

Lochabair Fòram Sgìreil Sheirbheis na Cloinne

LOCHABER AREA CHILDREN'S SERVICE FORUM

Core

Wednesday 14th February, 2007
10.30 am – 12.30 am

Camaghael Hostel, Fort William

PRESENT: Rosemary Bridge Area Education Manager (Chair)
Charles Stephen Integration Manager
Pol McClelland Area Children's Service Manager
Emma Tayler Childcare & Family Resource Officer
Theresa James Locality General Manager

APOLOGIES: None

IN ATTENDANCE: Maggie Tytler Administrative Assistant

2.	<p>MINUTES OF PREVIOUS MEETING HELD – 16 November 2006</p> <ul style="list-style-type: none">Rosemary has acquired services for a 0.2 fte for An Lar, up to the end of March 2007. Action Charles to add this post to the Development Plan.Health Centre – SW have been notified they must take up the offer of accommodation. Action Pol and Theresa to meet with Ian to discuss how to move this forward.An Lar visit – it was noted the lack of a health presence. Action Theresa to explore possibilities.
3.	<p>SFLO – Pol McClelland/Emma Tayler</p> <p>Emma took over part of the role of Senior Family Liaison Officer, until the post had been filled. This post has now been frozen.</p> <p>Pol informed the group that Emma cannot cover Liaison Groups. He noted that these meetings need to be more Solution Focussed. Rosemary stated that Bill Alexander requested Theresa, Pol and herself meet to discuss this issue. Emma thought some issues were going to Liaison Groups which could have been considered at core level first.</p> <p>Action Rosemary to discuss with Pat Liaison Group arrangements.</p>

<p>4.</p>	<p>PARENTING –Emma Tayler Big Lottery is being stretched to the middle of the year to pay for courses which are being co-ordinated by NCH. Emma is making a funding application to the Childcare Partnership to cover 2007/08. Emma has requested feedback from Katherine Gormley (Lochaber Families Project) regarding parenting course – success, evaluation, numbers attending etc. Charles informed the group that he has compiled a draft Development Plan for 2007/08. Charles wondered how impact of courses was measured. Emma has Early Years statistics which she can feed back to the group. Alan Richards has compiled a lottery application to request funding for five years for a parenting project.</p>
<p>5.</p>	<p>GET READY FOR WORK – John O’Kane As John was unable to attend the meeting it was agreed to have this item on the next agenda.</p>
<p>6.</p>	<p>CHILDCARE PARTNERSHIP – Emma Tayler Sam Brogan has been invited to Chief Executive’s meeting on 22nd February to discuss restructuring of the Childcare Partnership. Emma has been unable to contribute as much of her time as previously due to extra work load.</p>
<p>7.</p>	<p>AGENCY REPORTS <u>ECS - Rosemary Bridge</u></p> <ul style="list-style-type: none"> • Rosemary was concerned about continued funding from ACSF when the new structure is in place. Charles has used what was in place for 2006/07 for the draft Development Plan. <p><u>NHS – Theresa James</u></p> <ul style="list-style-type: none"> • Theresa apologised for being unable to attend the ACSF regularly. This will change after March. <p><u>SW – Pol McClelland</u></p> <ul style="list-style-type: none"> • A Senior Practitioner has been appointed and will be based in Fulton House. • Linda Stoddart has now been appointed the key worker post. <p><u>CL & L – John O’Kane</u></p> <ul style="list-style-type: none"> • John unavailable for update.
<p>8.</p>	<p>PRACTICE PANEL – Charles Stephen Charles pointed out that the PP’s role is to manage resources and some cases should have been dealt with at Liaison Groups. Charles distributed the original protocol, <i>see appendix 1</i>, compiled by Margaret Kinsella together with the protocol and referral form for the Practice Panel (known as Caseworking Sub Group in other areas). <i>see appendix 2 & 3</i>. Emma felt that LG minutes didn’t record additional resources already considered.</p>
<p>9.</p>	<p>PRESENTATION TO RPG – Charles Stephen It has been noted that recent application to RPG have slipped. The following basic principles should be followed:-</p> <ul style="list-style-type: none"> • Applications should only come to RPG where Area Service Managers believe there is a strong case for an out of authority or ISS/ISMS placement, or where there are significant issues that would benefit from senior management

	<p>involvement and consideration (eg a parent's placing request, or a possible contrary view from a Children's Hearing).</p> <ul style="list-style-type: none"> • There must be clear evidence that the application is being made by Area Service Managers, and applications that do not evidence local consensus are likely to be sent back for further discussion. • Applications must be supported by a report that includes the assessment and intended plan with appropriate options, addressing social care, health and educational issues. While this may require investigation of the viability of potential placements, this investigation should not imply that any placement will take place. • Timeslots at the RPG will now only be granted by the previous Friday, and on receipt of the report. Any late reports will only be accepted in extra-ordinary circumstances, and by agreement with the chair of the RPG. • Applications should be presented at the RPG by both social workers and educational psychologists, with other specialist staff where appropriate. Where such staff are not present, the discussion may be postponed. It is the case manager's responsibility to organise this representation. <p>There has been feedback from Ross & Cromarty staff that the Caseworking Sub Group has been very helpful in assisting with the completion of RPG referral forms.</p>
10.	<p>AOB</p> <ul style="list-style-type: none"> • None
11.	<p>Date of Next Meeting Wednesday 14th March 2007 10 am – 12.30 Camaghael Hostel, Fort William</p>

The Lochaber Practice Panel has met & agreed to a number of changes in its practice which will make it a more robust & streamline service in the area.

- ❖ Referrals to 'An Lar' will be through the PP
- ❖ All referrals for ISMS / ISS & RPG **must** be via the PP
- ❖ The ACSM [Pol McClelland] / AEM [Rosemary Bridge] will agree between themselves on representation at the PP
 - One of them will **always** attend
- ❖ The IM will chair & support the PP
- ❖ If appropriate the YAT senior SW [Arthur Scott] & Joanne Glaze [An Lar Manager] will attend - at the request of the Chair.
- ❖ The regular attendees are NHS [Paediatrician] Janet Baggallay; SW - C&F SSW Dawn Main-Fraser, Alan Morgon [LHS], Pat MacQuarrie and Snr Ed Psych [Stephanie James].
- ❖ The NHS Manager [Theresa James **does not** attend, and although she needs to 'sign off' requests this will be done outwith the meeting.
- ❖ The PP will revert to 6 weekly meetings - the next one being Thursday 23rd March pm in Camaghael hostel. Historically they have allocated 30 minute slots to each 'case'.

Lochaber ACSF Caseworking Sub Group

Procedures

Lochaber Caseworking Sub Group (or Practice Panel) will meet regularly to consider cases of individual children whose needs are more complex than Liaison Arrangements can provide for or whose needs require additional resources. The emphasis will be on resource requirements with exhaustive case discussion unnecessary since this will have been done at the Liaison Arrangements.

The route for Liaison Arrangements to refer to the Caseworking Sub Group is explained in the Protocol. This Protocol reinforces the principle that the needs of children should be considered and provided for by Liaison Arrangements whenever possible. However, in exceptional circumstances it may be appropriate for cases being dealt with by a single agency (e.g. Non-attendance at school) to refer to the Caseworking Sub Group.

All referrals to An Lar and for ISS/ISMS must be considered by the Caseworking Sub Group.

The Caseworking Sub Group will comprise the following:

- Area Children's Service Manager (Pol McClelland)
- Area Education Manager (Rosemary Bridge)
- Area Principal Educational Psychologist (Dr Stephanie James)
- Community Paediatrician (Alison Linnemann)
- Children & Families Social Work SSW (Dawn Main-Fraser)
- Area Learning Support Team Leader (Pat McQuarrie)
- LHS Depute Rector (Alan Morgan)
- LAC Link Worker (Val Gunn or Paul Derbyshire)
- Integration Manager (Charles Stephen) (Chairperson)

When the cases being discussed are relevant the following will be invited to attend:

- Intensive Support & Vocational Training Unit Manager (Joanne Glaze)
- Youth Action Team SSW (Arthur Scott)
- Resources Manager (Children's Services) (Neil Campbell)

A representative from the Liaison Arrangements that has referred the case may be invited to make a presentation to the Caseworking Sub Group to provide more detailed verbal information to support the Liaison Arrangements Minutes that will be provided with the referral.

The Caseworking Sub Group will scrutinise all cases prior to them being referred to the Residential Placement Group. They will also examine Out of Authority Placements to consider how such children may be provided for in their home communities.

Lochaber Area Children's Service Forum Protocol - Liaison Arrangement Referral to ACSF Caseworking Group

Children flourish best in their own homes and their own communities, where they have the support and guidance of their families. Every effort should be made to provide for their needs there.

Services already have well established mechanisms in place to provide support for children and families which should continue to be used. It is recognised that considerable informal planning takes place with excellent interventions provided before formal meetings are required.

Liaison Arrangements are the inter-agency forum and joint working teams for dealing with the needs of children experiencing difficulties at school, at home, or in the community.

Liaison Arrangements should comprise, at the very least, representatives from Education, Health and Social Work so that a holistic approach may be taken when providing for children's needs. Parents and children must be consulted and their views taken into account with other professionals included as appropriate. Where possible they should be invited to be active participants in Liaison Arrangements.

It is anticipated that most children can have their needs met by the interventions planned at the Liaison Arrangements. All referrals to other agencies or services will need to be in accordance with their criteria.

However, it is recognised that the nature and complexity of some of the presenting needs of children to the Liaison Arrangements may be more than their available resources can meet. It is important that in this situation each representative (particularly Education, Health and Social Work) consult with their line manager, who may be aware of other resources that can be accessed.

This consultation should be augmented where necessary by including the area service managers for Education, Health and Social Work.

When all resources available locally (in the associated school group area) have been identified and considered to be exhausted or ineffective, the Liaison Arrangements should refer the case to the Area Children's Service Forum Caseworking Sub Group. This is essential before any case may be passed to the Residential Placement Group for their consideration.

Referral to the Area Children's Service Forum may best be done by informal reference, in the first instance, to one of the service managers (*Area Service Links*) for Education, Health or Social Work. They may request written details, which is likely to be previous reports or LG minutes.

Formal referral should be directed to the Integration Manager.

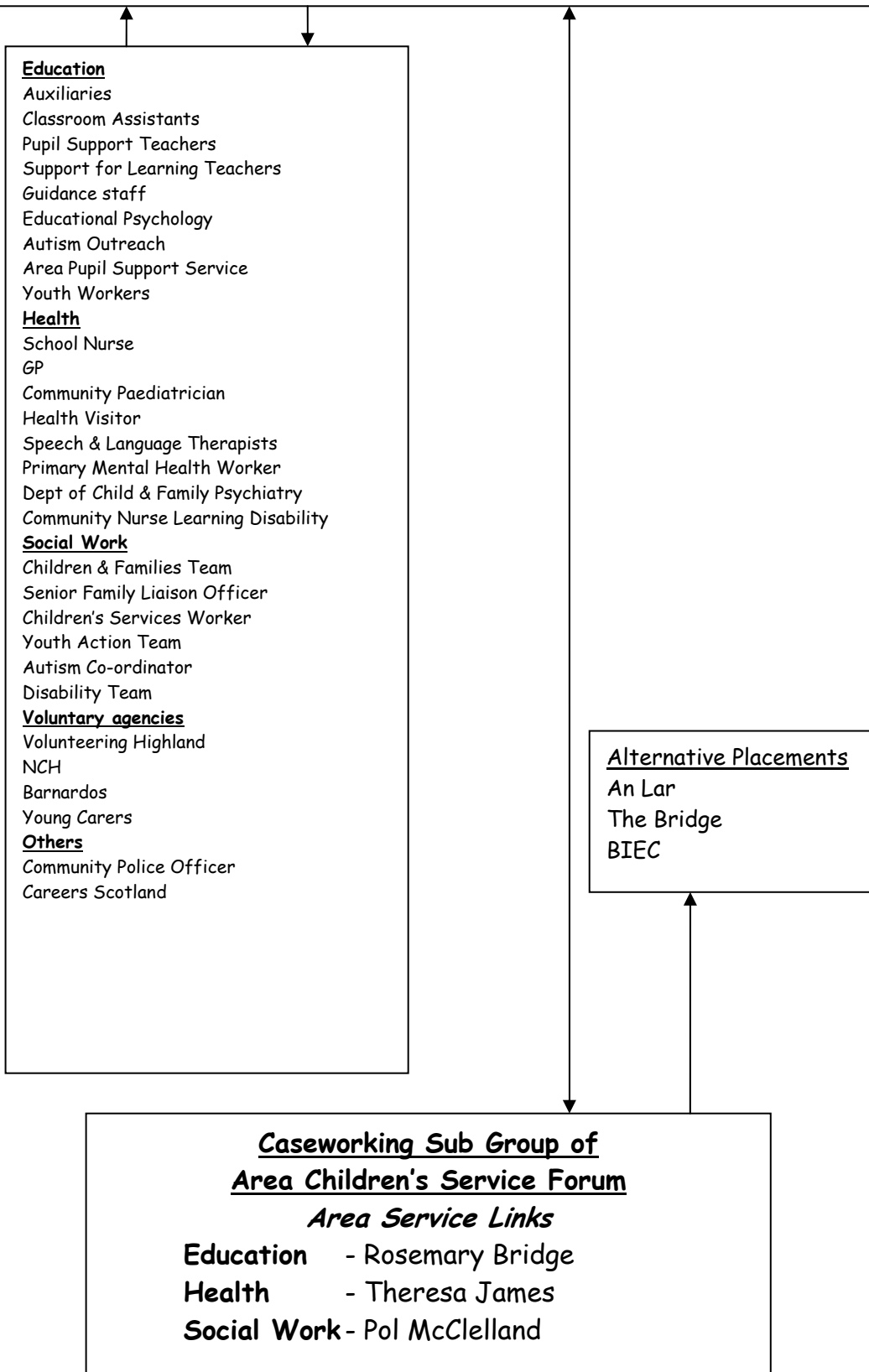
The case will then be discussed by the Caseworking Sub Group (Practice Panel) of the Area Children's Service Forum who will decide what is needed to support the child and

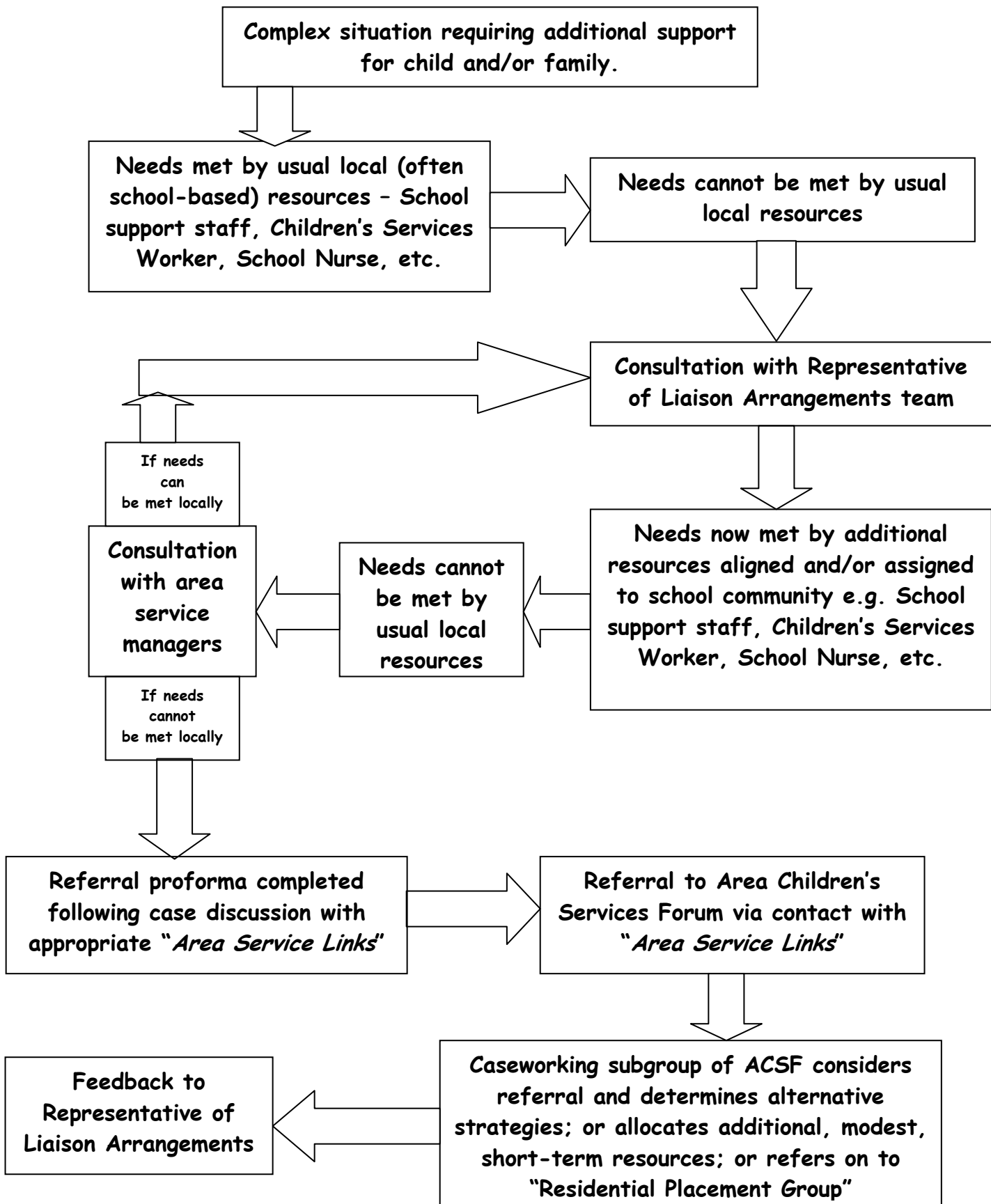
family. This may be the allocation of additional, short-term resources or referral to one of the alternative placements, including referral to the Residential Placement Group.

The Caseworking Sub Group will report back to the Representative (or facilitator) of the Liaison Arrangement with their decision. The Caseworking Sub Group may, though, invite the Representative (or other appropriate person) of the Liaison Arrangement to present the case in more detail to them.

Liaison Arrangements

Professionals best placed to make decisions on the case selected from Education, Health, Social Work and including Parents/Carers and Children.





LOCHABER AREA CHILDREN'S SERVICE FORUM
Referral to ACSF Caseworking Sub-Group

		DATE OF REFERRAL:	
NAME OF CHILD:		D.o.B:	
SCHOOL:		LOOKED AFTER CHILD:	Yes <input type="checkbox"/> No <input type="checkbox"/>
KEY PERSON:		CHILD PROTECTION REGISTER:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have the views of the parent and child been taken into account:	Parent:	Yes <input type="checkbox"/> No <input type="checkbox"/>	Child: Yes <input type="checkbox"/> No <input type="checkbox"/>
Agencies Involved:	Psychologist <input type="checkbox"/>	Nurse/Paediatrician <input type="checkbox"/>	
	Social Work <input type="checkbox"/>	Other (specify):	
Issues Unresolved:	Behaviour:	at home <input type="checkbox"/>	at school <input type="checkbox"/>
			in the community <input type="checkbox"/>
	Other (specify):		
Actions already taken:			
Unmet needs identified:			
Case discussed with:	Area Education Manager <input type="checkbox"/>	Health Manager <input type="checkbox"/>	Area Children's Service Manager <input type="checkbox"/>
	Consultant Community Paediatrician <input type="checkbox"/>		Educational Psychologist <input type="checkbox"/>
Background information: (please attach SLG records; case history; reports etc)			
SLG Chairperson:		Signature:	