

'STEPDOWN' PROCESS

The chart outlines the transition process from children's social care. Please contact your CAF Coordinator for further advice.

Social Care to CAF where:

There is no longer any need for any form of social care service
AND
A need for support from tier 2 services has been identified and a coordinated support plan is required.
AND
The child and family concerned have agreed to receiving tier 2 services.

Benefit

Continuity of support to children, young people and their families to promote long-term positive outcomes.

The Social Care lead professional, together with the family agree what up to date and relevant information should be transferred to a common assessment
The social care lead professional completes the assessment.



The Social Care lead professional convenes a coordinated support meeting and decides who should attend.

Invitees must include:

- parents and other significant carers,
- the child and young person if of sufficient age and understanding
- any relevant agency which may be able to provide a service
- any agency which is continuing to provide a tier 3 service to the child and/or family



The Coordinated Support Meeting is held chaired by the lead professional social care worker.
Every agency invited to attend the meeting does so or submits a short report identifying what needs they are able to meet and whether it is appropriate for them to take on the Lead Professional Role (see CAF toolkit)

The meeting produces a Coordinated Support Plan, agrees a new lead professional, the date social care provision will cease and the date from which the coordinated support plan and new lead professional arrangements begin.



Procedures for reviewing the coordinated support plan now follow the guidance contained within the Practitioner Toolkit for CAF.