

Sometimes, an Action Planning Meeting is held. This meeting will include the parents or carers, and any agencies or services involved in the child's life. Where the child / young person is old enough to understand what is happening, they should be encouraged to attend the meeting.

At this meeting, an Action Plan will be drawn up. The Action Plan will be a record of what is going to be done to provide help and support; it will record who is going to do what and when they are going to do it. This will include what the child / young person and you, as parents or carers, are going to do. You will receive a copy of the Action Plan.

The Action Plan will include a date for the next meeting (a review meeting). A review meeting is to see if everyone who agreed to do something in the Action Plan has been able to do it and whether anything in the Action Plan needs to change.

For more information, please contact:

Name:

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Telephone No:

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Integrated Assessments for Children / Young People

INFORMATION for PARENTS / CARERS



What is an Integrated Assessment?

The Scottish Government has a vision that every child in Scotland has the right to be:

- a confident individual
- an effective communicator
- a successful learner, and
- a responsible citizen

The Integrated Assessment is about everybody working together to make sure that children, young people and their families get the help they need, when they need it so this vision can be achieved.



To do this, everyone contributes to an assessment of the child or young person's needs.

Who is 'everybody'?

This includes the child / young person themselves, their parents, carers, families and any other people who have an important part to play in the child or young person's life – school staff, educational psychologist, social workers, doctors, school nurses, health visitors, support workers, police officers etc.

What is an 'assessment'?

An assessment is when everyone who knows the child or young person in different settings (e.g. at home or at school), puts together the different pieces of information they each may have to help build up a complete picture of the child or young person. This will include all the strengths and good things in a child / young person's life as well as where there are difficulties. The assessment must include the views of the child / young person and their parents or carers on their needs and strengths.

People who are contributing to the assessment will ask if they can share information with each other.

What information is shared?

Anyone who records information about your child should ask for consent to share this information with other agencies or services. Where the child or young person is of an appropriate age (usually over 12 years), they may be able to consent to this sharing of information. Where the child / young person is not of an age / understanding to give consent, permission will be asked from the parents / carers. Information is shared to prevent children and their families having to repeat the same information to each service / agency and to build up a complete picture of what is happening in the child's life.

The information that is shared will be 'core information' such as name, address and which other professionals are involved in the child / young person's care. It will also be assessment information which contributes to the whole picture of the child. You should be given a leaflet explaining the sharing of information. If you haven't seen this leaflet, ask for one from someone who is working with you.

