

## IMPORTANT INFORMATION!

### CAF is changing to Early Help Assessment

The name 'CAF' is changing to Early Help Assessment. This reflects that now we are using [Signs of Wellbeing](#), we have moved away from the structure specified in the CAF framework. We also think Early Help Assessment is easier for everyone to understand.

CAF Assessments will become Early Help Assessments, CAF plans will become Early Help Plans, and we will have Early Help meetings instead of CAF meetings.

### New Early Help forms

The CAF forms will also be changing to reflect the new name, and to help to support practitioners to use Signs of Wellbeing. The new forms should be simpler to use and reflect the structure and flow of Signs of Wellbeing meetings.

The new forms will be going live on **Monday 19<sup>th</sup> November**.

### What's different about the Early Help assessment?

- The child/ young person's views are now at the start
- There is just **one** set of the three columns to holistically assess what the child needs (this is no longer split between the four domains of health and development, learning, parents and carers, family and environmental).
- Each worry statement and goal now needs to have a **scaling question**, and you need to say where you and the family scale the situation at the moment.



## What's different about the Early Help plan?

Plans will look quite different:

- The child/ young person's views are now at the start
- You will have **one plan** to address **each worry statement**
- You will start your meetings with your **scaling question** to find out how worried everyone is at the moment.
- You then explore what people need to see to go up one point on the scale. **How** you get to that next point becomes the **actions** to your plan.

### Remember:

**Most of the actions** should be things **the family and network people will do** in the **child's everyday life**.

The family and the network need to come up with **most of the ideas** for what should happen. It's the professionals' job to support them to come up with the solutions through the types of **questions we ask**.

## Forms and Guidance

The new paper versions of the new Early Help forms are all available now on the [Early Help website](#) along with guidance on how to complete them using Signs of Wellbeing.

Quick reference guides on using the three columns, direct work tools, scaling, and writing Worry Statements and Wellbeing Goals are available on Signs of Safety page on the [LSCB website](#).

## Important things you need to know:

- **Only the new paper forms will be accepted** by Early Help Brokerage **after 19<sup>th</sup> November** – please submit any old versions by close of play on Friday 16<sup>th</sup>. The Early Help Brokerage Team will be available to support you to transfer the information to the new forms. Please send paper forms to the GCSX mailbox for safe contact: [EHB@cheshireeast.gcsx.gov.uk](mailto:EHB@cheshireeast.gcsx.gov.uk)
- **You need to scan and attach any direct work with families** whether this is the three houses, safety house, a genogram, or circles of support diagram, or all of the above! (guides and templates for these are on the [LSCB website](#).)  
**For the paper forms:** send these to the Early Help Brokerage GCSX mailbox with your assessment or review form  
**In the electronic system:** attach these in the system as a document.



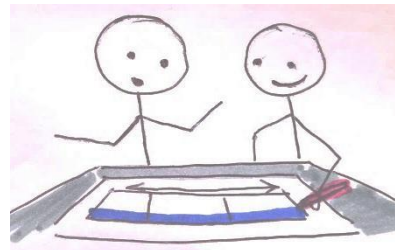
- **If you are reviewing an existing plan after the 19<sup>th</sup> November you will need to use the new plan form** (both as a paper version and in the electronic system) even though the previous assessment or plans were on the old forms. This will mean that you will need to transfer and fit the information from your old form into the new one. **You might want to allow extra time for this.**

## What support is available?

We hope you will find the new forms easy and straightforward to use, but if you need any support or advice please contact:

- Your Signs of Safety/Wellbeing **Practice Lead** within your organisation – for schools your Practice Leads are in the SCIES Team

[SCIES@cheshireeast.gov.uk](mailto:SCIES@cheshireeast.gov.uk)



- **Louise Wright our Lead Practitioner for Signs of Safety** [Louise.Wright@cheshireeast.gov.uk](mailto:Louise.Wright@cheshireeast.gov.uk)

- **For partner agencies only:** The **Early Help Brokerage team** for support in completing Early Help work, including one to one support [EHB@cheshireeast.gcsx.gov.uk](mailto:EHB@cheshireeast.gcsx.gov.uk)

## What training is available?

Details of the **Early Help Assessment training** (used to be CAF training) can be found here on the [Early Help website](#).

Details of **Signs of Safety training** can be found here on the [LSCB website](#).



**Contact us at:**

[SignsOfSafety@cheshireeast.gov.uk](mailto:SignsOfSafety@cheshireeast.gov.uk)