

EARLY HELP / MASH STEP UP PROCESSES

STEP UP FROM EARLY HELP HUB TO MASH

If the family are open to the Early Help Hub:

1. The Early Help Hub worker speaks to the Early Help Hub Coordinator / Manager. If it is agreed that threshold may have been reached the EH Co-ordinator / Manager contacts the MASH Consultant Social Worker / Team Manager in person to agree or discuss the case.
2. The Early Help Hub Manager will e mail Swindon MASH with the following information to step the family into MASH:

STEP UP FROM EHH TO MASH

Name of Child:

Childs Person Number:

Reason and EHH Intention:

What is working well?

What are you worried about?

What needs to change?

Complicating factors and impact on child:

3. The Early Help Hub will set a review for one week and keep open the Early Help Hub contact to ensure an outcome for the family.
4. In cases where Early Help Hub Manager and MASH Manager/consultant social worker cannot agree this will be escalated to the Service Managers for MASH and Early Help (or other Social Care Service Managers if either MASH or EH Service Managers are unavailable). If agreement is not reached the Assistant Director Children's Services will be asked to review the case.

An RF1 is **not** required for a step up from Early Help Hub

STEP UPS FROM SWINDON BOROUGH COUNCIL EARLY HELP TO MASH

If the family is open to any Swindon Borough Council Early Help Services (these include Family Service, Youth Engagement Worker (YEW), Family Nurse Partnership, TAMHS, Education Welfare, and Education Psychology):

1. The practitioner speaks with their line manager or another manager if their line manager is not available to agree that a RF1 should be submitted.
2. Once the Early Help manager has agreed threshold is met, the manager will record the decision and rationale to support the agreement. The RF1 is completed. This is then sent securely to Swindonmash@swindon.gov.uk
3. If there is an s.47 concern the service must contact MASH by phone to make them aware of an urgent referral.

An RF1 **is** required for a step up from SBC Early Help Services

Following receipt of the RF1, MASH will then upload any discussions/emails as a linked document to reflect accountability and further actions