

Guidance Notes on completing the Inter-agency Risk Assessment and Management Plan

This document is designed for use where there are concerns about a child or young person linked to 'risky behaviours'. It is for use where the child/young person is being worked with **outside the child protection system**.

The inter-agency risk assessment and management plan would normally be completed where other assessments and planning processes have highlighted risky behaviour. In particular this would be following a Core Assessment, completion of the Child Sexual Exploitation Screening Tool, looked after child care planning, or in conjunction with the Youth Justice System ASSET tool that could include, ROSH & VMP.

Normal adolescent behaviour includes young people increasingly experimenting and risk taking and it is important that they, their parents and carers and professionals are able to differentiate between normal risk taking and when this becomes of concern.

Examples of individual Risky Behaviours which could trigger this risk assessment include:

- Running away from home or care
- Associating with adults or peers who are of concern
- Offending behaviour and risk to the public
- Anti-social behaviour or gang activity
- Inappropriate sexual activity with adults or peers
- Inappropriate sexual activity with a younger child
- Inappropriate sexual activity with animals
- Involvement in child sexual exploitation
- Self-harming or threat of suicide
- Mental health issues including eating disorders
- Misuse of drugs or alcohol
- Irregular patterns of behaviour
- Vulnerability at key transition points such as leaving care, changing schools, changing placements or leaving custody
- Vulnerability which means the child or young person is on the fringe of custody or care
- Homelessness

- Teenage Pregnancy
- Domestic violence

The need for a risk assessment should be considered where there are concerns about a child or young person which indicate that the plan arising from the assessment process to date may not be sufficiently detailed or robust to identify and manage risks. The risk assessment should always take place where there are wider risks to others, including public protection risks.

Any agency can and should trigger the risk assessment and management process – Safeguarding is everybody's business.

The risk assessment must be inter-agency and therefore based on sound information sharing, analysis and agencies taking collective responsibility for managing risk. It can be undertaken in a number of ways for example individuals asked to think about the risks and begin to populate the document but in most cases there will be value in a multi-agency meeting to share information, analysis and ideas.

The risk assessment should consider current and known risks AND predicted and future risks and the management plan should include actions to reduce current risks and prevent predicted and future risks.

The risk assessment should be a dynamic document and should be reviewed and updated regularly. Any escalation of risk should be dealt with immediately and recorded in the child or young person's file. Where risk has escalated or reduced a new risk assessment form should be completed and attached to individual files. **The child or young person, their family, carers and all professionals involved with the child or young person should contribute to the risk assessment and analysis and should be involved in the development and delivery of the management plan.**

Once completed the risk assessment and management plan must be **signed off by senior managers** (tier 3) in the key agencies and should be reviewed as part of those agencies case management/supervision arrangements as well as through the multi-agency review meetings.

If interventions are failing to change the behaviours or risks to the child or young person, it is not acceptable to carry on just doing the same things. More intensive interventions should be considered.

Parents, carers and professionals are often at a loss as to what actions to take to manage risky behaviours. The section below is designed to help those completing the risk management plan to think about what additional actions and interventions they might include.

Managing children and young people with risky behaviours can be difficult and stressful for parents, carers and professional alike. Change can often be slow and may involve 'one step forward and two steps back'. A 'team around the adults' approach is important to ensure no individual feels they are trying to manage the risks alone.

Where the risks are high and persistent and the risk management plan does not have the anticipated reduction in risk, consideration should be given to referring the case to the **complex case panel**. This ensures that senior officers, across agencies, are informed about the risks and have taken all steps to support the risk management plan. A risk assessment and management plan, or child

protection plan, should be in place for all cases referred to the complex case panel, and should be kept updated with any changes.

Actions and Intervention Strategies which may be helpful

- Disrupting the young person's relationship with other young people suspected of introducing them to adults involved in violence, gang activity, drugs, alcohol and sexual exploitation and/or encouraging them to run away.
- Disrupting the young person's contact with adults suspected of being involved in violence, drugs, alcohol and sexual exploitation.
- Gather and record information to assist prosecution and disruption of adults or other young people suspected of being involved in violence, gang activity, drugs and sexual exploitation. Corroboration of evidence is very important to prevent reliance on the young person's statement. Removing perpetrators is a strong safeguarding action.
- Promote positive relationships with family, friends and carers.
- Change the way adults respond to the young person for example agreeing not to engage in conflict
- Consider the positive use of secure accommodation to protect the child and ensure they understand this is not a punishment (unless they are detained as part of a sentence for criminal activity)
- Maintain contact whilst absent including ensuring the young person is repeatedly told that the adult is concerned for their well-being.
- Enhance the return procedure to ensure it is a positive experience and the child/young person is in doubt that the adults care about them and are pleased to have them back
- Set clear boundaries to acceptable behaviour and motivate positive behaviour through reward.
- Empower the parent/carer/ foster carer, remember they are a key partner in protecting the child or young person
- Use the 'cracked record' approach consistently telling the child or young person that you care enough about their safety and well-being to keep on trying to stop their risky behaviours
- Build the young person's self-esteem through positive communication and action

- Raise the young person's awareness of CSE/drug taking/alcohol abuse etc. and the dangers of risk taking behaviours.
- Consider meeting the health needs of young person in creative ways
- Involve the young person in diversionary activities.
- Make home (or care) a more attractive place to live
- Make school a more attractive place to go.
- Provide specialist support through other agencies - find an adult the child or young person will engage with and support them to be the child's major point of contact.
- Plan on positive change for the future and set small targets to achieve weekly or monthly.
- Where a young person is refusing or reluctant to engage, and is involved in soliciting or grooming peers discuss with the Police. If they are a persistent offender the case should be referred to a Police Gold Group Meeting (see ACPO Guidance).
- Stick with the child or young person whatever challenges they may throw at the adults around them. If they are in danger and/or have been abused and threatened by other adults they will take a long time to test out 'safe' adults and to begin to trust them.

THESE GUIDANCE PAGES TO BE REMOVED WHEN DOCUMENT AND PROCESS HAS BEEN AGREED

Inter-agency Risk Assessment and Management Plan - Screening Tool

For use by all agencies involved with the child/young person. This screening tool should be completed for all open cases to Children Education and Families

GENERAL INFORMATION			
Full Name:		D.O.B.	
Gender:		FWi No:	
NHS No:		PCIS No:	

Please note that a separate process applies where child is subject to a child protection plan.

Indicators for Interagency risk assessment and management plan <i>Tick all that apply</i>
<ul style="list-style-type: none"> <input type="checkbox"/> Is the young person open to a number of different teams e.g. Social Care, CAMHS, YOS, FPSS etc <input type="checkbox"/> Are there multiple risk assessment or behaviour management plans in place for that need drawing together <input type="checkbox"/> Is the young person subject to a CPA or a Complex Case referral <input type="checkbox"/> Is there an escalating trend of risky behaviours being observed with concern regarding increased likelihood, frequency and/or seriousness <input type="checkbox"/> Is there a history of non-engagement towards support services or is this considered to be an emerging risk <input type="checkbox"/> Is there an increasing lack of engagement within education, training or employment provision <input type="checkbox"/> Has the young person had more than 2 placements moves or consider to be at risk of placement breakdown <input type="checkbox"/> Are there increased risks to the wider public due to risk taking behaviours <input type="checkbox"/> Are there concerns regarding missing from home/care (3 episode within 90 days or 2 within 28 days) <input type="checkbox"/> Are there concerns regarding increased offending activity <input type="checkbox"/> A Child Sexual Exploitation Screening tool has been completed but has not met the threshold for Child Protection <input type="checkbox"/> There are heightened risk within the family environment <input type="checkbox"/> There are heightened risks or homelessness

Conclusion of screening process
<ul style="list-style-type: none"> <input type="checkbox"/> One or more of the above statements are relevant – An Inter agency risk assessment and management plan is required <input type="checkbox"/> None of the above statements are relevant – No Inter agency risk assessment and management plan is required <input type="checkbox"/> None of the above statements are relevant – An Inter agency risk assessment and management plan is considered necessary following discussions with your line manager – rationale for this decision:

Signature of author			
Completed by:			
Name		Role & agency	
Signature		Date	

PART 1 - INTER-AGENCY RISK ASSESSMENT

For use by all agencies involved with the child/young person. This form should be used to record the views of the core group/multi-agency planning group and should provide a comprehensive assessment of risk and controls.

Date of Risk Assessment/Plan:	Date last reviewed:	Date review due:
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FAMILY MEMBERS & PROFESSIONALS WHO HAVE CONTRIBUTED TO THIS RISK ASSESSMENT AND AGREED WITH THE MANAGEMENT PLAN

Names, roles and contact details (indicate key worker/lead professional)

Name	Role/Agency	Contact details

Meeting responsible for undertaking and reviewing this assessment and plan

Names and designations of additional professionals who should receive a copy
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RISK TO HEALTH AND DEVELOPMENT FROM PARENTS/CARERS/FAMILY MEMBERS

<p>Checklist: child in need of a child protection plan</p> <input type="checkbox"/> Neglect <input type="checkbox"/> Emotional Abuse <input type="checkbox"/> Physical Injury <input type="checkbox"/> Sexual Abuse <input type="checkbox"/> Combined category (please specify)	<p>Checklist: child in need of support/looked after</p> <input type="checkbox"/> Loss of family/abandonment <input type="checkbox"/> Complex family needs <input type="checkbox"/> Inappropriate caring responsibilities <input type="checkbox"/> Risk of family breakdown <input type="checkbox"/> Looked after/Leaving care <input type="checkbox"/> Poor developmental outcomes <input type="checkbox"/> Other (please specify)
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RISK TO SELF (SELF-HARM & SUICIDE)

<p>Checklist:</p> <input type="checkbox"/> Suicidal thoughts/attempts <input type="checkbox"/> Family history of self harm - mother <input type="checkbox"/> Self-harming behaviour <input type="checkbox"/> Feelings of Hopelessness/Helplessness/ Loss of Control/Isolation <input type="checkbox"/> Recent significant life events	<input type="checkbox"/> Alcohol use <input type="checkbox"/> Drug use / Substance misuse <input type="checkbox"/> Low engagement with services/concern expressed by others; unable/unwilling to access support <input type="checkbox"/> Mental Health issues – some diagnosed and suspicion <input type="checkbox"/> Will carry out threats – will do this to reach objective <input type="checkbox"/> Other (please specify)
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RISK TO SELF (NEGLECT/VULNERABILITY TO ABUSE/EXPLOITATION)

Checklist:

- Severe self-neglect
- Failure to eat/drink properly (inc eating disorders)
- Likely to have avoidable accidents
- Socially/Culturally Isolated – at times
- Poor Personal Hygiene
- Inappropriate clothing
- Lack of daily occupation (inc absconding, truancy, NEET)
- Evidence of failure to seek medical attention for ill health/addiction or concerns about ability to look after health needs
- Financial difficulties in meeting basic needs / budgeting
- Rent arrears/Homelessness

- Learning Difficulties/Disabilities or other barriers to express needs
- Low awareness of personal safety/safety of valuables
- Association with individuals posing risk of exploitation
- Little ability to look after cleanliness and safety of home
- Difficulty in maintaining household rules/expectations
- Low engagement with services and/or concern expressed by others; unable/unwilling to access support
- Previously subjected to violence, harassment, abuse or death threats from close family/others or weapons have been used against them
- Subject of current/recent MARAC (domestic violence)
- Other (please specify)

RISK TO OTHERS (AGGRESSION, VIOLENCE, ABUSE)**Checklist:**

- Behaviour/demeanour is threatening or abusive
- Incidents of violence or physical aggression
- Violent thoughts or fantasies
- Difficulty controlling temper
- Intent to harm others (e.g. keeps weapons or knives etc)
- Poor engagement with services and/or concern expressed by others; unable/unwilling to access support
- Poor engagement with care/support plan

- History of drug/alcohol misuse
- Custodial sentences or arrest for violent behaviour
- Offending or Sexually Inappropriate Behaviour
- History of abusing/exploiting others
- Witnessed, or victim of, violence or emotional abuse in childhood – only historical
- Close associates/pets known to be aggressive
- Abuse of pets / animals
- Will carry out threats
- Other (please specify)

RISK OF DAMAGE TO PROPERTY**Checklist:**

- Arson
- Vandalism or significant damage to buildings
- Other (please specify)

FAMILY/ENVIRONMENTAL/BACKGROUND FACTORS

Do not duplicate risk factors already described in sections above.

Checklist:

- Parental Alcohol use
- Parental Drug use / Substance misuse
- Parental Mental Health issues
- Domestic Abuse
- Temperamental factors (e.g. management of emotions, behaviour; SDQ score)
- Relationship factors (e.g. with members of staff, carers, other young people; with family, contact issues)
- Unstable family background (e.g. Inconsistent parenting, violence within the home, lack of parental/carer support)
- Placement / Accommodation history
- Physical Health / Mental Health / Emotional Well-being Issues
- Poor engagement with support / ability to make/engage in plans (e.g. Mental Health services/family)
- Offending history
- Anti-Social Behaviour Order or Acceptable Behaviour Contract
- Other (please specify)

FULL DESCRIPTION OF RISKS AND FAMILY STRENGTHS INCLUDING THE CHILD & FAMILY'S PERSPECTIVES OF POINTS IDENTIFIED

Ensure that you distinguish between fact and opinion and note whose judgements you are recording

What has happened in the past?

What is happening now? (including known triggers)

What are the risks in the future and what factors reduce the likelihood of these risks causing future harm?		
Tools/assessments that have informed this view <i>Eg. Core assessment, Childcare & Dev checklist</i>	Agency and professional responsible <i>Eg. Name, Social Worker</i>	Date of completion

SUMMARY ASSESSMENT OF RISK <i>Bring forward risks identified in sections above</i>			
Identified Risk	How likely is this outcome? (very likely, quite likely, not likely) <i>* consider different settings/services being accessed.</i>	How undesirable or serious is this outcome? (very serious, quite serious, not serious)	Assessment of risk i.e. combination of likelihood and seriousness. Indicate high, elevated, medium or low <i>* consider different settings/services being accessed.</i>

Key:

- Very likely = 3, Very Serious = 3
- Quite likely = 2, quite serious = 2
- Not likely = 1, Not serious = 1

To arrive at the numerical level of risk, multiply the figures e.g. (quite likely) 2x (very serious) 3 this would = 6 (Elevated)

- 1 – 2 = Low (May cause harm but unlikely, with minor consequences)
- 3 – 4 = Medium (Can cause harm but consequence not considered serious)
- 6 = Elevated (This is a know hazard that has and/or will cause serious harm)
- 9 = High (Likely hazard that will cause significant or severe harm)

<p>Is this risk assessment being undertaken within a statutory framework?</p> <p>Does it meet the threshold of child protection conference/legal panel pre-proceedings?</p> <p>Complex case panel:</p> <p>A referral will be needed where a young has had identified multiple needs, and/or whose planned outcomes are not being</p>

achieved despite the best efforts of the inter-agency core group and for whom risks are increasing e.g. Abuse/neglect, self-harm/risky behaviours, harm to others and long-term dislocation from family and community - Please complete below check list

- Are there high risk or complex needs identified within the management plan and risk assessment
- Has there been an inter-agency core group meeting held and a management plan devised
- Have the identified outcomes been blocked
- Are there any other increased risk and/or are we considering care proceedings

If this list has been checked off then please discuss with your line manager the need to refer for discussion at the next complex case panel.

Signatures

Record completed by (on/for the behalf of the Inter-agency management group) :

Name		Role & agency	
Signature		Date	

PART 2 - INTER-AGENCY RISK MANAGEMENT PLAN

For use by all agencies involved with the child/young person. This form should be used to record the views of the core group/multi-agency planning group and should provide a comprehensive risk management plan underpinned by comprehensive assessment of risk (see part 2)

GENERAL INFORMATION			
Full Name:		D.O.B.	
Gender:		FWi No:	
NHS No:		PCIS No:	

RISK MANAGEMENT PLAN					
<i>List risks in order of priority</i>					
Identified hazard and perceived risk level	Desired Outcome	Actions to be taken to control the risk	Assurance that controls are in place	Revised risk level	Who is responsible for taking the actions and the frequency of review
<i>*The hazard and the level of risk to it causing harm</i>	<i>*What needs to happen to be confident about the child's wellbeing?</i>	<i>*Consider different settings/services being accessed.</i>	<i>*Consider different settings/services being accessed.</i>	<i>*Perceived risk level after actions have been put in place to control the risk (this should indicate a reduction if the controls are effective)</i>	<i>*Key personnel identified in different settings e.g. Home, school etc</i>

Are there any agencies dissenting from the risk assessment or plan? Give details

CONTINGENCY PLAN				
<i>Identify the circumstances and actions to be taken if risks escalate, rather than reduce</i>				

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OUT OF HOURS SUPPORT

Details of out of hours support: agency involved, contact details

CHILD & FAMILY'S VIEWS OF THE PLAN

Child/Young Person's view

Parents' Significant Family Members/Friends/Other Carer's views

SUPPORTING DOCUMENTS/ATTACHMENTS

Tick all that apply

Checklist:

- Core Assessment
- Child Protection Conference Report
- ASSET/other YOS form
- Care/Pathway Plan
- CAMHS Assessment (CPA)
- Health Assessment/Plan/SDQ return
- Young Carers Assessment
- Community Based Assessment (Parents Under Pressure)
- CAF
- IEP/PEP
- Placement Plan
- FGC Plan
- Safe Caring Plan
- Other (please specify)

Signatures

Record completed by (on/for the behalf of the Inter-agency management group) :

Name		Role & agency	
Signature		Date	

Senior Manager authorisation:

Name		Role & agency	
Signature		Date	

Review Dates:

The plan must be signed off by senior managers and any deviation must be agreed by the Multi-agency group