Children’s Partnership Services in South Lanarkshire
Staff Handbook June 2019
Children, young people and their families will be safeguarded and supported to reach their full potential and thrive within their communities.
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1. Introduction

Over recent years the focus of children’s services in Scotland has moved toward prevention, early intervention and greater integration of services. The Early Years Framework and the United Nations Convention on the Rights of the Child (UNCRC) complement Getting It Right For Every Child (GIRFEC) which provides the context for a common approach around supporting the wellbeing of children and young people.

The introduction of the Children and Young People (Scotland) Act 2014 further strengthened the rights of children and young people in Scotland, created new systems to help identify problems at an early stage and placed children and young people at the heart of the way services are planned and delivered.

Alongside legislation and guidance sit regulatory bodies such as the Care Inspectorate (CI), Health Improvement Scotland (HIS) and Her Majesty’s Inspectorate of Constabulary in Scotland (HMICS). The CI have developed a quality improvement framework to support self-evaluation of services for children and young people in need of care and protection and is designed to lead to improvement in services.

In South Lanarkshire, our Children’s Services Workforce spans different organisations and agencies, from statutory services like Health, Education and Social Work, to over 250 Third Sector organisations. The one thing we have in common is our commitment to children, young people and their families.

The aim of this handbook is to provide you with a wider context on how children’s services are delivered. This includes the governance structure and how this fits into the overall picture of planning for services in South Lanarkshire and specifically, the areas for improvement identified through the children’s services plan. The handbook also provides key overviews in areas of children’s rights, information sharing, mental health and the work of the third sector. There are links within the document that allow for fuller access to background information.

We hope you find the handbook a useful addition to understanding how your role fits into the bigger picture.
2. Care Inspectorate – Quality Improvement Framework Self-Evaluation

The Care Inspectorate published its new quality assurance framework - A quality framework for children and young people in need of care and protection for the new round of inspections which commenced in the autumn of 2018. This narrows the scope of scrutiny, placing a greater focus on child protection, looked after children and corporate parenting.

The new framework continues to promote self-evaluation as a means of understanding how well Community Planning Partnerships are working together to improve services. It is important as a partnership that we scrutinise and reflect on practice, recognise the importance of joint working and identify gaps to achieving excellence. Above all, we must listen to those in receipt of services to understand their experience to identify the best ways to improve our services.

The Care Inspectorate has identified five key questions they will seek reassurance on when undertaking an inspection:

1. How good is the partnership at recognising and responding when children and young people need protection?
2. How good is the partnership at helping children and young people who have experienced abuse and neglect stay healthy and well and recover from their experiences?
3. How good is the partnership at maintaining the wellbeing of children and young people who are looked after?
4. How good is the partnership at enabling care experienced young people to succeed in their transition to adulthood?
5. How good is collaborative leadership?

"The introduction of the Children and Young People (Scotland) Act 2014 further strengthened the rights of children and young people in Scotland"
3. United Nations Convention on the Rights of the Child – the right to be myself...

Human rights are the basic rights and freedoms to which we are all entitled in order to live with dignity, equality and fairness, and to develop and reach our potential.

Human rights are:

- universal
- inalienable (not taken/given away)
- indivisible
- interdependent (loss of one impacts all)

Everyone, including children, have these rights, no matter what their circumstances. Under international law, States/Governments are obliged to respect, protect and fulfil human rights.

There are nine core international human rights instruments or treaties, including the UN Convention on the Rights of the Child (UNCRC). The UN Committee on the Rights of the Child monitors the implementation of the UNCRC.

There are four general principles of the UNCRC:

- apply rights without discrimination (Article 2)
- best interests of the child to be a primary consideration (Article 3)
- right to life, survival and development (Article 6)
- right to express a view and have that view taken into account (Article 12)
Article 5 of the UNCRC introduces the concept of a child’s ‘evolving capacities’ as they grow older, to exercise rights on their own behalf.

The Children and Young People (Scotland) Act 2014 places in statute key elements of Getting It Right for Every Child (GIRFEC). GIRFEC, Scotland’s national approach to improving the wellbeing of children was built up from the UNCRC. Amongst its most important principles are:

- putting the best interests of the child at the heart of decision making
- taking a holistic approach to the wellbeing of a child.

The 2014 Act is an example of ‘rights-based’ legislation and is considered a milestone for children’s rights in Scotland. Under Section 1(1) our Ministers have a duty to:

- give better or further effect to the requirements of the UNCRC
- take account of the relevant views of children of which they are aware
- promote public awareness and understanding of the rights of children.

Under Article 12 of the UNCRC, every child has the right to be heard in matters affecting them and to participate in the life of their family, community and society. The Children and Young People (Scotland) Act 2014 embeds this child’s right in primary legislation and the South Lanarkshire partnership is required to report on how it fulfils this article. It is important therefore, that our practice reflects our commitment to children’s rights as outlined in the UNCRC.

UN Convention on the Rights of the Child

In Child Friendly Language on page 8 and 9...
"Rights" are things every child should have or be able to do. All children have the same rights. These rights are listed in the UN Convention on the Rights of the Child. Almost every country has agreed to these rights. All the rights are connected to each other, and all are equally important. Sometimes, we have to think about rights in terms of what is the best for children in a situation, and what is critical to life and protection from harm.

As you grow, you have more responsibility to make choices and exercise your rights.

Article 1
Everyone under 18 has these rights.

Article 2
All children have these rights, no matter who they are, where they live, what their parents do, what language they speak, what their religion is, whether they are a boy or girl, what their culture is, whether they have a disability, whether they are rich or poor. No child should be treated unfairly on any basis.

Article 3
All adults should do what is best for you. When adults make decisions, they should think about how their decisions will affect children.

Article 4
The government has a responsibility to make sure your rights are protected. They must help your family to protect your rights and create an environment where you can grow and reach your potential.

Article 5
Your family has the responsibility to help you learn to exercise your rights, and to ensure that your rights are protected.

Article 6
You have the right to be alive.

Article 7
You have the right to a name, and this should be officially recognised by the government. You have the right to a nationality (to belong to a country).

Article 8
You have the right to an identity – an official record of who you are. No one should take this away from you.

Article 9
You have the right to live with your parent(s), unless it is bad for you. You have the right to live with a family who cares for you.

Article 10
If you live in a different country than your parents do, you have the right to be together in the same place.

Article 11
You have the right to be protected from kidnapping.

Article 12
You have the right to give your opinion, and for adults to listen and take it seriously.

Article 13
You have the right to find out things and share what you think with others, by talking, drawing, writing or in any other way unless it harms or offends other people.

Article 14
You have the right to choose your own religion and beliefs. Your parents should help you decide what is right and wrong, and what is best for you.

Article 15
You have the right to choose your own friends and join or set up groups, as long as it isn’t harmful to others.

Article 16
You have the right to privacy.

Article 17
You have the right to get information that is important to your wellbeing, from radio, newspaper, books, computers and other sources. Adults should make sure that the information you are getting is not harmful, and help you find and understand the information you need.

Article 18
You have the right to be raised by your parent(s) if possible.

Article 19
You have the right to be protected from being hurt and mistreated, in body or mind.
Article 20
You have the right to special care and help if you cannot live with your parents.

Article 21
You have the right to care and protection if you are adopted or in foster care.

Article 22
You have the right to special protection and help if you are a refugee (if you have been forced to leave your home and live in another country), as well as all the rights in this Convention.

Article 23
You have the right to special education and care if you have a disability, as well as all the rights in this Convention.

Article 24
You have the right to the best health care possible, safe water to drink, nutritious food, a clean and safe environment, and information to help you stay well.

Article 25
If you live in care or in other situations away from home, you have the right to have these living arrangements looked at regularly to see if they are the most appropriate.

Article 26
You have the right to help from the government if you are poor or in need.

Article 27
You have the right to food, clothing, a safe place to live and to have your basic needs met. You should not be disadvantaged so that you can’t do many of the things other kids can do.

Article 28
You have the right to a good quality education. You should be encouraged to go to school to the highest level you can.

Article 29
Your education should help you use and develop your talents and abilities. It should also help you learn to live peacefully, protect the environment and respect other people.

Article 30
You have the right to practice your own culture, language and religion – or any you choose. Minority and indigenous groups need special protection of this right.

Article 31
You have the right to play and rest.

Article 32
You have the right to protection from work that harms you, and is bad for your health and education. If you work, you have the right to be safe and paid fairly.

Article 33
You have the right to protection from harmful drugs and from the drug trade.

Article 34
You have the right to be free from sexual abuse.

Article 35
No one is allowed to kidnap or sell you.

Article 36
You have the right to protection from any kind of exploitation (being taken advantage of).

Article 37
No one is allowed to punish you in a cruel or harmful way.

Article 38
You have the right to protection and freedom from war. Children under 15 cannot be forced to go into the army or take part in war.

Article 39
You have the right to help if you’ve been hurt, neglected or badly treated.

Article 40
You have the right to legal help and fair treatment in the justice system that respects your rights.

Article 41
If the laws of your country provide better protection of your rights than the articles in this Convention, those laws should apply.

Article 42
You have the right to know your rights! Adults should know about these rights and help you learn about them, too.

Articles 43 to 54
These articles explain how governments and international organizations like UNICEF will work to ensure children are protected with their rights.
4. The Children’s Services Plan 2017-20

Working together: making a difference

This integrated Children’s Service Plan was developed by the Partnership and included consultation events across the staff groups in South Lanarkshire.

Central to the plan and our partnership is our commitment to three high level outcomes:

• **Prevention and early support:** Children have the best start in life and are supported to realise their potential.

• **Health and wellbeing:** The health and wellbeing of children, young people and families is improved.

• **Supporting vulnerable groups and keeping children safe:** The life chances of our most vulnerable children with additional support needs and our most vulnerable young people are improved.

**In working towards these outcomes we seek to maximise the strong partnership arrangements already in place. We are committed to working together to get it right for every child, young person and family in South Lanarkshire and the wellbeing indicators - Safe, Healthy, Achieving, Nurtured, Active, Respected, Responsible and Included - are key drivers for our planning processes.**

Our plan is set out with a view to achieving the following aims;

That “children’s services” in South Lanarkshire are provided in the way which –

• best safeguards, supports and promotes the wellbeing of children in South Lanarkshire,

• ensures that any action to meet needs is taken at the earliest appropriate time and that, where appropriate, action is taken to prevent needs arising,

• is most integrated from the point of view of recipients, and

• constitutes the best use of available resources

The above aims are about supporting effective GIRFEC practice for individual children and young people. While we will seek to get it right for every child and young person in South Lanarkshire and to work towards the best possible outcomes for all our children, we acknowledge that we require to target our resources at those in greatest need.

Our plan also takes account of the cross-cutting themes of tackling poverty and inequalities endorsed by South Lanarkshire’s Community Plan and meaningful participation and engagement of children, young people and families as an integral part our neighbourhood planning processes.

“We are committed to working together to get it right for every child, young person and family in South Lanarkshire”
The table below illustrates how our various areas of activity sit within the Children’s Services Plan and the three high level outcomes.

<table>
<thead>
<tr>
<th>Prevention and early support:</th>
<th>Health and Wellbeing:</th>
<th>Supporting vulnerable groups and keeping children safe:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Children have the best start in life and are supported to realise their potential.</td>
<td>The health and wellbeing of children, young people and families is improved.</td>
<td>The life chances of our most vulnerable children and young people are improved.</td>
</tr>
<tr>
<td>Children's exposure to second hand smoke in pregnancy and early childhood is reduced</td>
<td>Emotional and behavioural concerns in early years is reduced</td>
<td>Employability of care experienced young people is improved</td>
</tr>
<tr>
<td>The number of children living in low income households is reduced</td>
<td>More children and young people are a healthy weight</td>
<td>Attainment for care experienced children and young people is improved</td>
</tr>
<tr>
<td>Speech, language and communication in early years is improved</td>
<td>Health and wellbeing of care experienced children and young people is improved</td>
<td>Attendance at school for care experienced children and young people is improved</td>
</tr>
<tr>
<td>School attendance of children and young people in the most deprived communities is improved</td>
<td>Emotional wellbeing of children and young people is improved</td>
<td>The rate of repeat referrals to the Scottish Children’s Reporter Administration (SCRA) is reduced</td>
</tr>
<tr>
<td>Attainment of children and young people in the most deprived communities is improved</td>
<td>Substance misuse by young people is reduced</td>
<td>Support to children and families affected by homelessness is improved</td>
</tr>
<tr>
<td>Employability of young people within the most deprived communities is improved</td>
<td>Teenage pregnancies in under 16’s is reduced</td>
<td>Support to children and families affected by domestic abuse is improved</td>
</tr>
<tr>
<td>Support to children and young people affected by parental substance misuse is improved</td>
<td>Support to young carers is improved</td>
<td>Support to children and young people with additional support needs is improved</td>
</tr>
</tbody>
</table>
5. South Lanarkshire Children’s Services Partnership Governance Structure

- Community Planning Partnership
- Public Protection Chief Officer Group
- Continuous Improvement Group
- Child Protection Committee
- Quality Assurance
- Connectivity to Localities
  - Hamilton, Blantyre and Larkhall
  - Clydesdale
  - East Kilbride and Strathaven
  - Cambuslang and Rutherglen

Thematic Sub Groups
- Youth Justice
- Substance Misuse
- Corporate Parenting
- Prevention and Early Intervention
- Data and Planning

Getting it Right for South Lanarkshire’s Children’s Partnership Board
- Getting it Right for South Lanarkshire’s Children’s Strategy Group
Community Planning Partnership

Community Planning brings together local agencies and organisations from the public, private and voluntary sector.

Partners work with each other and local communities to deliver better public services. The vision for Community Planning in South Lanarkshire is:

“To improve the quality of life for all in South Lanarkshire by ensuring equal access to opportunities and to services that meet people’s needs”.

As a partnership we work together to strengthen our planning and investment in services, effectively targeting our most vulnerable children and families. This provides the opportunity for effective planning to deliver on our commitments in South Lanarkshire’s Community Plan. The CPP Board provides strategic leadership and oversees partnership activity to support the delivery of its agreed vision and outcomes, as set out in the Community Plan for South Lanarkshire.

Membership of the South Lanarkshire CPP Board includes:

- South Lanarkshire Council
- Scottish Enterprise
- Police Scotland
- Scottish Fire and Rescue
- NHS Lanarkshire
- Strathclyde Partnership for Transport
- South Lanarkshire Youth Council
- Chamber of Commerce
- Community and Voluntary Sectors (VASLan)
Getting it Right for South Lanarkshire’s Children (GIRSLC) Partnership Board

The Getting it Right for South Lanarkshire Children Partnership Board is made up of Councillors, Directors of council resources and representatives from NHS Lanarkshire, the Health and Social Care Partnership, the Child Protection Committee, Voluntary Action South Lanarkshire, Who Cares? Scotland, Scottish Children’s Reporter Administration, Skills Development Scotland and Police Scotland.

The Partnership’s vision for children and families in South Lanarkshire is that Children, young people and families will be safeguarded and supported to reach their full potential and thrive within their communities.

This vision is underpinned by the commitment to:

- Tackle inequality, discrimination and poverty
- Promote early support and prevention across all age groups
- Focus on those areas where working together will make the biggest impact on children, young people and families
- Ensure a multi-agency approach to continuous improvement
- Implement a workforce development strategy that builds the competence and confidence of our staff
- Ensure meaningful participation and engagement of children, young people and families

The Partnership Board agree the priorities for children’s services and monitors the progress of the actions and outcomes set out in the statutory Children’s Service Plan and the Performance Improvement Plan. They maintain the overview of the use and impact of funding from Scottish Government to achieve the Plan.

The Partnership Board also oversee the implementation of the Children’s Scotland Act 2014 services and the activity of the partnership in its widest sense.
The Getting it Right for South Lanarkshire’s Children Strategy Group provides leadership and strategic direction for delivery of the Partnership’s services, providing an overview of all service activity in South Lanarkshire relating to the wellbeing of children.

The Strategy Group undertakes strategic needs assessment activities to identify the priorities for improvement. It oversees the development of the Children’s Services Plan and directs, monitors and evaluates its implementation. The Strategy Group ensures that our duties in the provision of services to children, young people and families are fulfilled, with a specific focus on those of the Children and Young People (Scotland) Act 2014.

The Strategy Group also promotes awareness of our Partnership approach and reports on the progress made to all key stakeholders (elected members, public, workforce, partner agencies, children and young people).

Continuous Improvement Group (CIG)

In South Lanarkshire, we have a Children’s Services – Continuous Improvement Group (CIG) with representation from the Child Protection Committee, Scottish Children’s Reporters Administration, Police Scotland, SLC Housing and Technical Resources, Social Work Resources, Health and Social Care Partnership, VASLan, Education Resources and Psychological Services.

The CIG undertakes self-evaluation activity across the partnership based on the quality indicators within the framework, asking ourselves: How good are we now; How do we know and; What do we plan to do next.

The CIG is keen to hear from the workforce at planned locality events across children’s services about the work that is undertaken at a local level which evidences the difference that is being made to the lives of children, young people and families.

Data and Planning Group

The Data and Planning group monitor and report to the Continuous Improvement Group on the progress of the targets set out in the Children’s Service Plan and Community Plan.

Information from the group allows the Partnership to make essential planning decisions based on robust analysis of the data. The group contributes toward the self-evaluation and improvement activity carried out by the CIG and the wider partnership by providing information which contributes to the setting monitoring and evaluation of challenging targets for improving outcomes.

The Data and Planning group have established reporting systems and streamlined data collection enabling trends to be identified and reported. The development of a dashboard of indicators further improves the monitoring of key data.
In 2016, the Scottish Government announced it would be undertaking a review of Child Protection in Scotland.

The **Child Protection Improvement Programme Report** published in 2017 sets out 35 actions to enhance child protection including:

- children’s hearings
- leadership and workforce development
- inspections of children’s services
- neglect; data and evidence
- child sexual exploitation
- child internet safety
- trafficking

The associated Systems Review Report published at the same time **Protecting Scotland’s Children and Young People - It’s Still Everyone’s Job** made 12 recommendations, covering:

- Initial and Significant Case Reviews
- the role of Child Protection Committees
- the Child Protection Register
- matters of leadership, governance and accountability

The role of the South Lanarkshire Child Protection Committee (SLCPC) is to ensure we implement the changes as they occur.

**Get Involved** – You can contact the Lead Offcer Child Protection for more information or if you would like to take part in developing some of the changes locally. You can also find out more about the work of SLCPC and what’s on offer from our Learning and Development Programme here: [www.childprotectionsouthlanarkshire.org.uk/](http://www.childprotectionsouthlanarkshire.org.uk/)
Youth Justice Sub Group

The Youth Justice group monitors progress and reports to the Children’s Services Strategy Group on the progress and impact of service delivery for young people involved in, or at risk of, becoming involved in offending behaviour.

The group is responsible for implementing the goals of the Whole System Approach Youth Justice Strategy 2017 – 2022 which contains 4 core commitments.

1. Services for Children and Young People involved in offending will be timely and effective to minimise the number of children involved in the Criminal Justice System and Children’s Hearing System (on offence grounds).

2. Assessing and managing risk and complexity for the small number of young people posing the greatest risk to themselves and others will be robust, partnership based and effective.

3. Whole Systems Approaches to Youth Justice will be integrated and sustained as part of community planning.

4. Whole Systems Approach improvement practice will be aligned with the implementation of the 2014 Act

Substance Misuse Sub Group

The Substance Misuse Group identifies areas for improvement that are aligned to the South Lanarkshire Alcohol and Drug Partnership Strategy (undergoing refresh) and monitors and reports to the Strategy Group on progress relating to areas for improvement.

It coordinates and retains an overview of Child and Family substance misuse services in South Lanarkshire and promotes a collaborative approach to tackling substance misuse issues associated with:

- Early Years
- Children, Young People and Families affected by Substance Misuse
- Children and Young People misusing substances
- Workforce development

The Substance Misuse sub group also puts forward the Alcohol and Drugs Partnership recommendations for the allocation of funding according to key priority areas identified by the partnership and contributes to the commission process for services affecting children, YP and families affected by drugs and alcohol.
Corporate Parenting Sub Group

The Corporate Parenting sub group produces and oversees the Corporate Parenting Strategy and Action Plan, monitoring and reporting to the Strategy group and Scottish Government as required.

The group aims to highlight good practice within and across agencies and to minimise or remove obstacles to the implementation of the plan. The views of care experienced children and young people are included in planning and to developing greater awareness in relation to Corporate Parenting duties and responsibilities.

*The Children and Young People (Scotland) Act 2014 defines corporate parenting as “the formal and local partnerships between all services responsible for working together to meet the needs of looked after children, young people and care leavers”.*

The Act introduced new duties and responsibilities for the 24 public bodies defined as corporate parents. All local authorities, NHS Scotland Health Boards, National Special Health Boards as well as all colleges and universities in Scotland are corporate parents.

A corporate parent is an organisation or person in power who has special responsibilities to care-experienced and looked after children and young people. Overall, they have a responsibility to promote the wellbeing of care experienced people. Care experienced includes:

- those in residential care
- those in foster care
- those in kinship care, who live with a family member other than a parent
- those who are looked after at home

To fulfil their responsibilities corporate parents must understand the lives of Scotland’s looked after young people and care leavers and respond to their needs as any parent should. They may not be able to provide everything a loving parent can, but they should still be able to provide the children and young people they are responsible for with the best possible support and care.

It is important to remember that Corporate Parenting duties are not tasks which can be delegated to just one individual or team, they are the responsibility of the whole organisation, and staff at all levels and across all departments. The concept is intended to encourage you, to do as much as you can to make sure children and young people feel in control of their lives and able to overcome the barriers they face.

“The views of care experienced children and young people are included in planning and to developing greater awareness in relation to Corporate Parenting duties and responsibilities.”
In South Lanarkshire the first Corporate Parenting Strategy and Action Plan 2016 – 2018 was concluded with the publication of the second Annual Report in 2018. The Annual Report provides an overview of success achieved against the six core commitments of the plan.

The Corporate Parenting Strategy and Action Plan 2018 – 2020 identifies the four core commitments that South Lanarkshire Corporate Parents will work towards throughout the term of the plan:

1. **Provide a range of opportunities to listen and respond to the voices of children and families/carers.**
2. **Sustain children and their families within their communities.**
3. **Promote and support the health and wellbeing needs.**
4. **[Ensure] young people’s rights to Continuing Care and Aftercare will be respected and protected.**

To fulfil their responsibilities corporate parents must understand the lives of Scotland’s looked after young people and care leavers and respond to their needs as any parent should.
Prevention and Early Intervention Sub Group

The prevention and early intervention sub group oversees the improvement activity on outcomes relating to prevention and early intervention actions for children and young people.

It makes use of the information available from the data and planning group and promotes the use of the model for improvement to address key priorities. The group oversees the action plan in relation to the prevention and early interventions actions in the Children’s Service Plan and ensures all actions contribute towards reducing inequalities.

Quality Improvement approaches have been embedded into children’s services planning as part of the Children’s and Young People’s Improvement Collaborative in efforts to improve practice, reduce inequalities and improve children’s health and wellbeing.

We are committed to using the 3 Step Improvement Framework for Scotland’s Public Services to achieve transformational change.

This will be achieved by building capacity and capability of leaders and practitioners to understand the change method for improvement within their services and practice.

The quality improvement approach uses a deliberate and defined improvement process, of Plan Do Study Act. (PDSA) uses data to monitor measurable improvements in the efficiency, effectiveness, outcomes, and other indicators of quality in services or processes which achieve equity and improve the health and wellbeing of children and young people and families.
6. Voluntary Sector

Across South Lanarkshire, the Voluntary Sector plays a significant role in the delivery of services to Children.

This ranges from child care and out of school care, the provision of sport and leisure activities, to support and interventions around condition specific need.

The level of services provided is wide ranging with over 250 organisations delivering 360 services across South Lanarkshire.

Voluntary Action South Lanarkshire (VASLan), as South Lanarkshire’s Third Sector Interface, maintains a detailed database of service information and contact details for these organisations which can be accessed through the Locator tool.

Locator is a public portal that enables anyone to search, find and connect with third sector organisations operating within South Lanarkshire. [www.locator.org.uk](http://www.locator.org.uk).

The Third Sector Interface works directly with providers to ensure they are aware of key processes in areas such as Child Protection, PVG and GIRFEC.

**Community Based Services for Children**

<table>
<thead>
<tr>
<th>Age Ranges</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>0 – 5 years</td>
<td>51%</td>
</tr>
<tr>
<td>5 – 11 years</td>
<td>24%</td>
</tr>
<tr>
<td>11 – 18 years</td>
<td>25%</td>
</tr>
</tbody>
</table>

Contact details

Phone: 01698 300390
E-mail: office@vaslan.org.uk
Web: www.vaslan.org.uk
www.locator.org.uk

Social Media

@VA_SLAN
www.facebook.com/vasouthlanarkshire
7. Information Sharing

We recognise that information sharing can be perceived to be a complex area. However we encourage you to always follow these 7 golden rules.

Further information is available in useful documents.

1. Remember that the General Data Protection Regulation (GDPR), Data Protection Act 2018 and human rights law are not barriers to justified information sharing, but provide a framework to ensure that personal information about living individuals is shared appropriately.

2. Be open and honest with the individual (and/or their family where appropriate) from the outset about why, what, how and with whom information will, or could be shared, and seek their agreement, unless it is unsafe or inappropriate to do so.

3. Seek advice from other practitioners, or your information governance lead, if you are in any doubt about sharing the information concerned, without disclosing the identity of the individual where possible.

4. You may share information without consent if, in your judgement, there is a lawful basis to do so, such as where safety may be at risk. You will need to base your judgement on the facts of the case. When you are sharing or requesting personal information from someone, be clear of the basis upon which you are doing so. Where you do not have consent, be mindful that an individual might not expect information to be shared. Remember Consent should only be used as a condition of sharing when no other condition is available.

5. Consider safety and wellbeing: base your information sharing decisions on considerations of the safety and wellbeing of the individual and others who may be affected by their actions.

6. Necessary, proportionate, relevant, adequate, accurate, timely and secure: ensure that the information you share is necessary for the purpose for which you are sharing it, is shared only with those individuals who need to have it, is accurate and up-to-date, is shared in a timely fashion, and is shared securely.

7. Keep a record of your decision and the reasons for it – whether it is to share information or not. If you decide to share, then record what you have shared, with whom and for what purpose.

Government Guidance – Information Sharing: advice for practitioners providing safeguarding services
Published 26 March 2015
Last updated 4 July 2018
8. Mental Health

Mental Health is conceived as a continuum from shorter term issues to more serious, longer term mental health difficulties which can impact on an individual reaching their potential. Individual mental health fluctuates on the continuum depending on internal and external factors.

The Partner agencies within Lanarkshire are committed to providing services to support children, young people, their families, and agencies working with young people to gain quick access to the most appropriate help.

In the first instance, where a child or young person presents with an emotional wellbeing concern, appropriate support from the family, the local community and Education Pupil Support services should be considered as the least intrusive option. Schools also play an important role in staged intervention where additional support is required, including linking with Educational Psychologists. Additional help is available from GPs, and social work services. In some instances emergency services may be required.

The Children and Young People’s Mental Health Support Pathway (Practitioner Guidance) provides a comprehensive guide to the resources available in South Lanarkshire.

For further information www.handsonscotland.co.uk is useful in offering practical advice which can be implemented before seeking more formal support. Information on mental health and local mental health services can be found online using www.elament.org.uk.

There are a number of new initiatives including distress brief intervention being introduced by the Scottish Government under the ‘overcoming distress’ agenda. The Elament website will provide you with up to date information as things develop.

9. Gender-Based Violence

Domestic abuse is a pattern of coercive control which can include emotional, sexual, psychological, financial and physical abuse. It affects 1 in 4 women over the course of their lives. Domestic abuse can be perpetrated by partners or ex-partners.

Domestic abuse is not just a women’s issue. It is recognised the vast majority of victims are women and children and that the vast majority of men are not abusive. Domestic abuse is not caused by stress, unemployment, poverty, alcohol, mental illness, or by those who experience domestic abuse. It is important to understand that men and boys can also be subjected to abuse; most often by other men, but sometimes also by women. Domestic abuse can also occur in same sex relationships.

If you need help contact www.womensaid.org.uk

South Lanarkshire’s Gender-Based Violence Partnership is a strategic partnership for tackling Gender-Based Violence. The partnership brings together key universal and specialist agencies working within the field of Gender-Based Violence within South Lanarkshire. Representatives from each agency meet on a quarterly basis. The partnership aims to;

• raise awareness of gender-based violence,
• consider service developments to improve good practice and outcomes,
• promote the development of skills and knowledge within the workforce
• and improve partnership working and communication between organisations.

## 10. Links to Key Documents and Resources for Children’s Services

<table>
<thead>
<tr>
<th>Document Description</th>
<th>Link</th>
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<tbody>
<tr>
<td>Child Protection Procedures</td>
<td><a href="intranet.southlanarkshire.gov.uk/downloads/file/4127/south_lanarkshire_council_child_protection_procedures">intranet.southlanarkshire.gov.uk/downloads/file/4127/south_lanarkshire_council_child_protection_procedures</a> [South Lanarkshire Council Intranet link - internal only]</td>
</tr>
<tr>
<td><strong>Continuous Improvement Framework and Practitioner Guidance</strong></td>
<td><a href="http://www.southlanarkshire.gov.uk/downloads/file/10129/continuous_improvement_framework_and_practitioner_guidance">www.southlanarkshire.gov.uk/downloads/file/10129/continuous_improvement_framework_and_practitioner_guidance</a></td>
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<td>---------------------------------------------------------------</td>
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<tr>
<td><strong>Elament</strong></td>
<td><a href="http://www.elament.org.uk">www.elament.org.uk</a></td>
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<tr>
<td><strong>Gender Based Violence Partnership</strong></td>
<td><a href="http://www.southlanarkshire.gov.uk/downloads/file/9089/lanarkshire_good_practice_guidance_on_domestic_abuse_and_the_protection_of_children">www.southlanarkshire.gov.uk/downloads/file/9089/lanarkshire_good_practice_guidance_on_domestic_abuse_and_the_protection_of_children</a></td>
</tr>
<tr>
<td><strong>Getting it right for children and families affected by parental alcohol and drug misuse</strong></td>
<td><a href="http://www.childprotectionsouthlanarkshire.org.uk/downloads/file/314/getting_it_right_for_children_and_families_affected_by_parental_alcohol_and_drug_use_in_lanarkshire">www.childprotectionsouthlanarkshire.org.uk/downloads/file/314/getting_it_right_for_children_and_families_affected_by_parental_alcohol_and_drug_use_in_lanarkshire</a></td>
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<tr>
<td><strong>GIRFEC Practice Guide</strong></td>
<td><a href="http://www.girfecinlanarkshire.co.uk/">www.girfecinlanarkshire.co.uk/</a></td>
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<tr>
<td><strong>GIRFEC Toolkit</strong></td>
<td><a href="http://www.girfecinlanarkshire.co.uk/resources/">www.girfecinlanarkshire.co.uk/resources/</a></td>
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<tr>
<td><strong>Hands on Scotland</strong></td>
<td><a href="http://www.handsonscotland.co.uk">www.handsonscotland.co.uk</a></td>
</tr>
<tr>
<td><strong>Information Sharing Guidance for South Lanarkshire’s Children’s Services</strong></td>
<td>intranet.southlanarkshire.gov.uk/downloads/file/6515/information_sharing_guidance_for_south_lanarkshires_childrens_services [South Lanarkshire Council Intranet link - internal only]</td>
</tr>
<tr>
<td><strong>Lanarkshire Multi-Agency Guidance for working with non-engaging families</strong></td>
<td><a href="http://www.childprotectionsouthlanarkshire.org.uk/downloads/file/14/lanarkshire_multi-agency_guidance_for_working_with_non-engaging_families">www.childprotectionsouthlanarkshire.org.uk/downloads/file/14/lanarkshire_multi-agency_guidance_for_working_with_non-engaging_families</a></td>
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<td>Protecting Scotland’s Children and Young People – It’s Still Everyone’s Job</td>
<td><a href="www.childprotectionsouthlanarkshire.org.uk/">www.childprotectionsouthlanarkshire.org.uk/</a></td>
</tr>
<tr>
<td>South Lanarkshire CPC and APC Joint Multi-Agency Transitions Guidance and Escalation Process for High Risk or Complex Cases in South Lanarkshire</td>
<td><a href="intranet.southlanarkshire.gov.uk/downloads/file/5789/south_lanarkshire_child_and_adult_protection_committees_joint_multi-agency_transitions_guidance_and_escalation_process_for_high_risk_or_complex_cases_in_south_lanarkshire">intranet.southlanarkshire.gov.uk/downloads/file/5789/south_lanarkshire_child_and_adult_protection_committees_joint_multi-agency_transitions_guidance_and_escalation_process_for_high_risk_or_complex_cases_in_south_lanarkshire</a></td>
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</tbody>
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In South Lanarkshire, our Children’s Services Workforce spans different organisations and agencies, from statutory services like Health, Education and Social Work, to over 250 Third Sector organisations. The one thing we have in common is our commitment to children, young people and their families.
If you need this information in another language or format, please contact us to discuss how we can best meet your needs.

Phone: 0303 123 1015 Email: equalities@southlanarkshire.gov.uk

www.southlanarkshire.gov.uk