

**How will I know who is doing what
and when?**

If there are lots of people helping you, one of these people will be your lead professional. This person will tell you what is happening, listen to any worries you have and support you and the people who are helping you.

For more information

The national every child matters website has some helpful information and can be found at www.everychildmatters.gov.uk or call the integrated services team on 01384 813753



www.dudleycypp.org.uk



ecmf

A new way of helping you

for children and young people

What is the common assessment framework?

A common assessment framework (CAF) involves listening to you to find out about your life and any extra help you may need. An action plan is put together with you to make sure you get the right help.

It is a new way of making sure you get the right help as soon as possible, but if you don't want to take part you don't have to – it really is up to you.

How will a common assessment framework help me?

A CAF will help work out what support you might need. This could be a mentor to help you with school work, or someone to help with a drug problem. If your mom, dad or carer needs extra help to look after you, the CAF can also support them.

A CAF involves talking to the people who know you. If they can all talk together they can find the best support early on before any problems become bigger.

As the CAF is shared you will only have to tell your story once, rather than lots of times to different people.

How does it work?

Someone who knows you will arrange to talk to you and listen to what you think could help you. This person could be a school nurse or a Connexions personal adviser and your parent/carer can be involved too. They will write down what you talk about and give you a copy, then if you agree, all the people who can help you will work together to give you the support you need.

Who will have information about me?

As a rule the information on your CAF will not be shared with anyone else unless you want it to be but there may be times when the people working with you need to tell others.

For example

- to help you or someone else who is at risk of harm
- to help prevent a serious crime

Your basic details i.e. name, address etc. will be included on ContactPoint which is a database allowing the people helping you to make sure you get the support you need.