

# Notification of a child placed in or out of Shropshire

## Contact Us

Compass,  
Shropshire Council,  
Mount McKinley House,  
Shrewsbury Business Park,  
Shrewsbury,  
SY2 6FG,  
Email: [compass.admin@shropshire.gov.uk](mailto:compass.admin@shropshire.gov.uk)  
Telephone: 01743 250400

## Data Protection

The Arrangements for Placement of Children (General) Regulations 1991(Regulation 5) requires that notification is made by the placing authority to the local authority's Children's Social Care Services where the child is living. Each local authority (Children's Social Care Services) is required (Regulation 10) to maintain a register of Looked After children for whom it is responsible and all looked after children placed in its area, including those children who are the responsibility of another local authority. Under the Children's Homes and Looked after Children (Miscellaneous Amendments) (England) Regulations 2013, the Manager of a children's home must also notify without delay the area local authority (if different from the placing authority) of the admission to/discharge from the Home of any child.

Shropshire Council will use the data you provide for the purposes of recording, collating, analysing and sharing the notification with partners, such as Health and Education (and Police if safeguarding risks have been identified).

## I am notifying you of a child:

Moving into Shropshire

Moving out of Shropshire

## **Person completing form:**

Name:

Organisation

## **Details of young person**

Full name

Date of birth

Gender

Legal status

Where placed

Name of  
placing  
authority

Date placed

Does the child have a statement of special educational needs?	Yes
	No

Name of the  
authority  
maintaining  
the SEN (if  
yes)

## **Placing Local Authority**

### **Team Manager**

Full name

Full address

Postcode

Work phone

Mobile phone

Email

### **Independent Reviewing Officer**

Full name

Full address

Postcode

Work phone

Mobile phone

Email

## **Placing Social Worker**

Full name

Full address

Postcode

Work phone

Mobile phone

Email

## **Risk assessment - please complete all parts**

### **Risk assessment part 1**

Is the child at high risk of abduction? Yes

No

Is the child likely to be subject to honour-based violence? Yes

No

Is the child a registered sex offender or perpetrator of sexual exploitation? Yes

No

*If the child is vulnerable to or has a history of child sexual exploitation and is likely to abscond you must complete a CSE referral and risk assessment form and submit this to Shropshire Council.*

Please confirm if you have completed this below.

A CSE referral and risk assessment has been submitted to Shropshire Council Yes

No

## **Risk assessment part 2**

Does the child have a history of going missing?

Yes

No

Is there any evidence to suggest the child is likely to abscond?

Yes

No

Should the child abscond, please tell us if they are likely to be at high risk of:

Committing crime

Yes

No

Being the victim of crime

Yes

No

Self-harming

Yes

No

Causing significant harm to others

Yes

No

### **Risk assessment part 3**

Does the child have a history of or  
deemed to be at risk of fire setting?

Yes

No

*If there is a history or risk of fire-setting we will advise the fire service so that they may contact the care provider to discuss further.*

### **Risk assessment part 4**

Please provide details of all the risks presented for this child

## Health Needs

Please provide details of any and all complex health needs for this child



## **Placement**

### **New location**

Notification of  
move from  
placement

Date of move

New location  
address  
(please  
supply full  
address  
including  
postcode)

### **Contingency plan**

Contingency plan details in the event of a breakdown in the placement

Name

Work phone

Mobile phone

Please email your completed form to [compass.admin@shropshire.gov.uk](mailto:compass.admin@shropshire.gov.uk),  
or use the postal address provided on page 1.