

Recording of a Statutory Visit Within ICS Case Note

Tick in case note if child/young person was

- Interviewed
- Seen during interview
- Seen alone
- Seen in bedroom

Detailed Notes:

The following headings in bold should be copied into a case note to report any findings or concerns noted. The child's views and wishes and feelings should be sought and their comments included within all sections. The bullets are intended to provide guidance to assist you during visits and therefore the descriptors may be omitted from the case note, or left in if appropriate to the visit.

Health and Emotional Development (being healthy)

| <u>Guidance and Considerations</u> | <u>Social Worker Comments</u> |
|---|--------------------------------------|
| <ul style="list-style-type: none">• Health plan/action plan• Risk assessment for known health issues such as sexual health, risk taking behaviours etc• Medical consent (<i>Placement plan</i>)• Health appointments up to date• Health needs being met, ie diet, medication, smoking etc• Accident records• Are the child/young persons wishes and feelings sought re their care and how they would like to be cared for. Is this evident within records.• Do records/discussions show that the child/young person is able to talk about their feelings.• Are all needs associated with emotional wellbeing addressed within their placement plan/risk assessment such as, behaviour, bullying, contact and health issues.• Are issues around culture and identity addressed. | |

Staying Safe, Including Behaviour Management (staying safe)

| <u>Guidance and Considerations</u> | <u>Social Worker Comments</u> |
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| <ul style="list-style-type: none">• Risk assessments/placement plans reflect current concerns• Complaints, are there entries from children/young people do they reflect good outcomes.• Sanctions – are they agreed within placement plans/risk assessments are you aware of the measure in place to manage behaviours. If pocket money has been withdrawn this should only be 2/3rds and for reparation. Are consequences fair and effective.• Physical interventions – as above. Are there any patterns or trends, same staff, same times etc. Were you notified of the restraint? Was the child/young person debriefed.• Missing from care – what measures are in place to support the child/young Person. Are you aware of incidents? Does the placement plan and risk assessment show the support and measures in place to keep the child/young person safe• Room search – has there been any? If so what was found and what action was taken• Incidents including bullying – are records good and reflect actual events. Were you aware of any recorded incidents. What action was taken following incidents, such as sanction, physical interventions if so were they recorded in the relevant record. | |

Social and Leisure Development (enjoying and achieving)

| <u>Guidance and Considerations</u> | <u>Social Worker Comments</u> |
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| <ul style="list-style-type: none">• Are opportunities made available for the child to socialise with others• Are their interests and hobbies pursued• Do planning records show how the child is encouraged to develop socially acceptable behaviour• Has physical intervention been used, if so is this documented was it appropriate | |

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| <ul style="list-style-type: none"> • Do records of sanctions show that reasonable measures are imposed • Is the child spoken with about their behaviours • Is there a system for positive reinforcement • Do they enjoy positive relationships within the service • Do records show how the child's identity and cultural needs are met • Is the child/young person routinely provided with choices in regard to day to day arrangements, such as meals, clothing etc | |
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Sleeping/Bedding Arrangements (achieving economic wellbeing)

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| <p><u>Guidance and Considerations</u></p> <ul style="list-style-type: none"> • Are the facilities appropriate • Are the fixtures in good order and provide enough storage facilities • Did the child choose and decorate the room to their choice • Is the room/bedding clean • How is the child's/young persons privacy and dignity promoted • If the child/young person shares a room are they happy with this arrangement | <p><u>Social Worker Comments</u></p> |
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Equipment/Personal Clothing/Pocket Money (achieving economic wellbeing)

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| <p><u>Guidance and Considerations</u></p> <ul style="list-style-type: none"> • Does the child/young person have adequate clothing • Are they clean and in good order • How often are new clothes provided and how does the child/young person make it known that they require new or additional items • How does the carer respond to the child's/young persons requests • Does the child's/young persons room contain their personal possessions are they appropriate for their age, such as tv, cd player etc • Does the child/young person have | <p><u>Social Worker Comments</u></p> |
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| <p>appropriate equipment to allow them to pursue their interests and hobbies</p> <ul style="list-style-type: none"> • Is equipment (tv etc) used to manage behaviour if so is this reasonable and appropriate and recorded as a sanction if appropriate. • Do they receive appropriate amounts of pocket money • Are they encouraged to save • Do they have a choice on how to spend their money • Are monies used for sanctions, is so is this appropriate | |
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Education/Employment (achieving economic wellbeing)

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| <p><u>Guidance and Considerations</u></p> <ul style="list-style-type: none"> • Is there a copy of the PEP, is it up to date • Is the child/young person supported to enjoy positive outcomes from education or employment • What measures are in place to ensure attendance and attainment | <p><u>Social Worker Comments</u></p> |
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Housing Issues (Achieving economic wellbeing)

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| <p><u>Guidance and Considerations</u></p> <ul style="list-style-type: none"> • Are routine checks carried out for health and safety • Do the premises present as warm and homely • Is there adequate space for the child and others • Is the privacy and confidentiality of the child/young person promoted • Is all equipment working and in a good state of repair <p>Household composition – please confirm that all adults living or working on the premises have had appropriate background checks completed. Ask the manager of the service to confirm if necessary. If you are unsure or have any concerns you can escalate within the issues log.</p> | <p><u>Social Worker Comments</u></p> |
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Contact

| <u>Guidance and Considerations</u> | <u>Social Worker Comments</u> |
|--|--------------------------------------|
| <ul style="list-style-type: none">• Is this in line with that arranged within the care plan• Can the child/young person have visitors to the house• Is there a place for the child/young person to meet with visitors in private• Do they have access to a phone that they are able to use without asking staff• Do current arrangements support contact with family and friends | |

Views, wishes and feelings of child/young person & Carers (positive contribution)

| <u>Guidance and Considerations</u> | <u>Social Worker Comments</u> |
|---|--------------------------------------|
| <ul style="list-style-type: none">• Whilst the views and opinions of the child/young person should be sought and recorded upon in all sections above. It would be helpful to record specifically any issues, concerns or compliments received by the child/young person during the visit.• Ensure that any comments made by the carer are also reported on in this section and or the relevant sections above. | |

Analysis of information

Should be used to state what bearing the visit has on the progression of the child's care plan, ie are the child's identified needs being addressed by the service and does this reflect what is written in their placement plan.

Action

For discussion in supervision, or if there are serious implications for the child's wellbeing, immediate discussion with team management and the decisions made as a result. You should also record in this section if an issues log has been completed.

To be copied and pasted in case note to record statutory visit

Health and Emotional development (being healthy)

Staying safe, including behaviour management (staying safe)

Social and Leisure Development (enjoying and achieving)

Sleeping/Bedding Arrangements (achieving economic wellbeing)

Equipment/Personal Clothing/Pocket Money (achieving economic wellbeing)

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Views, wishes and feelings of child/young person (positive contribution)