

Home visits: a short guide for social workers

Policy	
<p>All children living at home must be visited at home by their allocated social worker in order to monitor their welfare and implement their plan. Visits should be planned and purposeful, with details included in a written agreement with parents. Further details can be found in the home visits policy: home-visits-policy.pdf (camden.gov.uk)</p>	
Frequency of visits	<ul style="list-style-type: none"> • All children to have an initial home visit within 7 days of referral • Children in need to be visited at least every 3 weeks • Children on CP plans to be visited at home every 10 days • All children should have at least one unannounced visit every 3 months • Professional network/core group may increase frequency where there are increased concerns.
Seeing the child	<ul style="list-style-type: none"> • Children aged 3 and over must be seen alone for part of the visit. • Children under 3 must be seen awake for part of the visit.
Postponing visits	<ul style="list-style-type: none"> • notify the manager and relevant IRO • reschedule the visit to take place within 3 working days • record reasons for postponement
Action where visits do not go ahead	<p>Notify the manager and relevant IRO to discuss any further action to be taken where:</p> <ul style="list-style-type: none"> • 2 scheduled visits are missed • a child on a CP plan is not seen for 10 days • there are problems in getting access to the child • the child cannot be seen alone.
Recording	<p>All visits (including those that did not take place as scheduled) must be recorded on individual siblings using the Visits segment on MOSAIC. The visit write up should be structured using the following headings:</p> <ul style="list-style-type: none"> • purpose of visit (areas to be discussed during visit) • present (list people seen during visit) • discussion with parent/carer (covering current home situation, implementation of plan, incidents of concern incl. domestic abuse etc) • discussion with child (state if child seen alone) • observation (of home, child's bedroom, child's interactions with parent/carer, family relationships) • analysis • actions/issues arising.