



Meeting the needs of Derby's looked after children

An aide-memoire

Remember a looked after child is **YOUR** child and the Council is their corporate parent, with the same responsibilities as any parent to keep their children safe and well, with a good start in life!

Refer to CYP and DSCB procedures in **all** cases for further guidance.

| Links to Derby's LAC Strategy | Statutory requirement | Frequency |
|--|--|--|
| Integrated placements and placement stability | Statutory assessments and visits – <i>any visit at which the child is spoken to on their own may be considered a statutory visit, but there must also be regular visits to the placement and the child's room seen</i> | <ul style="list-style-type: none"> - An assessment should be completed prior to any child coming into care, within 20 days if in an emergency, and repeated when there is any significant change in the child's needs or circumstances - Single assessments should be completed within 20 working days for the Reception Team and 45 working days for Localities and should also always be updated following any significant event / change in the child / young person's life (<i>including changes of placement / needs etc.</i>) - Papers to the Multi-Agency Resource Panel 5 working days before Panel date - Statutory visit on day one of the placement - Visit within 1 week of placement - No more than 6 weekly intervals for the first year of the placement - After 1 year in the placement visits should be 6 weekly or every 3 months if the placement is a long-term placement (expected to last until the child is 18) <p>It should be noted that the statutory guidance for different placements can vary...</p> <p>Connected Persons</p> <ul style="list-style-type: none"> - Pending approval at least weekly until the first review then no more than 4 weekly - Post approval as with all other placements <p>Placement with Parents</p> <ul style="list-style-type: none"> - Within 1 week of placement and then weekly until first LAC review - Intervals of no more than 6 weekly or 4 weekly if a child is subject to an interim- care order <p>Placement with Parents (under Reg. 19-emergency placement not approved)</p> <ul style="list-style-type: none"> - Weekly visits until first review then not more than 6 weekly |
| | LAC reviews | <p>A LAC review should be booked as soon as the child comes in to care and the IRO must be kept informed and consulted with regard to any significant event between reviews.</p> <ul style="list-style-type: none"> - 1st Review (for new LAC) – Within 20 working days - 2nd Review – Within 3 months (90 days) - 3rd Review and after – Every 6-months (183 days) |

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| | | <p>It should be noted that the statutory guidance for different placements can vary...</p> <p>Connected Persons</p> <ul style="list-style-type: none"> - Review cycle to be agreed but first one within 20 working days <p>Placement with Parents</p> <ul style="list-style-type: none"> - Review cycle to be agreed but first one within 20 working days <p>Placement with Parents (under Reg. 19)</p> <ul style="list-style-type: none"> - First review within 10 working days of move |
| | Placements out of the city | <ul style="list-style-type: none"> - Papers to the Multi-Agency Resource Panel 5 working days before Panel date - Designated officer to agree placement out of the city meets the child's needs - Director of Children's Services to agree placements 'at a distance' i.e. any placement outside of Derby City Council and outside of Derbyshire County Council - Letter to be sent prior to placement of children at a distance to the authority in whose area the placement is in setting out why the placement is considered to meet the child's needs and enclosing copy of child's care plan - Completion of a movement form within 24 hours to initiate notification of the 'host authority' and professionals within the City (i.e. health and education colleagues) |
| | Children placed for adoption | <p>When placed for adoption the child remains in care until an Adoption Order is made and the visit and review schedule changes</p> <p>Statutory visits</p> <ul style="list-style-type: none"> - Visit one to be completed within the first week of placement - Visits every week until the first LAC review - Visit schedule to be determined by the LAC review OR at least 6 weekly for the first year and 3 monthly after <p>LAC reviews</p> <ul style="list-style-type: none"> - 1st visit – 20 working days after placement - 2nd visit – within 3 months - 3rd visit and after – 6 monthly |
| Promoting safeguarding and reducing vulnerability | Children subject to harm | <ul style="list-style-type: none"> - A Strategy discussion must be held where there are concerns a child has been harmed, and a S47 investigation held by Derby or the LA where the child is living; where there is an allegation against a carer there must be a referral to the LADO |
| | Children missing (looked after children) | <ul style="list-style-type: none"> - Consider if child is "absent" or "missing" (no unauthorised absence should exceed 24 hours and if it exceeds 6 hours it should be reconsidered) - Carer to report to the police immediately - Risk assessment completed - Return interviews within 24 hours |
| | Child sexual exploitation | <ul style="list-style-type: none"> - Any child considered to be at risk of CSE should have a risk assessment completed and a strategy put in place; those at medium or high risk should be referred for a CSE meeting |

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|---|---|---|
| | Offending | - Remands to local authority accommodation or youth detention accommodation should be treated as 'new looked after cases' and both statutory visits and LAC reviews be completed in accordance with this |
| Raising education achievement and attainment | Personal Education Plans (PEPs) <i>(Children of statutory school age only)</i> | - First PEP within 10 working days of starting school - Reviewed and updated at 3 months, 6 months and then 6 monthly after that |
| Improved health and well-being | Annual health assessments | - Initial health assessment within 28 days of becoming looked after - Children aged <u>under 5 years</u> should then have two health assessments in a 12-month period - Children <u>aged 5 years and over</u> should then have one health assessment every 12-months |
| | Immunisations | All immunisations should be up to date (in line with health requirements) and are checked via a child's LAC review |
| | Dental checks | Children should have regular dental checks and this means seeing the Dentist once every 6 months and this is checked via the child's LAC review |
| | Emotional health and well-being | Children aged 4 to 16 years (inclusive) should have an up to date 'Strengths and Difficulties Questionnaire' (SDQs) that is completed by carer at the time of the annual health assessment each year |
| Engagement and influence of children and young people | Participation of children and young people in LAC reviews | - Children must be consulted about their care plan and supported to participate by various means in their review - The IRO must see and/or speak with the child around every LAC review - Children should be informed about their rights to complain and given information about advocacy and the Children's Rights Service |
| Leaving care | Options and entitlements | - Options for a child to leave care and return to family or become legally secured with their carers should always be considered. This should be discussed before and at their LAC review - Under certain circumstances children are eligible for on-going support and / or services from the Leaving Care team (refer to procedures) |

Our ability to meet all of the statutory guidance set out above will be reviewed and challenged internally and externally by Ofsted through an inspection of our services for children in need of help and protection; children looked after and care leavers.

For further information on this please refer to CYP and DSCB policies and procedures