

The Referral Process

1. Referral for placement received by The Admissions Panel.	→	2. Discussion about the referral in Admissions Panel.	↘
↙	4. Referral potentially suitable continue to 5. Referral not suitable continue to 7.	←	3. Management Team complete a Placement Response document by speaking to the Social Worker and reading the young person's LCS files.
5. Registered Manager, EHWB Team practitioner, Social Worker & Virtual School representative to convene a Signs of Safety Pre-Admission Consultation (virtually) with all other relevant professionals. Pre-Admission Risk Assessment and Impact Assessment completed.	→	6. Registered Manager will make the decision if the home can meet the young person's needs and offer a placement.	↘
↙	8. Registered Manager will meet with the Young Person with the Children's Guide.	←	7. Feedback to External Placements.
9. Transition Plan agreed.	→	10. Young Person begins transition plan.	↘
Social worker brings the young person to their new placement and helps them settle in.			