

## **Transfer Child Protection Conference**

The receiving authority must convene a transfer child protection conference within 15 working days from the date that a child subject of a protection plan moves into its area or discovering that a child subject of a protection plan has moved into its area.

### **Child Protection Conferences**

The transfer Child Protection Conference may recommend that although case responsibility is transferred to the receiving authority, joint work with professionals from agencies in the originating authority continues for a time limited period. Where this occurs, the originating authority must comply with the terms of the revised child protection plan.

Families should be made aware that information will be shared with services in the receiving authority.

When a planned transfer of responsibility for a case is being arranged, a LA children's social care professional from the originating authority, who has knowledge of the case, must be invited to attend the transfer conference, along with any other significant contributors to the child protection plan.

Each of the receiving local agencies must ensure that they have obtained the relevant information from their originating authority counterparts, so that the transfer child protection conference has all the information required to make fully informed decisions and develop a proper protection plan.

The agencies should also provide any new information to the conference.

### **Retention of Child Protection Responsibilities by the Originating Authority**

The 'originating' local authority should retain child protection responsibilities where the child protection plan specifies a move out of an authority for a time limited period. The originating authority may require assistance from the 'receiving' authority to carry out the protection plan.

This might be where:

- The child temporarily stays with friends / family in another area
- The child is admitted to hospital in another authority area
- Parent/s, together with children, are provided with time-limited placement in a residential family assessment unit in another authority area
- A parent is supported for a time-limited period to live with a specific person (e.g. a relative or friend) in another authority area.

The originating borough should also retain child protection responsibilities when a family moves so frequently that the child's welfare cannot be adequately monitored because of the continuing disruption to service provision and information transfer. In this situation, the originating authority should retain child protection responsibility but should share information with the successive receiving authorities and receive new information and assistance from the receiving authorities to carry out the protection plan.

Whenever one of the above circumstances applies, the key worker must:

- Agree with the LA children's social care first line manager that it is in the best interests of the child for the originating authority to retain case responsibility;
- Inform the LA child protection advisers in both authorities that the originating authority will retain case responsibility
- Provide the receiving authority with written information on the child and the protection plan and the level of participation required of the receiving LA children's social care in implementing the plan
- Request that the child is added to the receiving authority's list of children subject of child protection plans, in a temporary category
- Make contact with agencies in the receiving authority to ensure that the level and type of service being / to be provided satisfies the requirements of the child protection plan.

Both LA children's social care first line managers must:

- Confirm in writing their agreement to case responsibility being retained by the originating authority for a specific period, including the dates for the period
- Ensure that the arrangements made satisfy the requirements of the child protection plan.

The LA child protection adviser of the receiving authority must ensure that a proper record is made of the existence of a child subject of another authority's protection plan living in the area of the receiving authority.

If first line managers are unable to immediately agree case responsibility, they must refer to their respective child protection managers, who should determine case responsibility. If agreement is still not achieved, this must be escalated to more senior managers as a matter of urgency

The originating authority must ensure effective completion of an assessment or Section 47 Enquiry before seeking to discharge a child.