



CHILDREN  
& FAMILY  
SUPPORT

# Child and Family Assessment

## A guide for young people



Warwickshire  
County Council



## Why are you having a Child & Family Assessment?

Either you, or someone who knows you, has asked for help or is worried about you and your family.

An assessment of your situation will help us to agree with you what help and support you and your family might need and who might best give this help.

## What is a Child & Family Assessment?

To help us in our work with you, we need to know more about you and your family. The social worker, with help from you, your family and other agencies, will gather information on your situation. We call this an 'assessment'.

## How long will it take?

A Child and Family Assessment ends when there is enough information to make a decision about what support may be needed. The length and depth of the assessment will be agreed by the social worker, with their manager. All Child and Family Assessment will be completed within 45 working days. In very exceptional circumstances it may take a little longer, and your Social Worker will speak to you and explain any reasons for this. For all assessments certain core information will be gathered and a plan of support will be agreed to help you.



## What will happen?

The social worker will talk with you and members of your family to help them to complete the assessment.

Information gathered will be written down and some forms will be filled in. These forms record details about you, including your health, education, development and home life. The social worker will talk with you about the information they have gathered, and they will listen to what you have to say about it.

## Who will be able to see the information about me?

Your safety will be the social worker's priority. If information comes to light where the social worker is seriously concerned for your welfare, they will have to tell someone. You will be told what your rights are in this situation.

Normally, anything you discuss with your social worker will be held in confidence within the organisation, among those needing to know. If there is a need to discuss this information with anyone else, you will be asked if this is okay. You may be asked to sign a consent form. Your social worker will discuss this with you.

If you don't agree with what is written in the Child & Family Assessment when it is finished, you will be able to record this, or get the social worker to help you record this, on the form.



## How can you help us?

It is important that you are involved in your assessment. Helping the social worker, where you can, to complete the assessment will help them to see what strengths you and your family have, as well as any areas of difficulty.

## What can you expect of us?

We will listen carefully to what you have to say, offer advice and, where appropriate, support you to deal with the difficulties you and your family may be having.

We will keep you up-to-date about what we are doing and thinking during the assessment and afterwards.

With a little help most families can sort out their own difficulties and our aim is to help you and your family do that.

## What will happen next?

After the Child & Family Assessment is completed, the social worker, with you and your family, will agree a plan of action. A copy of the assessment and the plan will be given to you. If you need it translated into another language this can be arranged for you.

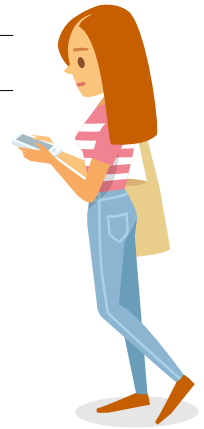
We will try our best to offer any services you need as soon as we can.



## Who can you speak to?

If you need to speak to anyone about what is happening to you, you can speak to:

- Your parents
- A teacher at school or college, or other adult you trust
- Your social worker \_\_\_\_\_  
on telephone number \_\_\_\_\_
- The Emergency Duty Team (01926 886922)  
between 5.30pm and 8.00am
- Childline 24-hour service (0800 1111)
- NSPCC Child Protection Line (0808 8005000)



### Remember:

- You should be involved in all aspects of your assessment.
- It is important that you give your views.
- You have a right to be listened to.
- You should not be afraid to ask if you are unsure about something.
- You will be given a copy of your assessment and agreed action plan.

## Further information

If you require further information about our services, please contact Warwickshire County Council on 01926 410410 in the first instance.

## Comments and complaints

If you have any comments or complaints about our services, please let us know. Any member of staff will be pleased to help you, or you can contact the Customer Relations team at:

P.O. Box 9  
Shire Hall  
Warwick  
CV34 4RR

**Tel.** 01926 410410

**Fax.** 01926 476622

**Email.** [customerrelations@warwickshire.gov.uk](mailto:customerrelations@warwickshire.gov.uk)



## Leaflet information in other formats

If this information is difficult to understand, we can provide it in another format, for example, in large print. If you require this leaflet in another language, please contact the Interpreting and Translation Unit on 01926 359177.

## More information

For more information please visit our website at:

**[www.warwickshire.gov.uk](http://www.warwickshire.gov.uk)**



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