

Standardised tools, such as the Neglect Measurement Tool, CERAF etc., can identify where risk exists and help to focus and target interventions. Reviewing the toolkit enables comparison of factors contributing to the concerns and evidences where risks have reduced, changed or emerged. Thereby enabling informed adjustment to any support plans to be made.

Direct work practice tools in the form of specific discussion, worksheets, drawings, pictures, observations etc. can be used for gathering information, gaining and/or promoting understanding as well as targeting an area of need. There are a wide range of direct work tools for assessment and interventions on the websites below.

Why is it important?

Practising social work requires more than following processes and completing forms. Using social work tools helps:

- Build relationships with service users
- Promotes 'working with' and participation
- Assess risk
- Gather views/gain understanding of the child and family's world/history and relationships.

Recording the use of tools

It is important to record the outcome of the tool used in MOSAIC and assessments, as this ensures the child and family participation in the assessment, planning and review process is 'seen' on their file. Recording the use of tools strengthens social work understanding and analysis of what is happening in the child's world and a means of measuring impact and outcomes.

Tools used should either be completed directly within MOSAIC (such as a DASH in the Additional Assessment step) or scanned in and directly attached to the visit in which it was completed. Any additional commentary can then be added into the visit, such as:

Neglect toolkit completed with Mr Smith highlighted three areas of concern:

Inadequate bedding, no clean and clear areas for play and poor personal hygiene. Mr Smith agreed to make the following improvements over the next two weeks;

- Clean child's bedroom
- Wash all the floors
- Reduce the laundry washing pile through completing one wash every two days.

The toolkit can also be referred to in the relevant section of an assessment e.g. 'Comfortable and Safe Housing' of the Child and Family Assessment, and also in the analysis. For example:

Analysis - 'Completion of the Neglect Toolkit on 06.08.2019 highlighted several areas of concern. The impact of the neglectful home conditions on Jodie has been to her physical health, development and self-esteem. Mr Smith identified achievable tasks to improve conditions in Jodie's bedroom, the kitchen and floor surfaces. If these changes are not made, or made and not maintained Jodie will continue to be negatively impacted'

Visit recording following direct work with Harry

'Keep safe work completed with Harry today on body parts. Harry showed an understanding of which parts of his body are private saying 'only mum and the doctor can see my bum and willy' and that 'it's okay if I have my shirt off and just my shorts in the park when it's hot. Harry agreed to do some more keep safe work on my net to think about other people's privacy.'

Harry's updating Child and Family Assessment

'Harry completed six sessions of Keep Safe Work, using worksheets on 'body parts', 'safe touch', 'who can see me naked', 'who I can see naked', 'when to speak to an adult'. Since completing this work Harry has not exposed his private parts or inappropriately touched any



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of his classmates. Harry has shared the work with his teacher, who is able to reference this in the future to ensure Harry continues to have positive and safe relationships with his peers.'

Where can I find social work tools?

Portsmouth Safeguarding Partnership has a range of tools on their website and a google search for 'social work tools' will lead you to many other many websites. There are a wide range of books available to purchase and your colleagues can share their toolkits and ideas. If you can't find something suitable, try adapting or creating your own activity or worksheet.

For more information:

<https://www.portsmouthscp.org.uk/toolkits>

www.socialworktoolbox

<https://www.cafcass.gov.uk/grown-ups/professionals/resources-for-professionals>

<http://www.sheffkids.co.uk>