

Process of stepping down to TEH (Quick Guide)



Step 1. Discussions held between the allocated social worker, the family and existing professional network where it is decided that the family require a period of Targeted Early Help Support when children social care close their involvement. This will be identified in the families exit planning and consent will be gained from the family.

Step 2. A referral for Targeted Early Help Support is made via the Early Help Access Point.

Step 3. The Early Help Access Point will triage the referral and provide a decision on whether the support identified is right to meet the family's needs. If not, the social worker will be notified, and advice provided. Where the referral has been accepted, the social worker will be notified, and the family will be discussed at the Targeted Early Help Allocations meeting to allocate within the Targeted Early Help Service.

Step 4. The Social worker will invite the allocated Targeted Early Help worker to the final Child in Need meeting. Where this is not possible, a joint visit will be undertaken. The final plan of support will be discussed and agreed, and the updated Children and Families Assessment shared (with families consent).

Step 5. Where possible, attempts must be made to undertake a joint visit to facilitate the introduction of the new practitioner to the child and family and to support the ending of the relationship with the existing social worker. The Social worker will then close the Family on LCS, and the family will open on EHM