February 2020

**Changes to the Placements with Family and Friend's Protocol, and referral for assessments.**

Please take note that Acting DFJ Judge Bancroft has now agreed a new connected carer protocol. 

Important information to note:

* Referrals to the PWFF team should be made via the Connected persons viability assessment form (under Forms) on LCS.
* Referrals to include at least the name of the applicants, address of the applicants, name of the children the referral applies to, SU numbers, telephone numbers, date care proceedings were issued, whether this is a Regulation 24 referral and a SWET analysis or case summary. For cases in pre-proceedings, please also make this clear on the referral.
* Referrals will be processed via a screening call and if negative, a position statement will be provided within 7 days. If the referral progresses as positive, then no statement or standard assessment will be provided, as the assessment will immediately progress from screening call to completion of assessment.
* Initial SKYPE consultation between the PM and social worker of PWFFT and CSC to take place within 14 days from referral and a midpoint discussion within 6 weeks thereafter. PWFF will arrange this.
* Any negative outcome will be discussed with CSC before filing, to allow for consensus. When consensus is not achieved, then a care planning Skype consultation to take place. If still no agreement, then this needs escalating through management. This will allow for one view to be presented to court.
* Assessments will be completed within 12 weeks from date of referral.
* If a family member is identified later in the proceedings, then a standard assessment followed where appropriate by a further assessment will be completed, as the practice is currently.
* Regulation 24 referrals will progress with an initial visit to assess the Reg 24 suitability, as the practice is currently.