

Quick Guide to Somerset's Early Help Assessment (EHA) sections 1-9

When a child, young person or family is in need of support, it is important to identify the best way forward at the earliest opportunity. The Somerset Early Help Assessment (including the multi-agency request for involvement form) helps children, their family, and practitioners working with them to clearly record their current situation, strengths and needs, followed by a Team Around the Child (TAC) plan which will help the family to improve their lives. Please complete the form with the information you have – not all boxes need to be completed.

Sections 1-8 are for an assessment only; if following the completion of the assessment, you have identified that additional support is required from another early help service or a level 3/4 service (such as CAMHS, Youth Offending Team (YOT) or Children's Social Care (CSC), you will need to complete section 9.

This is the only form you can use to request support from these services. For more information about what services are included in the EHA process please visit the Children and young People's Services section on Professional Choices. <http://professionalchoices.org.uk/children-young-peoples-services/>

Assessment

Section 1 Child/young person's details.

Section 2 Information about you the requester.

Section 3 Consent for the assessment - this section **MUST** be completed. Complete the purple box for request for support from any service if you have consent.

Complete the red box for a level 4 safeguarding referral where you have assessed that to seek consent would place the child at risk. See page 7 of 'Effective Support for Children and Families in Somerset' for further information on consent.

<http://sscb.safeguardingsomerset.org.uk/effectivesupport-documents/>

Section 4 & 5 Information about the child/young person and family. Complete what you can, without duplication.

Section 6a List who you know is working with the family.

Section 6b Document the support the family have had from your service, and from other services that you are aware of. This is an important section to evidence previous support offered and its impact, on supporting the child and family.

[Type here]

Section 7 a-f Assessment. This section should contain the reason why you are completing the assessment and should give clear reasons of your concerns and the impact these concerns may/will have on the child/young person. Try to capture the child's voice, and consider what it is like being a child in this family.

Section 7 h – this box **MUST** be completed. Your assessment of the circumstances, in conjunction with the criteria in 'Effective Support for Children and Families in Somerset', and your professional opinion will determine the level of need. Early help is level 2 or 3, CAMHS, YOT or CSC are level 3 or 4, please check which level you assess the need to be.

Section 8 - Tick the relevant boxes.

Request for support

Section 9 – This is consent to make a request for support at any level of need, and needs to be completed in addition to section 3. If you are making a level 4 safeguarding request without consent, use the red box and ensure you have completed section 3.

Selection table – 'choose an item' by using drop down box to indicate which service you require to support your referral. The correct email address will pop up.

Saving and sending the EHA

Save completed documentation as a Word document. All EHAs must be emailed to the EHA coordinator at: EHACoordinator@somerset.gov.uk. In addition, you need to email the EHA to the service/s you have identified in section 9, using the email address that pops up for that service in the selection table – copy and paste this into your email.

For more information about EHAs, the 'Effective Support for Children and Families in Somerset' document, and other useful early help material, please visit <http://professionalchoices.org.uk/eha/>

[Type here]

Need Identified

Download an EHA form from Professional Choices (form name '**Early Help Assessment (EHA) Form**')
If the EHA is for a young person, who is Fraser Competent, and wants to consent to an EHA themselves, then please download the '**Young Person Led Early Help Assessment (EHA) Form**')

Is this a Safeguarding concern?

YES

NO

Is the child/young person at immediate risk of harm

Yes

Call **Somerset Direct 0300 123 2224** and share your concerns

No

Please complete the following sections; **1, 2, 3, 4, 5, 6a, 6b, 7a, 7h, 8**, and in **section 9** complete the **consent box**, then select **Children's Social Care Level 4 - SDInputters@somerset.gov.uk** in the drop-down box.

If you are still unsure if the level of need is level 4 and you are a Designated Safeguarding Lead you can call the **Children's Safeguarding Lead's Consultation Line 0300 123 3078**.

Please complete the following sections **1,2 3, 4, 5, 6a, 6b, 7a – i, 8**, and in **section 9** complete the **consent box**, then select what service you are requesting support from.

You will need to send the EHA to the service you are requesting support from as well as the EHA Coordinator at EHACoordinator@somerset.gov.uk

All service's contact information will populate underneath their names in Section 9.

For more support or advice with completing an EHA please contact the **Early Help Advice Line 01823 355803**.

Consent

Whilst it is best practice to obtain parental consent, if you have assessed that it would place the child[ren]/young person at risk of significant harm by sharing your concerns, you do not need to obtain consent when referring to Somerset Direct.

By Law, the Early Help Advice Hub and non-Children's Social Care requested agencies, are unable to store or share the EHA if **Section 3** and **Section 9** are not completed – **Section 3** consent highlights that the person with parental consent is allowing us to store the EHA.

Section 9 consent highlights that the person with parental consent is consenting to that EHA being shared with the requested agency/agencies.