lead: Clare Jervis
 - Early Help: Stafford Mason
 - o Education Access Service: Jo Smith
 - West Mercia Police: Shelly Gordon, Mia Hewitt, Nat Ryan
 - o YJS: Jason Steventon
 - We Are With You: Sonya Jones
 - o Branch Project: Carrie O'Keefe, Kelly Outram
- Record this correspondence on the open contact. Contact to remain open on Amy's EHM work-tray until after triage.
- If there is no open contact (if the child is already open) then this is to be recorded on a case note.

REFERRAL DISCUSSED AT TRIAGE (Wednesdays & Fridays 9.30am)

FOLLOW UP PROCESS:

- Amy to minute discussion and write up the agreed actions following the meeting. Possible actions could include:
 - Discussion with parents/school/SW to seek consent for checks, exploitation risk assessment or SWA
 - o Calling parents to gain consent for a risk assessment to be completed
 - Strategy meeting
 - Police investigations
 - o NFA
- Clare to check and make amendments where necessary.
- Amy to add the update to LCS or EHM accordingly:
 - o If an open case: Outcome to be added as a LCS Case Note, ensuring that social worker's name is ticked for notification
 - o If not an open case: Add to open EHM contact record and close down
 - o If not an open case, and case needs to be progressed further: Amy to assign to SSW on MAT duty within 24 hours
- Amy to email minutes to triage attendees.
- Clare & Amy to proceed with any allocated actions.
- Amy to add intel and outcome to monthly intel summary for Jeanette Hill to provide overview at next month's Exploitation Panel.