**Early Help Assessment Prompt Sheet**

**When filling in the views of the different people in the family, sometimes all you need to do is listen. But sometimes it can help to have a prompt sheet.**

**This can also ensure that important issues are not missed.**

**Home and Family Relationships**

* *What is the current housing situation? E.g. private rental, any arrears? Is it stable? N.B. If there is risk of homelessness you must refer to the local Housing authority (*[Duty to Refer](https://intranet.oxfordshire.gov.uk/cms/group-content/housing-and-homelessness-support)*)*
* *Any significant life events? (death of a family member, house move, new partners)*
* *Are there family member(s) who struggle with their mental health problems, alcohol or drug dependency?*
* *Has there been any historical or any ongoing Domestic Abuse?*
* *Have there been known concerns about child neglect or abuse?*
* *Home environment – what’s good and bad about it?
Does the child have safe space and what they need to develop?*
* *What are parent/child/ren relationships like? Warmth? Routines? Consistency? Boundaries?*
* *How do the child/children behave at home?*
* *Do you feel you have family members who understand your concerns and who will support you, who are they?*
* *For the child: Do you like where you live? Do you have your own space? What is your space like?*

**Work**

* *Are parents / older children employed? If not, what would help?*
* *How are you managing financially?*
* *Are you able to provide for your family’s basic needs? What needs to change?*
* *What aspirations do the adults/older children have?*
* *For the child: What are your hopes for the future*

**School/College**

* *What are the attendance figures for each child/children, is the attendance below 90% - if so why?*
* *Is the child persistently absent from school/missing?*
* *(If over 16) is the child NEET or out of learning?*  If so contact eetreferrals@oxfordshire.gov.uk
* *Are they achieving academically? Anything that make it hard to learn? What could help?*
* *How do child/ren behave at school?*
* *Triggers of behaviour?*
* *For the child: How do you feel about school? What are the best and worst bits?*

**Social/Community**

* *Are there difficulties which make things worse for you or the child/children, such as neighbour disputes?*
* *Any anti-social behaviour or crime impacting your family?*
* *What support networks support the family?*
* *Do you have good friendships?*
* *What do you like doing in your spare time?*
* *Any concerns about emerging threats such as criminal exploitation, radicalisation or Child sexual exploitation?
Do you feel safe? Who are your safe people/places?*
* *For the child: Do you feel safe? Are you engaged in any hobbies? Do you have good friends?*

**Health and Wellbeing**

* *Are the child/ren clean, hygienic, well fed?*
* *How often are visits made to the doctor and dentist?*
* *Speech, language and communication skills?*
* *Any other additional health needs? Sexual health needs?*
* *Are there problems for adults about emotional wellbeing? (Stress, anxiety, self esteem).*
* *Are the emotional needs of the child/ren met?*
*Are any of the children providing physical or emotional care for a family member due to illness/disability/substance use?*
* *Are there any caring tasks that pose a risk to the child? Or is the amount/type of care the child is providing impacting, or likely to impact on their health, development, education, social opportunities?*
* *For the child: Do you have any illnesses, health problems or disability? Who helps you stay healthy? Are there things that make you feel angry/sad? Who can you talk to?*

**For children under 5:**

* *Are they meeting developmental milestones? (Physical, Intellectual, Language, Emotional and Social)*
* *Do they have additional health needs?*
* *Are they in nursery/pre-school?*
* *Are there difficulties ensuring consistent child care when needed, what are these?*

**For Disabled Children:**

* *What is the disabled child’s diagnosis/condition?*
* *Do they have a severe learning disability? E.g. they are functioning at a much lower developmental age in comparison to their chronological age.*

*What does this mean for daily life for the child, siblings and parents in terms of:*

* *Personal care needs?*
* *Relationships within the family?*
* *Friendships/ leisure activities*
* *Can the child keep themselves safe?*
* *Do they have a degree of independence?*
* *What is the child good at, their aspirations?*
* *Does the child have an EHCP?*
* *Who (which agency) is currently involved?*
* *What support is the family seeking? What does it look like?*

**Documents which would be helpful:**

* Copy of EHCP
* Copy of last paediatric assessment/ review.

**These are not exhaustive prompts but there as a guide to support a full understanding of the family/child’s world.**

**All tools and paperwork including TAF meeting template and Closure/Evaluation can be found on the OSCB website:** [**http://www.oscb.org.uk/themes-tools/**](http://www.oscb.org.uk/themes-tools/)

**For support of specific issues e.g. young carers/housing please go to Oxfordshire’s Practitioners toolkit** [**https://fisd.oxfordshire.gov.uk/kb5/oxfordshire/directory/practitioner\_toolkit.page**](https://fisd.oxfordshire.gov.uk/kb5/oxfordshire/directory/practitioner_toolkit.page)