

Children's Services

Guidance for Commissioning Expert Reports and for sharing them with Child Protection Conferences

Where a case is in Proceedings, leave of the Court must be obtained to instruct and to share an expert report. When a specialist report is commissioned outside of Court Proceedings the child's Social Worker should ensure that professionals working with the child and their family are fully informed of the assessment, to enable them to consider the impact for the child and future work required. This flowchart is therefore intended to guide the commissioning and sharing of expert reporting.

When a Letter of Instruction is being written, it should be made clear to both the author and the family that parts of the report will be shared with relevant professionals working with the child.



Expert reports cannot be commissioned by a Child Protection Conference; it is the role of operational teams to commission them.



When the report is received by the Social Work Team, any challenge about the content of the report or any additional questions will be asked by the team in a timely way to ensure that future work is appropriate to managing the identified risk.



The QARO will read the specialist report before the Child Protection Conference.



The full analysis and recommendations will be included in the Social Work report for the Child Protection Conference.



A decision will be made about the sharing of the full report with professionals by the Social Work team, this will be based on the information being 'Necessary and Proportionate' to the risk being managed.

NB. For any child being managed within Court Proceedings, leave of the court will be required before any report is shared with professionals. Please seek advice from the legal team if required.

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