

3.14.13 Salford National Probation Service (NPS), Cheshire and Greater Manchester Community Rehabilitation Company (CRC) Local Delivery Unit and Salford Leaving Care service (Next Step)

Background

This local protocol has been developed following the OFSTED Salford Children Services in June 2015; to ensure young people known to the Salford Leaving Care service (Next Step) are supported fully and appropriate information shared between agencies when working with young people under the supervision of Salford NPS and Salford CRC.

Key Principles of Good Practice

1. Individual Needs Will Be Recognised

The key focus is on early planning and accurate assessment with an emphasis on the voice of the young person. It is imperative we draw together, capture and engage service provision across a range of relevant agencies; in order to cater for the individual needs of the young person and to manage any risks.

2. Closer Working Relationships Between Salford NPS And CRC.

Once it is established a young person has become the responsibility to one of the above services, the Next Step worker (Salford Leaving Care service) will provide information to the service representative including the current pathway plan **and risk assessment**.

Service Representative:

Bernie Leonard (SPOC) – Next Step

Kate Moulton (admin SPOC) - NPS

Sheron Burton-Francis (SPOC) - CRC

Any relevant information held by the agency will also be shared between the agencies (**Sentence Plan Objectives and risk assessment**).

3. To Maintain Strategic Meetings Between The Agencies.

There will be an effective meeting at a managerial level between the following agencies :

- **Next Step, CRC and the Salford NPC.**

(Senior) Management quarterly meeting.

At each of these meetings, notes will be taken on a rotational basis between agencies.

Purpose of meetings:

- **Senior Management meeting:**

To maintain a strategic overview of local arrangements to ensure effective working processes. This includes considering strategic partnerships with outside agencies, both statutory and non-statutory, to support and improve the service delivery.

This includes the sharing of information and discussion about individual case management.

- Consult on details of specific cases
- Salford NPS and CRC to inform of all Next Step clients they become involved with.
- Sharing of information is to extend beyond just those young people in custody and include all young people subject to a Community Order
- NPS and CRC to develop the current intervention plan to include a 'snap shot' of pathway plan
- Next step staff to ensure CRC and NPS staff sign the pathway plan
- Next step staff to provide CRC and NPS staff with a copy of the pathway plan
- NPS and CRC staff to provide Next Step staff with a copy of the Intervention plan
- Staff from both teams to continue to attend meetings/reviews relating to the young people eg. DTO/Statutory Reviews (IRO) and Relevant Reviews (Relevant Review Officer) etc
- A management representative from NPS, CRC and Next step to develop links between the teams and act as a conduit across the two services
- **Multi-agency approaches and partnership working** should be used to engage other services to meet the needs of young people, improving outcomes and reducing risk, complementary services to Salford NPS/CRC and Next Step should also be involved.

4. Young People And Their Families Will Be Involved In Planning

It is acknowledged that custody and sentencing is a fragile time for the young person. It is therefore of great importance to keep the young person and their family informed about the progress of plans, and what is expected when agencies are providing support.

It is also important to ensure that other services that are working with the young person are kept informed and have the opportunity to contribute to planning arrangements.

Agencies will undertake joint prison visits when appropriate.

Prison meetings will involve significant professionals and attendance at such meetings will be prioritised by all agencies.

Young people, their families/carers and service providers must be consulted at appropriate stages. Taking account of the views of young people and their family is essential to the process with emphasis on family engagement and support during this time.

5. Each Young Person Open To Next Step Will Be Encouraged To Attend Their Statutory And Relevant/Former Relevant Review

Salford NPS or CRC will be invited to a young person's statutory review and contribute towards the pathway planning process. (6 monthly or 12 monthly).

Disagreements

- Any difficulties that cannot be resolved between the Next Step, NPS and CRC case worker will be referred to the respective managers. If an issue remains unresolved it will be referred to the Senior Manager at the respective agency.
- With respect to any complaints made by the young person or their parent/carer agency specific complaints procedures will be pursued.

Signed – Phil Varghese (Salford Leaving Care)

Date: 1st October 2017

Signed – Manjit Seale (Salford NPS)

Date: 1st October 2017

Signed – Nicola Pugh (CRC)

Date: 1st October 2017

(Updated October 2017)