**REFERRAL FORM FOR FAMILY TIME**



To be completed by Social Worker

1. Name(s) of children being referred for family time

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| FULL NAME | HOME ADDRESS  (before accommodation) | DOB | ON C P R YES/NO | LEGAL STATUS |
|  | |  | | --- | |  | |  | |  |  |  |
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|  |  |
| --- | --- |
| Name of allocated social worker |  |
| Telephone/ Fax No. |  |
| Team |  |
| Team Manager |  |

2. Placement address of children being referred for family time visits

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| CHILD’S NAME | CARERS NAMES | PLACEMENT ADDRESS | TEL NO | SCHOOL/NURSERY |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. Case Summary

5. People to have family time visits

|  |  |  |  |
| --- | --- | --- | --- |
| Name of person(s) having family time | Relationship to child/ | Address. | Tel No |
|  |  |  |  |
| |  | | --- | |  | |  | |  |  |  |
|  |  |  |  |

1. Do any of the above people pose a known risk? for example, history of threats or abuse to children, staff or others, abduction, violence, harassment, any previous incidents of coercion or inappropriate behaviour during contact?
2. Are there any factors that could impact on the success of family time for example: transient or unsettled lifestyle of the parents, child’s behaviour and needs (including medical needs) Parents health and medical needs.
3. Are there any risk assessments already in place?

9. Is anyone excluded from family time visits? If so, please specify the reason:

1. How often is family time requested?
2. What are the transport arrangements?

1. What is the purpose of the family time visits?

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12. Is the family time visits part of the court process YES  NO

If so, please give dates of hearings already set in the court

13. Level of supervision required.

1. Supervised family sessions - worker remains in sight and sound of children, young person at all times. Precise notes are taken to inform reports for legal proceedings

YES NO  COMMENT

B) Facilitated family sessions - worker does not need to remain in sight and sound of children, young person all the time, but is present to ensure the family time runs as smoothly as possible and produces the best outcomes for the children. Settles the family in and then checks on the situation at a minimum of every 15 minutes. Shorter notes will be taken

YES NO  COMMENT

C) Supported family sessions - worker spends time greeting the family and settling them in. Ensuring the end of the visit goes smoothly. Very brief notes taken on who attended and how they presented.

YES NO  COMMENT

SIGNED: SOCIAL WORKER DATE: