INVOLVED BY RIGHT
ADVOCACY AT CHILD PROTECTION CONFERENCES (CPC’s)
in the Royal Borough of Kensington and Chelsea (RBKC)

REFERRAL & CONSENT PROTOCOL

- The service will be offered for initial and review CPC’s to children and young people seven years old and above.
- The child/young person and a parent/carer will be informed by social services that the advocacy service will be offered to the young person. Contact details of the advocacy service are given to them by social services so that the young person or parent/carer can make contact if they have any concerns or questions. The service is provided on the principle that a young person can give consent if they are of an age and understanding to be able to do that independently.
- Advocacy will be offered on the basis of the service’s capacity, with no other form of selection. Where advocacy is not offered this will be due to the necessary limitations of the CPC advocate’s hours, training and leave commitments.
- RBKC CPC co-ordinators will inform the advocate within one working day by email of any initial CPC where there is at least one child in the family aged as above. They will give reasonable notice of review CPC’s (monthly mailings).
- The advocate will contact the social worker in the first instance, to confirm that the family are aware the advocate will be making contact. The advocate will complete a basic referral form, including information about the child protection concerns, with the social worker.
- The advocate will ask the social worker if there are any concerns about risk. If there are none they will note this on the referral form. If there are concerns, the advocate will complete a risk assessment form.
- The advocate will attempt to speak to the young person and one parent/carer directly to inform them about advocacy. This is to ask if the young person would like to use/consider using the service, and gain permission from the young person to record information from social services about the concerns which have led to the conference using Barnardo’s electronic systems (Data Protection information).

If they are unable to speak to the young person prior to a visit to them, information about the concerns will initially only be kept in paper form, and shredded immediately if the service is refused. Having this information is necessary when meeting the young person as otherwise the advocate will be unable to provide essential information, and an effective service, to them.

The young people and where possible the parent/carer will be provided with Barnardo’s privacy notice leaflet.
- The advocate will arrange to meet the young person at home, school or another venue. There they will
(1) explain the advocacy service
(2) if the YP wishes to use the service, gain written consent – (a) to advocacy, (b) to data storage (DP consent)
(3) give the young person (a) a service leaflet (b) a copy of the advocacy agreement and (c) Barnardo’s privacy notice leaflet.

The advocate will work with and on the young person’s behalf before, during and after the CPC (see advocacy summary).

- If a CP Plan and CPC review date is made, the advocate will note the date. They will also receive a review CPC invitation from safeguarding admin. They will re-contact parent/s and young people prior to the CPC review, to note and offer further advocacy.
- Referrals can be made at any time by young people, family members, social workers, CPC chairs or other professionals (eg schools).

*September 2011
Revised January 2013
In consultation with Youth Advisory Board and RBKC Operational Group*