Appendix 1 - Referral Process Flow Chart

Three main reasons why a request for the Staying Together Team may occur. This can be at Reception or within localities.

Rapid Response due to family identified at crisis point which can occur due to escalation and risk-taking behaviour and young person being asked to leave the family home and possibly be accommodated by the Local Authority.

Lead Worker can see a family is heading towards a crisis and needs some additional support to prevent child being at risk of entering the care system.

Young person is out of the family home and family/ lead worker requiring support in stabilising relationships and supporting young person back into the family unit.

A Case Discussion is held with DHOS/ STT manager to clarify if there is a clear identified role for the team. This will be uploaded onto LiveLink by the STT Manager/ DHOS.

A duty visit will be carried out by the STT within 2 days (this may be a joint visit with the lead worker).

Lead worker to complete the VCM front sheet and send into Locality 2 VCM

Allocation within the STT within 2 days

Allocated worker Initial Visit within 2 working days. For those Rapid Response Case's these will be allocated following the case discussion.

The STT will:

- Hold a planning meeting within 10 days of VCM as a team to create a package of support from various roles.
- Review the case within 6 weeks of allocation as a team and with the lead worker
- Review the case 3 months post allocation as a team and with the lead worker.
- Work in accordance and attend the relevant CIN/ CP/ LAC reviews or hold own TAF's.