

# Children's Advice and Duty Service- CADS

Before contacting CADS, please answer the following questions and follow the advice provided:

Can you evidence that the child is experiencing or likely to suffer significant harm?

YES

Do you have the consent of the parents/young person to make contact with CADS or have you informed them of your intention to do so?

Inform the parents and/or gain their consent for you to make this contact unless doing so would put the child at risk

Gather all the family's details including dates of birth, current address, current and working contact details and family composition, along with the history and current worries.

**Call CADS on the professionals only phone line. Have a discussion with a Consultant Social Worker. A copy of the discussion will be securely emailed or posted to you. Follow the advice given by the Consultant social worker.**

Keep a record for your own agency's safeguarding recording process

NO

Have you discussed the child's needs with your agency safeguarding lead or your line manager?

Discuss the child with your agency safeguarding lead or line manager if available and follow their advice when providing support to the family

Have you considered setting up an FSP or Have you carried out an Early Help assessment and/or Early Help Plan with the child and their family?

Speak to the parents and the child about your worries and discuss with them how your agency can help and support the children and family. You could carry out an FSP, an Early Help Assessment or seek Early Help support. Follow the Early Help guidance on the NSCB website to support you in this process.

Where you have carried out an Early Help Assessment and Plan which has been reviewed and amended as required - and the child's needs are not being met or in fact have increased, gather the information requested in this form and then contact CADS.