

# Derby City Children's Early Help and Social Care

## Our Practice Standards

1. The **voice and experience** of children and young people are captured through assessments, plans and visits and this informs the decisions that we make
2. A **timely and appropriate response** to contacts and referrals (including transfers between teams)
3. All children and young people to have an appropriate **allocated worker**; timescales to be in line with allocation and transfer policies
4. All **assessments** (both early help and single) to be completed within agreed timescales, informed by relevant assessment tools, with appropriate management sign off; and consideration should be given to a new single assessment if significant events occur
5. All children and young people to have an up to date **chronology** that documents significant events
6. All children and young people to have an up to date **SMART plan**
7. All **visits** to be completed, at a minimum, in line with procedures or statutory timescales, and should be in accordance with the child's plan. All visits should meet statutory requirements with regards to where the child is seen
8. Effective **direct work** is taking place, in line with the child's plan, which will reduce risks and achieve positive outcomes for the child
9. Appropriate responses to **additional factors** that are timely and in line with relevant protocols / strategies – i.e. *Pre-birth protocol, Neglect, DV, CSE and Missing , FGM, Forced Marriage, Human Trafficking and Prevent*
10. **Formal reviews and multi-agency meetings** should take place as necessary and in line with procedures (conferences, CSE meetings, LAC and CiN reviews, network and core group meetings, TAF meetings)
11. All staff and managers to make sure **case records / logs** are up to date, and all case recording is relevant
12. All staff to have **supervision** in line with the departmental policy that is recorded, reflective and where case focused recorded appropriately on the child's file

**Please refer to Derby City's Policies and Procedures for further information**

<http://derbycsc.proceduresonline.com/index.html>

<http://derbyshirescbs.proceduresonline.com/chapters/contents.html>



Derby City Council