

# **PARTNERSHIP & WIGAN CHILDREN, YOUNG PEOPLE & THEIR FAMILIES STRATEGIC SAFEGUARDING CHILDREN BOARD**

## **POLICY**

**Name** Common Assessment Framework

**Purpose** This joint policy sets out principles that underpin the introduction and operation of the Common Assessment Framework in Wigan Borough by the organisations of the Children, Young People and their Families Strategic Partnership and Wigan Safeguarding Children Board.

### **Policy**

Member organisations of the Children, Young People and their Families Strategic Partnership and Wigan Safeguarding Children Board are committed to the implementation of the Common Assessment Framework to improve outcomes for children and young people. CAF is:

A national standard process for assessing any additional/unmet needs that a child or young person may have, and planning how any such needs should be met. CAF is intended as a straightforward, holistic assessment of a child's needs; which explores the child's development, behaviour, their parenting, family circumstances and activity in their community.

Commitment to this policy by organisations of the Strategic Partnership and Safeguarding Board in Wigan will be demonstrated through their use of the Common Assessment Framework to:

- Support earlier intervention where additional, or unmet, needs are identified
- Reduce the number of assessment processes that children and young people undergo
- Improve the quality and consistency of referrals between agencies
- Embed a common language about the needs of children and young people
- Support the appropriate sharing of information

Members of the Strategic Partnership and Safeguarding Board in Wigan will ensure members of the Children's Workforce employed, or working as volunteers, in their organisation are enabled to effectively undertake 'common assessments' by:

- Members of the children's workforce having access to the Change for Children and Young People Co-ordinator to enable them to carry out effective 'common assessments' and make effective decisions about the appropriateness of 'common assessments' in specific cases.
- New members joining the Children's Workforce being made aware of the Common Assessment Framework – and receiving additional support from their line manager and the Change for Children and Young People Co-ordinator.
- Working with the Change for Children and Young People Co-ordinator on regular audits of the compliance by organisations with this policy and identify areas for development.

### **Background documents**

- Children Act 2004
- Statutory guidance on the role and responsibilities of the Director of Children's Services and Lead Member for Children's Services
- Guidance on the duty to co-operate and on making arrangements to safeguard and promote the welfare of children under Sections 10 and 11 of the Children Act 2004
- CAF: Implementation Guidance for Directors of Children's Services in Local Areas
- CAF: Guide for Service Managers and for Practitioners

- <http://www.everychildmatters.gov.uk/deliveringservices/caf>