**Unregulated Placement - Risk Assessment**

Children’s and Families Unregulated Placement Risk Assessment

**As of September 2021, all unregulated placements for children under the age of 16 are illegal.**

**What type of placement is deemed an unregulated placement?**

* Some establishments and types of accommodation are not required to register with Ofsted. These are sometimes known as ‘unregulated settings’, the formal DfE term is ‘Other Arrangements’.
* Crisis placements - A service where the accommodation is **not permanent** (such as a tent) or is **constantly moving** (such as a boat, narrow boat, or motorised caravan), or has **no permanent base** is unlikely to meet the definition of a children’s home and will not be required to register with Ofsted (but is likely to deemed in appropriate as a substantive placement).
* Supported accommodation is **not** Ofsted registered and is therefore deemed an unregulated setting.
* Post 16 placements for 16 & 17-years olds with non-contracted providers or a provider on the high need’s framework.

This risk assessment is to be used when consideration is given to placing a child in an unregulated placement.

This risk assessment evidences the quality assurance checks taken when placing with an unregulated provider .

**Prior to a Child being moved to an unregulated setting, the risk assessment form should be completed and agreed by an Assistant Director**. This should also be updated **monthly** for children aged under 16yrs and at least 6 monthly for children aged 16+ in supported accommodation/unregistered children’s homes. The risk assessment should also be reviewed if there is a change in arrangements (ie increase of support).

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| **Children & Families - Unregulated Placement Risk Assessment** | | | | | | |
| **Childs Details** | | | | | | |
| ICS No: |  | Name of child: | |  | | |
| DOB: |  | Age: | |  | Legal Status: |  |
| National Insurance Number: | |  | |  | NHS Number: |  |
| **Provider and Property Details (this section to be completed by Commissioning)** | | | | | | |
| Name of provider: | | |  | | | |
| Company Registration No: | | |  | | | |
| Experian Financial Check | | |  | | | |
| Location of placement:  Location Assessment, e.g., is the location/area likely to increase the vulnerability/risks to the child:  Google maps search – environmental hazards  Does the property, garden and immediate surroundings appear to be in a good physical condition. Identify any hazards both internal and external to the property  Is the property if sufficient size?  What are the security arrangements?  Arrangements for the safe and secure storage of medication/electrical equipment/car keys/money  If location of the property is remote, consider risks to the child in relation to closed culture  Access to community health services | | | Evaluation: (consider and highlight the impact of any risks/hazards on the child) | | | |
| Who owns the accommodation:  (Check agreements (leases/tenancy) between the landlord and provider.  Check the length of lease/tenancy | | | Evaluation | | | |
| Type of placement and staffing level (e.g., 2:1 staffing, 24 hour staffing, activity-based placement, independent accommodation with visiting support etc.)  *Guidance*  *state what type of placement it is (e.g. post 16, crisis time limited placement for 28 days, rural placement) and the staffing level (e.g. 2:1 staffing, 1:1 staffing)*  *Include staffing levels to care for children safely overnight*  *Shift pattern*  Management and on call arrangements  Staff experience and qualification  Sample rota – review for use of agency staff | | | Is there an IPA in place?  For existing placements – evaluate whether IPA outcomes are met  Evaluation | | | |
| Detail any regulatory body involved with the provider (e.g., CQC, CIW): | | |  | | | |
| Providers insurances:  *The provider’s insurances are in line with Sefton Council’s framework for Residential / Post 16.*  *Professional Indemnity:*  *Public Liability:*  *Employers Insurance:* | | | Certificates seen (yes/no – date), expiry dates and level of cover:  Evaluation: | | | |
| Providers policies & procedures:  *The provider’s policies & procedures have been reviewed and meet Sefton Council minimum standards.*  *Date checked:*  \*\* copies of certificates and policies to be saved on providers file on sharepoint | | |  | | | |
| Has the Environmental Health Service (Private Sector Housing Service) visited and checked the property:  Has the Fire and Rescue Service visited and checked the property:  Fire risk assessment | | | Dates visited:  Evaluation: | | | |
| Has the provider evidenced a gas safe certificate dated within the last year? | | | Yes / No (*Date checked):* | | | |
| Has the provider evidenced a NICEIC (electrical systems) certificate for the property that has been completed within the last 5 years and all recommendations completed? | | | Yes / No (*Date checked):* | | | |
| Asbestos/legionella  PAT testing | | | Yes / No (*Date checked):* | | | |
| Has the provider shared their Statement of Purpose? | | | Yes / No (*Date checked):* | | | |
| Has the provider given references: | | | Yes / No (*Date checked):* | | | |
| Historic/ongoing complaints about the provider | | |  | | | |
| Outline the response from the host local authority (for out of area placements only) – check with both Children’s Services and the Housing Authority (is the provision in a two tier authority) | | | Evaluation:(*Date checked):* | | | |
| **Matching Consideration (this section to be completed by social worker)** | | | | | | |
|  | | | | | | |
| Does the provider take children from a range of local authorities | | | Yes / No (If yes, does the provider have a risk matching policy setting out how they ensure that children from a range of authorities are risk matched:)  Impact RA seen? | | | |
| Outline how the identified needs of the child can be met in this placement:  *Guidance*  *Social worker to state what the needs of the child are, such as health, education, self-care skills. The social worker will then need to evidence how this will be supported in the current placement.* | | | Evaluation: Can the child’s needs be met? | | | |
| Provide detail of how the risks to/from the child will be managed within this placement.  *Guidance*  *Social worker to state what the known risks are and how this will be managed in the proposed placement. (e.g. High level of absconding/ missing behaviour – Staffing ratio is 1:1 24/7 therefore any absconding will be known immediately. If this happens the provider will update police and social worker/out of hours when child is missing.)*  If the provision doesn’t have 24 hour staffing what are the staffing hours:  Does the provider have a whereabouts and missing procedure to make regular checks on the child (i.e., check in times, keywork sessions):  If the child is provided with independent accommodation and outreach/visiting support: what is the whereabouts and missing procedure, what does the provider do if the child does not attend a keywork session or answer the door/phone:  Does the provider have a support plan format and will they provide regular and updated support plans: (at least monthly if providing up to 10 hours support per week). | | | **Evaluation**: Can the child’s needs be safely managed? Are additional resources required? | | | |
| Does the provider have a ‘Managing Visitors’ policy that sets out how visitors of young people are managed to avoid potential risks to other residents: | | | Yes / No - Comments | | | |
| Views of the Child, parents and carers | | |  | | | |
| Views of other professionals (Health, Virtual School and IRO – LADO | | |  | | | |
| **Monitoring of the placement** | | | | | | |
| The allocated Social Worker and/or Personal Advisor will undertake statutory visits to the child in the placement.  As part of these visits they will review the support and accommodation offered to the child. | | | | | | |
| **Ongoing Review (this section to be completed by social worker)** | | | | | | |
| What is the frequency of Social Worker/Personal Adviser visits: | | |  | | | |
| What is the frequency of keyworker sessions/visits? | | |  | | | |
| When will a review of the child’s risk assessment and risk management plan take place: | | |  | | | |
| State what the move on plan is for the child is:  *Guidance*  *This could be move on to contracted placement, move on to adult’s, move back home*  (Is the child registered on Property Pool plus): | | | Date registered (registration number): | | | |
| What are the expected timescales for move on:  *Guidance*  *This will either be led by time restrictions (e.g. time limited placement, funding approved for set time period) or lead by review and the ongoing plan for the child (e.g. within 6 months they will return home)* | | |  | | | |
| Analysis and conclusions:  *Using the guidance attached:*  Is the placement identified as appropriate for the needs of the Child (e.g., is an alternative placement search taking place to identify a registered home).  As part of this arrangement is the child deemed to need support or care (the number of hours alone does not indicate ‘Care’ or ‘Support’, however, if the child is provided with a number of high number due to vulnerability it may indicate they require ‘Care’, where it is a high number of hours to provide guidance on a decreasing basis this may indicate ‘Support’. | | | Key indicators of ‘Care’ needed rather than ‘Support’ needed:   * Frequent missing periods and whereabouts is often unknown. * Limited engagement with social worker/personal adviser/keyworker. * Self-harm and risk taking behaviours. * Inability to take care of, and/or prioritise own health. * Inability to manage finances/has access to finances without a known source. * Concerns about exploitation – CCE, CSE gang related or criminal related activity. * Poor presentation, hygiene, personal care, self-esteem. * Inappropriate relationships (possible exploitation), i.e., older and young relationships and/or differing levels of maturity.   No one pointer is an determinant of the need for, or provision of Care or Support, the key indicator is an overall sequence or group of pointers. | | | |
|  | | |  | | | |

**Signed ……………………………………………………………………Date:**

**Social Worker (Name)…………………………………………………**

**Signed ……………………………………………………………………Date:**

**Team Manager (Name)………………………………………………..**

**Signed ……………………………………………………………………Date**

**Service Manager (Name)………………………………………………**

**Signed…………………………………………………………………….Date**

**Head of Service (Name)………………………………………………**

**Procedure and Guidance for Placing Young People aged 16 & 17 into Semi-Independent Accommodation deemed ‘Other Arrangements’.**

The following guidance and procedures should be used when giving consideration to placing a cared for child or care experienced child (aged 16 or 17) into semi-independent accommodation.

The guidance should be used for planned placements as well as urgent/emergency placements.

1. **Planned Placements**

The primary purpose of semi-independent accommodation is to enable young people to make a successful transition from care to independence via a step-down provision that provides support and guidance rather than care.

The Unregulated Placement - Risk Assessment form should be used to assess the needs of the child and suitability of the provider and the specific provision or accommodation.

The social worker should complete the sections that are primarily focussed on the needs of the child and the accommodation co-ordinator/commissioning officer should complete the section primarily focussed on the provider/provision/accommodation.

The social worker should use the checklist of factors indicting either support or care and the embedded guidance in the risk assessment form to highlight the needs of the child and the support/guidance due to be given. The assessment should also indicate the number of hours that will be provided and the level of support offered within the provision or accommodation or the level of outreach support to be provided. The assessment should also set a date to review the support hours provide against any set targets and goals.

Prior to the placement being approved a statutory review should take place and the childs pathway plan and placement plan should be reviewed and updated to reflect the new placement and objectives. Consideration will also need to be given to updating any complementary plans (PEP, Health Assessment and Plan, EHC Plan etc).

Supported accommodation providers who provide both accommodation and support (onsite or visiting/floating support) should supply weekly, fortnightly or monthly reports setting out the work that has been undertaken with the child and their progress and achievements. The frequency of the report should be agreed at the point of placement and set out in the Individual Placement Agreement (IPA) and should be linked to the number of support hours being provided to the child, e.g.

1 to 5 hours of support per week - Monthly Reports

5.25 hours to 10 hours of support per week – Fortnightly Reports

10.25 hours and above of support per week – Weekly Reports

Prior to the placement being agreed the risk assessment must be agreed and approved by the Assistant Director – Cared For and Care Experienced.

1. **Emergency/Urgent/Unplanned Placements**

As above, the Unregulated Placement - Risk Assessment form must be completed prior to the child moving to the provision and where possible a statutory review should take place prior to the move and the pathway plan and placement plan updated. Where this is not possible, the statutory review and updating of the pathway plan and placement plan must take place within 5 working days of the move.

The risk assessment should indicate if the child is deemed to require care or support, and if the child requires care, why it has not been possible to find a regulated placement, as such, the assessment should also set out the process whereby an ongoing search for a regulated placement will take place. The assessment should set out a provisional move-on plan and where the needs of the child are being assessed by the provider and social worker, a date must be set to review the assessment and develop a more comprehensive plan.

The risk assessment should highlight the process whereby any risks associated with the placement will be mitigated and managed and the specific oversight arrangements aimed at addressing the child’s needs and reducing any risks.

Providers must develop a individual whereabouts and missing procedure and a notifications procedure aimed at keeping the social worker and local authority fully abreast of the providers oversight of the child and management approach.

Prior to the placement being made the risk assessment must be approved and the move authorised by the Assistant Director – Cared For and Care Experienced.

1. **Monitoring**

All placements in an unregulated setting – semi-independent accommodation/’Other Arrangements’ will be monitored on a weekly basis by the Assistant Director – Cared For and Care Experienced.