

Lead Professional Review Report

Form Details

Form Start Date:	Worker Name:
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Person Details

This section is automatically populated

Name:	CareFirst ID:
DoB / EDD:	Gender:
Address:	Tel No:

Child/Young Person Details

Type of Review Report

Choose from: LAAC, Child Protection, LAAC & Child Protection or Risk Management

Date of Review

Is the child currently at home?

Other Names or Known as

Record below if the child is known by a different name and/or has any other forenames

Home Address - record home address here if this is different from the address in the header

The address in the header should be the child's current whereabouts OR should display as 'Address Not to be Disclosed' if this is the case

	Home Address	Postcode	Telephone Number	Whose address is this
1	Will pull in from previously completed reports			

Current Legal Status Details (ONLY the details for Looked after and looked after and accommodated children will pull through here). If the child is not on an order then choose the applicable status from the pick list below

Shows the current details for the child. Entered on CarePlace by admin staff. If the details are not accurate then you MUST ask admin to update before progressing.

Legal Status will automatically pull into the report (if recorded)

If carers details have not to be disclosed you MUST advise your admin who will remove the details before the report is made available.

Current Legal Status:

Date Started	Description
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Include details of attached conditions (if relevant)

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Name:	CareFirst ID:
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If the child is NOT looked after or looked after and accommodated then choose the appropriate legal status from the list.

*Pick from either:
S68(5) Voluntary Supervision - (Formally S56(4B)) or S22*

Family Details

Detail all people considered to be family members including all those living in, and outwith the household. Include the details of older siblings and absent parents, their relationships to the child, and whether they hold parental responsibility. Record their Date of Birth if known.

NOTE: The information in this table does not write back to carebase. Therefore, as well as entering the household composition in the table below, please also check that the members of the household are recorded on Carebase as personal relationships.

	Name and Date of Birth	Parental Responsibility/R ights	Living in the Household	Address	Relationship to Child and contact number
1	Will pull in from previously completed report. Must be reviewed and updated				
2					
3					
4					
5					
6					
7					
8					
9					

Other Significant People

Detail any person considered significant in the child's life, this could include previous step-parents or family friends. This could also include foster carers or care staff at the address where the child currently resides.

Will pull in from personal relationships section in CareFirst.

Relationships are automatically pulled through from CareFirst. If there are other significant people missing they will need to be added.

Use Remove from List if people should not be listed in this section.

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Name:	CareFirst ID:
Name:	
Relationship:	
End Reason:	
Address:	
Email:	
Phone:	
Notes:	

Placement Details

Current and Previous Placements

(ONLY the details for Looked after and looked after and accommodated children will pull through here)

Shows current and previous placement details for the child. Entered on CarePlace by admin staff. If the details are not accurate then you MUST ask admin to update before progressing

Placement History:				
Date Started	Date Ended	Placement Type	Placement	Carer Details
All LAC placements will automatically pull into the report (if recorded)				

Child Protection Registration

Is Child/Young Person's name currently on North Ayrshire Council's Child Protection Register?	Not Answered
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Date of CP Initial Case Conference/Pre-Birth Case Conference	
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Child Protection Case Conferences:			
Conference Type	Date Scheduled	Outcome	Outcome Date
All CP/Pre-Birth Conferences and discussions will automatically pull into the report (if recorded)			

Dates of all Core Groups since the last CP Review Case Conference or Initial Case Conference

Lead Professional , Agencies and Contributors to Review

Lead Professional, Involved Agencies and Contributors to Assessment/Investigation/Review

Please note: Named Person is the contact person in Universal Services

	Name and Designation	Agency Name and Address	Date and Method of Contribution	Tel No and Email
Lead Professional	Will pull in from previously completed report. Must be reviewed and updated			
Named Person				

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Name:		CareFirst ID:		
	Name and Designation	Agency Name and Address	Date and Method of Contribution	Tel No and Email
3				
4	Will pull in from previously completed report. Must be reviewed and updated			
5				
6				
7				
8				
9				

Decisions/Recommendations from the last review
Decisions/Recommendations at the last review of the Child's Action Plan
<i>Please copy and paste the decisions from the relevant observation and comment on the progress on each of the decisions</i>

Needs and Risk Analysis
Summary of all Services (Succinctly capture the contribution of ALL services to the child's plan with a focus on how well the child's needs are being met and risk reduced where applicable)
<i>For children with specific risk factors, you must comment explicitly on whether these risk factors are reducing/increasing and whether new risks have been identified</i>
Will pull in from previously completed report. Must be reviewed and updated

Chronology Available	
Is a Chronology of Significant Life Events available?	Not Answered
If not, please specify below the reason	

Lead Professional Contacts
Describe your contact with the individual child/young person and how this has contributed to the review and how this has helped to progress the Child's Plan
Will pull in from previously completed report. Must be reviewed and updated

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Name:	CareFirst ID:
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Describe your contact with the parent/carer and how this has contributed to the review and how this has helped to progress the Child's Plan

Will pull in from previously completed report. Must be reviewed and updated

Views of Child/Young Person and Parent/Carer

Views of the Child/Young Person (Record agreements and disagreements with the plan analysis including actions to resolve any disagreements)

Will pull in from previously completed report. Must be reviewed and updated

Views of the Parent/Carer (Record agreements and disagreements with the plan analysis including actions to resolve any disagreements)

Will pull in from previously completed report. Must be reviewed and updated

Summary of Current Assessment and Analysis

Will pull in from previously completed report. Must be reviewed and updated

Lead Professional Recommendation

Lead Professional's recommendation at the Child's Action Plan Review

Is this form ready for Team Manager approval?

Answer Yes for Child Protection Reviews

Answer No for LAC Reviews

LAC Review - complete AND authorise - click FINISH AND SAVE and enter completion AND authorisation details to finish the report.

CP Review - complete ONLY (DO NOT AUTHORISE)- click FINISH AND SAVE and enter details in the fields marked by an asterisk (*). Your Team Manager will authorise when they receive the activity from you

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Name:	CareFirst ID:
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Completion and Authorisation

Completed By:	Date:
Worker:	
Tel:	
Address:	
Authorised By:	Date:
Tel:	
Authorisation Comment:	