



AYRSHARE QUALITY ASSURANCE STANDARD 3

Child Protection processes

Standard

AYRshare is used to share information to support Child Protection processes.

Appropriate documents, reports and assessments submitted to inform decision making and the Child's Plan when a Child is subject to Child Protection processes must be shared through AYRshare. This includes the responsibility for all Team Around the Child (TAC) contacts to record significant events within the chronology.

Operational Process

1. AYRshare folders must be created the same working day by Social Work Services if there is no pre existing AYRshare Folder for all children where a child protection investigation is commenced.
2. A Lead Professional from Social Work must be identified within the folder.
3. The Lead Professional must ensure that the correct Named Person's details are recorded.
4. A chronology entry of significant events within the Child Protection process must be recorded by Social Work at every stage of the Child Protection process on the same working day. This includes registration and deregistration, whether a comprehensive medical is undertaken, Joint Investigative interview and any emergency measures required i.e. Child Protection Order or Child's residence changed.
5. It is the responsibility of all AYRshare users who are Team Around the Child (TAC) members to ensure that the relevant significant events are added to the child's AYRshare chronology.
6. The Lead Professional is responsible for ensuring significant events provided by services or agencies that do not have access to the AYRshare system are entered into the AYRshare chronology.
7. The AYRshare chronology must be printed and reviewed at the first Core Group meeting which is held within 15 days of registration and all subsequent Core Group meetings and Child protection reviews for the duration of the registration.
8. Recording on AYRshare must continue for each case following de-registration for as long as there is a multi-agency Child's Plan in place.
9. When the child is de-registered the Team around the child should continue to meet and use AYRshare to share information in the same way and in line with the Child's Plan.
10. If a new Social Worker becomes the Lead Professional, the outgoing Lead Professional must add the details of the incoming Lead Professional before removing themselves from the folder.
11. Where there is no longer a requirement for a Lead Professional from Social Work, the Social Worker who was the Lead Professional must add the details of the incoming Lead Professional where identified as required before removing their own details.
12. Following discussion and agreement at the Team around the Child meeting, if a Lead Professional is not identified as required and a multi-agency Child's Plan remains in place following a child protection episode, it is the responsibility of the Named Person to manage the AYRshare folder.
13. Information sharing on AYRshare must continue where 2 or more services with access to AYRshare are involved and providing a service.