**REQUEST FOR SUPPORT**

If there is no immediate danger use this form to request support from partners regarding your work with a family or to tell us if a child is at risk of harm, mistreatment or abuse. **If your referral is deemed urgent due to a child(ren) being at risk of immediate and significant harm please call 999**

**How to submit this form:**

* Discuss your concerns with the child and family if appropriate and where you can, gain their consent
* Reflect on Right Help, Right Time with your agency’s safeguarding lead to determine that a request for support is the appropriate response and what your ongoing involvement and contribution to outcomes will be
* Tell us if you have sought advice from CASS **(0121 303 1888)** or Family Support Duty colleagues in your locality

**Please complete all sections and return this form to:** [**CASS@birminghamchildrenstrust.co.uk**](mailto:CASS@birminghamchildrenstrust.co.uk)

* Requests made over the phone must be followed by a request on this form as soon as possible.
* Please read the document ‘Guidance Completing a Request for Support Form’ here
* Birmingham Children's Trust is accredited to send and receive sensitive and confidential information from other secure organisations, without the need for using GCSX email addresses. This change is described further[**here**](https://www.birminghamchildrenstrust.co.uk/info/6/contact_us/119/changes_to_gcsx_secure_emails)Emails are no longer accepted in Egress format.

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| **SECTION 1. About This Request** | | | | |
| Date of this request | **10/11/2021** | Have you previously phoned us about this family? | | NO |
| What is the main reason for making this request? | | | Concern around potential drugs use and disguised compliance | |
| Describe when the child / children were last seen, by who and where. **Please ensure voice of the child is in Section 7** | | | Last seen 9/11/2021 by myself I saw Tom yesterday and he was clean and well dressed. He was happy and appeared well fed. | |
| Refer to the [Right Help Right Time (RHRT) framework](http://www.lscpbirmingham.org.uk/delivering-effective-support) – What layer of need do you think your concerns meet | | | Additional Needs | |
| List the prominent indicators from RHRT used to determine the above i.e. Additional Needs includes: | | | Drug use or alcohol dependency by parent/carer. Vulnerable accommodation. Possible defaulting on immunisations/development checks/health. Young child at risk of neglect | |
| What support is your agency providing the family and in addition to your continued support, who else is supporting the family? | | | Housing supporting. Mother’s aunt cares for 2 older children | |
| Have you undertaken an Early Help Assessment (EHA), considered completing an EHA or connecting the family to Early Help Locality Teams? (please attach the EHA) | | | No | |
| Has the child got an Education/Health/Care Plan (EHC plan) if so when is it due to expire and or be reviewed. (please attach the EHCP) | | | No | |

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| **SECTION 2. Consent Guidance** | |
| To properly achieve partnership with parents it is essential to keep them involved and informed throughout our work with their family. Parents and individuals with Parental Responsibility for the child must be asked to give consent for all the work we undertake throughout the child’s journey unless this would put the child at risk of significant harm and/or jeopardise child protection enquiries. In these circumstances the reason for not seeking consent must be given.  Consent from absent/non- resident parents must be sought where safe to do so. Consent obtained from one parent only counts as partial consent. Partial consent is accepted by CASS as consent. Consent should not be assumed to have been given or understood.  The personal data collected on this form will be stored and used by us to provide support to the family. We will share relevant data with partner organisations where they can also provide support. We will collect and store and use your personal data in accordance with the General Data Protection Regulation (GDPR) and Data Protection Act 2018. For further information on how your information is used, how we maintain the security of your information and your rights in relation to the information we hold about you please see our [**full privacy notice**](https://www.birminghamchildrenstrust.co.uk/privacy) | |
| Has appropriate consent been obtained (yes/no)? If yes, to what extent (full/partial) | Yes - Partial Consent |
| Give Details (e.g. mother has given consent) | |
| Mother has asked for help to access support services and given her consent | |

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| **SECTION 3. Children or young people you are concerned about** | | | | | | | | | | | | | |
| Full Name | DOB / Age | Address | Phone | Email | Gender | Ethnicity | Religion | Nationality (Country of Birth) | Education Setting | Interpreter / Signing | Disability / Diagnosis | Nat Ins / NHS no. | Relationship to family |
| Tom White | 23/9/2019 | \*Temp Accommodation\* Jacks Hotel Room 63 77 Downtown Road, Birmingham B00 9LE |  |  | Male | White /British | Christian/ Catholic | British | N/A | N/A |  |  | Son |
| Any other significant children or young people who live elsewhere | | | | | | | | | | | | | |
| George White | 14/05/2014 | 1 North View Birmingham B23 5ZZ |  |  | Male |  |  |  |  |  |  |  | Son |
| Sophie White | 20/09/2011 | 1 North View Birmingham B23 5ZZ |  |  | Female |  |  |  |  |  |  |  | Daughter |
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| **SECTION 4. Adults you are aware of in the household** | | | | | | | | | | | | | |
| Where a parent or adult is at risk of Domestic or Emotional Abuse, in addition to the details below, please clearly state here which parent / adult and provide (if known) a ‘safe’ phone number CASS can call. | | | | | | | | | Name |  | Safe Contact Number | |  |
| Please describe days and or times when it is safe to contact this parent / adult and include anything CASS need to know regarding contact, to ensure their safety is not compromised | | | | | | | | |  | | | | |
| Full Name | DOB / Age | Address | Phone | Email | Gender | Ethnicity | Religion | Nationality (Country of Birth) | Parental Responsibility | Interpreter / Signing | Disability / Diagnosis | Nat Ins / NHS no. | Relationship to family |
| Jane White | 02/09/1988 | \*Temp Accommodation\* Jacks Hotel Room 63 77 Downtown Road, Birmingham B00 9LE, | 0738723456 1 | [jane.white@hotmail.co.uk](mailto:jane.white@hotmail.co.uk) | Female | White /Irish |  | Ireland | yes | N/A |  |  | Mother |
| Sam Blue | 13/11/83 | \*Temp Accommodation\* Jacks Hotel Room 63 77 Downtown Road, Birmingham B00 9LE | 07455521342 |  | Male | White |  | England | No |  |  |  | Mother’s Partner |
| Any other significant adults who live elsewhere | | | | | | | | | | | | | |
| Claire Green |  | 1 North View Birmingham B23 5ZZ | 07762317563 | [Claire.green@gmail.com](mailto:Claire.green@gmail.com) | Female |  |  |  |  |  |  |  | Paternal Aunt |

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| **SECTION 5. Details about you** | | | | | | | |
| Organisation | Service | Full name | Phone | Email | Address | Nature of support | Currently Involved? |
| Drugs Alert | Drugs and Alcohol Adult Support | Simon Yellow | 07732164391 | Simon.yellow@drugsalert.co.uk | 231 Shipdale Road Stirchley B30 1FD | Support to address mother’s substance misuse issues | Yes |
| Other agencies involved with the child(ren), young people or Family | | | | | | | |
| Housing | Housing Support | Mary Robin | 077723456321 | Mary.robin@birmingham.gov.uk | Newtown Housing Dept New Aston House B6 5HR | Support to re house family | No |
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| **SECTION 6. Current & Previous Assessments / Screening Tools or Plans available** | | | | | | |
| Title | Type | Date | Completed by (Name) | Organisation | Purpose | Attached or available? |
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| **SECTION 7. How are things going** |
| **What is going well? What is going well for this family and what resources/services are already in place?** |
| What existing support is in place for this child(ren)/family that has been tested and proven to alleviate the concern;   * What is going well? What is making things go well? * Are there resources (e.g. family/friends/community) being accessed or services that are being provided to address the concern? * What are the views of the family? **- include the voice of the child (regardless of age) i.e. who helps me, what do they do to help me and keep me safe** |
| I saw Tom yesterday and he was clean and well dressed. He was happy and appeared well fed. Jane was present with her partner who she states is not the biological father to Tom however he was very attentive and all three of them appeared to have a good bond. Jane states she is receiving support from Birmingham city council with regards to obtaining permanent housing. She states she has made a claim for universal credit and is awaiting to hear back about getting an advanced payment. She receives support caring for her two older children from their paternal aunt, Claire Green. Jane has engaged with Drugs Alert to address her substance misuse problem. She did not test positive for any illicit crack or heroin. Only methadone and other medication she states is prescribed to her |

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| **What are your concerns for this child(ren) or Family** |
| Is there actual harm? – what action is causing the harm;   * What is the extent of the harm currently being experienced by the child(ren)/young person * How does this harm manifest itself and impact on the child(ren)s/young person’s health, welfare and development * What is the factual information and evidence base specific to your concern; * What are the future dangers for this child(ren)/family should this concern not be addressed? * What are the complicating factors that makes the concern more difficult to deal with? * What are the views of the children/young people **– include the voice of the child such as, what worries me and why. How does this make me feel** |
| My concerns are the Jane was not honest with the story she provided around her drug use. She stated that she had never taken illicit substances and had developed an opiate addiction due to taking Subutex however on reading through her old note from when she was in service in 2017 she stated she had been using crack and heroin for over ten years. When she was asked if she had previously had any social service involvement, she stated that she never. However, in the notes it states her older children were placed with paternal aunt due to her inability to care for them. My concerns are around potential drug use around Tom and Jane being dishonest with services. Should this matter not be explored I feel Tom may be at risk of neglect. I am also concerned about the lack of stability regarding housing. I am also concerned that Jane has very little service support. She has moved back and forth between Ireland and England and the reason is unknown. She states she did not have any social service involvement in Ireland however I have concerns of disguised compliance |

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| **What needs to happen next?** |
| What changes do the family need to make for your concern to be addressed? Please list the changes and outcomes you think are needed.   * What changes do the family think they need to make? What do they think would help them? * What do you think would help to decrease the concern and risk to this family/child/ren? * What support would help the family to make the changes you have identified? * What are the views of the children? **– include the voice of the child such as what would it be like if or how would things look if my worries were gone**   Before submitting this request have you considered the Waiting room website [www.the-waitingroom.org](http://www.the-waitingroom.org) to identify services that can support the family as an alternative to Birmingham Children’s Trust? |
| Jane needs to fully engage with Drugs Alert with an open mind set and work towards abstinence. She requires support with obtaining suitable housing. I feel Jane’s current situation meets the threshold for Additional Needs . She requires more service intervention and access to services to support herself and her young child . I am unsure if Tom is registered with a GP or under a health visitor or has had any development checks. Very little is known about this family. The family is in temporary accommodation which is not ideal for a 2 year old child as unlikely to meet his physical and developmental needs. Access to nursery provision would be beneficial at this point. |

**This Request for Support Form is only an example. It is based on an actual referral received by CASS but the details and circumstances have been changed. Names, addresses and personal details have been changed to anonymise the families concerned.**