



# 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 DDS CCP procedures in **all** cases for further guidance.

Links to Derby's LAC Strategy	Statutory requirement	Frequency
<b>Integrated placements and placement stability</b>	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"> <li>- Single assessments should be completed within <b>20 working days (where possible) for the Reception Team and 45 working days for Localities and Services</b>, and should also <b>always</b> be updated following <b>any</b> significant event / change in the child / young person's life (including changes of placement / needs etc.)</li> <li>- Statutory visit on <b>day one of the placement</b></li> <li>- Visit within <b>1 week of placement</b></li> <li>- No more than <b>6 weekly intervals</b> for the first year of the placement</li> <li>- After 1 year in the placement visits should be <b>6 weekly or every 3 months</b> if the placement is a long-term placement (expected to last until the child is 18)</li> </ul> <p>It should be noted that the statutory guidance for different placements can vary...</p> <p><b>Connected Persons</b></p> <ul style="list-style-type: none"> <li>- Pending approval at least weekly until the first review then no more than <b>4 weekly</b></li> <li>- Post approval as with all other placements</li> </ul> <p><b>Placement with Parents</b></p> <ul style="list-style-type: none"> <li>- Within 1 week of placement and then weekly until first LAC review</li> <li>- Intervals of no more than <b>6 weekly or 4 weekly</b> if a child is subject to an interim- care order</li> </ul> <p><b>Placement with Parents</b> (under Reg. 19-emergency placement not approved)</p> <ul style="list-style-type: none"> <li>- Weekly visits until first review then not more than <b>6 weekly</b></li> </ul> <p><b>Unregulated placements</b></p> <ul style="list-style-type: none"> <li>- If the child is living in an unregulated placement, the child should be visited on a <b>weekly basis</b>, until the first LAC review, and then as a minimum of <b>4 weekly</b>.</li> </ul>
	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"> <li>- 1<sup>st</sup> Review (for new LAC) – Within <b>20 working days</b></li> <li>- 2<sup>nd</sup> Review – Within 3 months (<b>90 days</b>)</li> <li>- 3<sup>rd</sup> Review and after – Every 6-months (<b>183 days</b>)</li> </ul>

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		<p>It should be noted that the statutory guidance for different placements can vary...</p> <p><b>Connected Persons</b></p> <ul style="list-style-type: none"> <li>- Review cycle to be agreed but first one within <b>20 working days</b></li> </ul> <p><b>Placement with Parents</b></p> <ul style="list-style-type: none"> <li>- Review cycle to be agreed but first one within <b>20 working days</b></li> </ul> <p><b>Placement with Parents</b> (under Reg. 19)</p> <ul style="list-style-type: none"> <li>- First review within <b>10 working days</b> of move</li> </ul>
	Placements out of the city	<ul style="list-style-type: none"> <li>- Strategic Director of Children's Services to agree placements 'at a distance' (external residential placements) i.e. <b>any placement</b> outside of Derby City Council and outside of Derbyshire County Council</li> <li>- 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</li> <li>- Completion of a movement form within <b>24 hours</b> to initiate notification of the 'host authority' and professionals within the City (i.e. health and education colleagues)</li> </ul>
	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><b>Statutory visits</b></p> <ul style="list-style-type: none"> <li>- Visit one to be completed within the first week of placement</li> <li>- Visits every week until the first LAC review</li> <li>- Visit schedule to be determined by the LAC review OR at least <b>6 weekly</b> for the first year and <b>3 monthly</b> after</li> </ul> <p><b>LAC reviews</b></p> <ul style="list-style-type: none"> <li>- 1<sup>st</sup> visit – <b>20 working days</b> after placement</li> <li>- 2<sup>nd</sup> visit – within <b>3 months</b></li> <li>- 3<sup>rd</sup> visit and after – <b>6 monthly</b></li> </ul>
Promoting safeguarding and reducing vulnerability	Children subject to harm	<ul style="list-style-type: none"> <li>- A Strategy discussion <b>must</b> 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 <b>must</b> be a referral to the LADO of the carers residing authority</li> </ul>
	Children missing (looked after children)	<ul style="list-style-type: none"> <li>- Consider if child is "absent" or "missing" (no unauthorised absence should exceed 24 hours and if it exceeds 6 hours it should be reconsidered)</li> <li>- Carer to report to the police immediately</li> <li>- Risk assessment completed</li> <li>- Return interviews within <b>24 hours</b></li> </ul>
	Child sexual exploitation	<ul style="list-style-type: none"> <li>- Any child considered to be at risk of CSE should have a risk assessment completed and a strategy put in place; those at <b>medium or high risk should be referred for a CSE meeting</b></li> </ul>

Links to Derby's LAC Strategy	Statutory requirement	Frequency
	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 <b>10 working days</b> of starting school - Reviewed and updated at <b>3 months, 6 months and then 6 monthly</b> after that
Improved health and well-being	Annual health assessments	- Initial health assessment within <b>28 days</b> of becoming looked after - Children aged <u>under 5 years</u> should then have <b>two</b> health assessments in a 12-month period - Children <u>aged 5 years and over</u> should then have <b>one</b> 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 <b>6 months</b> 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 <b>each year</b>
Engagement and influence of children and young people	Participation of children and young people in LAC reviews	- Children <b>must</b> be consulted about their care plan and supported to participate by various means in their review - The IRO <b>must</b> 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.
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) - For young people leaving care at the age of 18years, the option of a Staying Put arrangement with their former carers should be considered

*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 DDSCP policies and procedures*