

Early Help assessment form guidance

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The Early Help Assessment (EHA) form is based on the assessment triangle and the ‘think family’ research and as such incorporates factors which are known to increase a family’s vulnerability – these indicators are in **bold** on the assessment and should be treated as ‘compulsory’ questions, although engagement by families is voluntary.

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1. Information on child, young person, or unborn

If a child is not yet born it should be recorded as 'Unborn' and the EDD (Estimated Date of Delivery) should be requested.

The immigration status needs to be completed as resources are limited for families with 'No recourse to public funds'.

2. Details of parents/carers

Parents or Carers must be recorded even if they do not live at the same address as the child/young person.

Parental responsibility is a compulsory 'question' and should be completed in all cases.

3. Services working with this infant, child or young person

Under the previous services heading include all education settings the child/young person has attended in the past and any other services that have been involved with the child/young person or family.

4. Details of person(s) undertaking assessment

As the assessor be specific about your employer for example 'Cambridge Health Support Services' not just 'Health'.

The type of setting should be specific, for example a school nurse should name the school.

5. Assessment information

People present that are not professionals should have their role described in relation to the named child/young person, for example 'Aunt', or 'Mother's partner'.

Why the child/young person is being assessed should be very brief and identify the key presenting factors that are causing concern.

6. Current family and home situation

Be as thorough as possible and ensure non-related adults, children, and young people are included where appropriate.

7. Development of unborn baby, child, or young person

Learning

- Is the child/young person's attendance of any concern?
- Is the child/young person taking part or getting involved a lot or a little?
- Is the child/young person achieving at an average, or above, or below level for his/her age?
- What is the child/young person's attitude to learning – keen or disinterested; does the child/young person have ambition? Is there adult support?
- Has the child/young person ever been arrested or convicted - what are the offences? Are they open to YOS – on what order (final warning, referral order, rehabilitation order, custody)
- Are there any indications that the child/young person is vulnerable to radicalisation or violent extremism?

Health

- Is the child/young person's dependency on others to care for them age appropriate?
- Are the child/young person's physical and communication skills age appropriate?
- Can the child/young person manage their own feelings and understand other people's feelings; is there happiness, fear, self harm, coping with stress, motivation?
- Is there challenging or unusual behaviour, self control, aggression, easily distracted?
- Is the child/young person comfortable with themselves, is s/he easily led by others, experience of discrimination, who/what does s/he identify with, does s/he feel special?
- Does the child/young person have appropriate friends, do they change frequently, is s/he easy to be friends with, how influential are the relationships, helpful to others?

Parents and carers

- Are there any indications of neglect – food, warmth, shelter, clothing, safety?
- Is affection and emotional support consistent and affective, have there been moves?
- Do parents/carers make an effort to offer new experiences? Is boundary setting and discipline appropriate and consistent?
- Is there medication in use, ongoing conditions or episodes, issues that impact on parenting capacity?
- Is the family or parent/carer isolated, do they receive or give support to others outside of the household?
- Has there been any abuse or social care intervention for anyone in the family?
- Have the parents/carers achieved any qualifications?

Family and environment

Is the family structure consistent? What are the key roles/factors that drive the family dynamics – illness, culture, size, absent members, abuse?

Influences include adults and children/young people, family and non related individuals.

Are all household costs being met, what payments are taking priority (fuel/bills/food/clothing/debt)? Who is contributing and/or controlling the funds?

Is there engagement with community resources and what are they (faith organisations, support agencies, friendship groups)? What is the impact of these?

Include children/young people who misuse substances.

Identify the type of victim of any crime or antisocial behaviour.

If there are any indications that the child/young person is at risk of sexual exploitation please complete and attach the [CSE risk assessment tool](#).

8. Summary and solution ideas

Ensure child/young person and parent/carer's views are included in all cases except when a child is assessed as too young to comment on the assessment (this should be recorded as appropriate)

9. Consent to share information

- Tick as many of the first 3 boxes that are relevant and agreed
- YOU MUST tick Yes or No to the understanding reasons question with the parent/young person's consent (It is really important to ask this question as part of the consent to share and information sharing).
- Please list any services which the young person/parent/carer DOES NOT want to share information with
- Ensure all signature and date boxes are completed
 - Any new Early Help Assessments that are logged with the Early Help & Advice Hub, no matter where they have been generated, must have been signed by both the assessor and the person who is the subject of the CAF or that person's parent/carer where they are judged to be too young and not competent according to Fraser guidelines of competency.

Please note: without this section completed we can not accept and move forward with the assessment.

If the assessment determines that the child/young person is being harmed or at risk of being harmed or abused contact social care Rapid Intervention and Assessment team immediately on 01582 547653.

If the assessment shows that social care thresholds have not been met but the family needs a team of professionals to work with them the form should be logged with the Early Help Assessment team by:

- scanning and emailing the form to eha@luton.gov.uk
- posting to Early Help Assessment team, Futures House, The Moakes, Luton, LU3 3QB

If you need any guidance or advice on completing an Early Help Assessment please call the duty desk on either 01582 548231 or 01582 548175