**Parental Advocacy Referral Form**

Parents advocacy assists parents who have a difficulty being involved in the process to fully engage in assessments and to understand the complex statutory processes within Children’s Social Care, where there is no one appropriate or available to facilitate and represent their views.

**Referrals will only be accepted from the Stoke-on-Trent City Council Social Care Staff and must be signed by the Authorising Manager.**

Please ensure you compete this form fully. If the form is not fully completed, this may cause a delay in the allocation of an advocate.

**ABOUT THE PERSON YOU ARE REFERRING:**

|  |  |
| --- | --- |
| **Full Name** |  |
| **Social service reference number** |  |
| **Date of Birth** |  |
| **Permanent Address** |  |
| **Postcode** |  |
| **Current Address (if different)** |  |
| **Postcode** |  |
| **Phone number(s)** |  |
| **Email address** |  |
| **Disability or impairment** | Learning disability  Mental health condition  Cognitive impairment  Physical health  Autistic spectrum disorder  Serious physical illness |
| **Gender** | Female  Male  Female, Male at birth  Male, Female at birth  Non-binary  Prefer not to say  Not listed, **please specify**: |
| **Pronouns** | She/her  He/him  They/them |
| **Sexual orientation** | Heterosexual  Bisexual  Lesbian or gay  Prefer not to say  Not listed, **please specify:** |
| **How does the person communicate?** | English  Other spoken language, **please specify:**  British Sign Language  Words/pictures/Makaton  Gestures/expressions/vocalisations  No obvious means of communication  Not listed, **please specify:** |
| **Ethnic origin** | Arab / British Arab  Asian / British Asian  Black / Black British  Gypsy / Roma / Traveller  Mixed heritage  White British – English, Welsh, Scottish, N. Irish  White Irish  White other  Prefer not to say  Not listed, **please specify:** |
| **Religion or belief** | Atheist (no religion)  Christian (all denominations)  Buddhist  Sikh  Hindu  Jewish  Humanist  Pagan  Muslim  Not listed, **please specify:**  Person’s own description: |
| **Does the person identify as having a disability or long-term health condition?** | |
| Yes  No Please specify: | |

**ABOUT YOU:**

|  |  |
| --- | --- |
| **Referrer Details** | |
| **Name** |  |
| **Role** |  |
| **Team** |  |
| **Place of work (including address)** |  |
| **Phone number** |  |
| **Email address** |  |

**REFERRAL INFORMATION:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **What process does the person require support with?** | | | | | |
| Child Protection | |  | Care Proceedings | |  |
| Child in Need | |  | Public Law Outline | |  |
| Other: | | | | | |
| **Are, or will CSC or CSS be involved?** | | | | Yes | No |
| **Name of CSCS or CSS social worker/assessor** |  | | | | |
| **Team** |  | | | | |
| **Phone number** |  | | | | |
| **Email** |  | | | | |

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| **Further relevant information** |
| Please provide details: |

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| **Family and friend involvement** |
| Does the person have an appropriate adult willing and able to facilitate their involvement in the process/ processes and does the individual consent to their involvement?  If not, please provide further detail: |

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| **Significant dates:** |
| Please provide details for any impending meetings or deadlines: |

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| **Additional information:** |
| Are there any risks pertaining to the person (or their family/friends)? Are there any risks relating to an advocate visiting the person where they live? |
|  |

**ABOUT YOU:**

|  |  |  |
| --- | --- | --- |
| **Referrer Details** | | |
| Name |  | |
| Role |  | |
| Team |  | |
| Organisation |  | |
| Place of work (including address) |  | |
| Phone number |  | |
| Email address |  | |
| **Manager’s Authorisation** | | |
| Name: |  | |
| Role: |  | |
| Team/ Organisation: |  | |
| Phone number |  | |
| Email |  | |
| **Signature**: | | **Date**: |

|  |  |  |
| --- | --- | --- |
| **Consent** | | |
| Due to GDPR (2018), we need authorisation to say that people agree to Asist holding their personal information included on this form.  If the person being referred is deemed to lack capacity, the referrer must indicate they are referring in the person’s best interest. | | |
| **Does the person have capacity to consent to this referral?** | Yes | No |
| **If yes, has consent been obtained?** | Yes | No |
| **Is the referral being made in best interest?** | Yes | No |

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| **Disclaimer** |
| **Please** note where possible, provide us with 2 weeks’ notice for any meetings to allow the advocate adequate time to support the person being referred. We may not be able to attend all meetings requested. |
| **Please** make sure information on this form is correct before submitting. |

**Please email completed form to: referrals@asist.co.uk**