

Training

In order to fully understand the Common Assessment Framework and its use in Bath and North East Somerset, it is important that you access the appropriate level of training. There is an online CAF e-learning course. We run a half day session on Common Assessment and a full day on Team Around the Child / Lead Professional.

If you would like further information or to access the e-learning module please visit:

<http://bathnes.learningpool.com>

In addition, members of the team are able to offer bespoke training or coaching support directly to individuals, teams and organisations.

Please contact one of the team to discuss your requirements.

If you are interested in finding out more about Early Help and the Common Assessment, or wish to discuss training opportunities, then please contact one of the Integrated Working Team who will be happy to assist you.

Lyn Tapping

Assessment and Information Officer
North East Somerset area
lyn_tapping@bathnes.gov.uk
01225 395448
07530 263359

Kevin Clark

Assessment and Information Officer
Bath area
kevin_clark@bathnes.gov.uk
01225 395308
07977 228307

Sean Turner

Integrated Working Administrator
Sean_turner@bathnes.gov.uk
01225 395021

Common Assessment - an offer of early help



Leaflet for Professionals

What?

Common assessment is a voluntary tool which considers the needs of the child/young person and their family. The process brings together a team of professionals to support the child/young person and their family to achieve the change they wish to see.

Can be used for:

- Identifying unmet need
- Supporting early intervention
- Ensuring integrated working between professionals

When?

- You are concerned about a child/young person's wellbeing, but it is not a safeguarding concern
- When the needs of the child/young person are not clear
- If more than one service is needed or already supporting a child/young person and a co-ordinated approach would help
- If the family requests an assessment

How?

- The common assessment should always be done in partnership with the child/young person and their family, and ALWAYS with consent
- Complete the common assessment form, ensure the right people are invited to the team around the child/family meeting
- Complete and work towards the action plan
- Review progress, prevent barriers and celebrate success

Who?

Anyone who works with children and young people can initiate a common assessment.

- The child/young person should always be at the centre of discussions
- Family
- School
- Other agencies already involved with the young person

Other agencies vary depending on need but can include voluntary agencies, health, housing, adult services, youth work, to name a few.

Team Around the Child/Family meetings (TAC/TAF)

- TAC/TAF meetings put the young person/family at the centre of discussions
- They are a way of bringing all agencies and individuals involved in supporting the young person and their family together
- They enable solution-focused action plans to be developed, and reviewed with one person taking on a co-ordinating role (lead professional)

Lead Professional (LP)

- The lead professional is responsible for co-ordinating the support which reduces overlap and serves as a single point of contact for the young person/family and other agencies
- Anyone can take on the LP role. It is good practice for the LP to have an on-going relationship with the young person/family, or the ability to do so
- The young person and family need to have a say in who the LP should be, as this will be a close working relationship

If at any time you have a safeguarding concern, please follow your organisation's safeguarding policy.