

Consent

The person who starts the CAF form will discuss it with you and ask you to sign a paper form giving consent. The support service(s) that need to be involved will be listed on the form, and you will be asked to give your signed consent for them to work with your child, as well as for the CAF to be started. You will also be agreeing that these specific people or services can see the information about your child.

If other services need to be involved at a later date, this will be discussed with you, and your consent and a signature will again be requested.

eCAF

Slough is one of the first local authorities to adopt an electronic CAF system (eCAF). This means that information is stored securely, and can only be viewed by people to whom you have given consent. The eCAF system is secure and information will not be held on disks or memory stick. You will be given a paper copy of the form for your own records.

Welcome to a new way of helping families

Who is involved?

In Slough, the Common Assessment Framework (CAF) is being used by many of the professionals who work with children and young people.

This means that there is joined-up support from schools, the schools' Speech and Language Therapy Service, Services Supporting Behaviour, Connexions, health visitors, Child and Adolescent Mental Health Services (CAMHS), educational psychologists and others. More services will be linking with CAF in due course.

For more information about CAF in Slough, please contact Mrs Suki Bhachu on 01753 477225.

General information about CAF is available at www.cwdcouncil.org.uk/caf

The Common Assessment Framework (CAF) in Slough

What does it mean for your family?



Welcome to a new way of helping children, young people and families

A message for parents and carers

If your child needs extra support, we want to find the best way forward as soon as possible. This leaflet explains a new way for everyone to work together that puts your family at the heart of decisions made about your child. This way of working is being rolled out across Slough by many organisations that work with children, young people and their families.

What is the Common Assessment Framework?

The Common Assessment Framework (CAF) is designed to help you and others support your child and family. CAF is different because, by working in partnership with you, it will help workers to:

- Help your child receive the right support at an early stage, before a small need grows into a larger one
- Share assessment information (with consent), so that you and your child will not have to repeat the same information to different workers
- Ensure that everyone involved - such as teachers and health visitors - works together to support your child

When is common assessment used?

Common assessment is used if you or someone who works with your child, for example from their school or children's centre, would like them to receive extra support. The assessment would be written in collaboration with yourself and/or your child. It would help with early identification of needs, and help decide which other services would be most suitable to offer support to you, your child or the whole family. Once completed, you will be given a copy of the form.

It's your choice

Of course it's up to you whether you accept support and you will be able to discuss who will be involved and who will have access to the information.

Some older children may be able to understand and discuss their situation directly with the worker, and give consent on their own behalf. A young person's wish to keep information confidential from parents will be respected by the worker, where this is in the young person's best interests. Workers will always encourage young people to involve parents wherever possible.

What happens next?

Based on the information you and your child provide, the worker will complete an action plan with you and those involved. This may take a little while to arrange. If a number of different services are involved, then a team around the child will be formed to organise the plan, coordinated by a lead professional.

What is a 'team around the child'?

The team around the child is the group of people who are providing support and working together to ensure all your child's needs are met in a joined-up way.

Confidentiality

The information that you and your child provide will only be shared with your consent. However there may be certain times when the people working with you need to pass on information. For example:

- when they need to find out urgently if a child is at risk of harm
- to help a child who is at risk of harm
- when an adult is at risk of harm
- to help prevent or detect a serious crime