

CSSW Supporting Families Recording Guide

1. Introduction

The refreshed national [Supporting Families Programme](#) (previously Troubled Families) has now been launched. This document provides an overview of the framework, step-by-step guidance for recording information in MOSAIC

2. Supporting Families programme overview

The [Supporting Families programme](#) aims to help vulnerable families and drive system change in local services and to build resilience, prevent escalation into statutory services and create joined up local services that can better identify and support families in need.

3. How to record information in MOSAIC

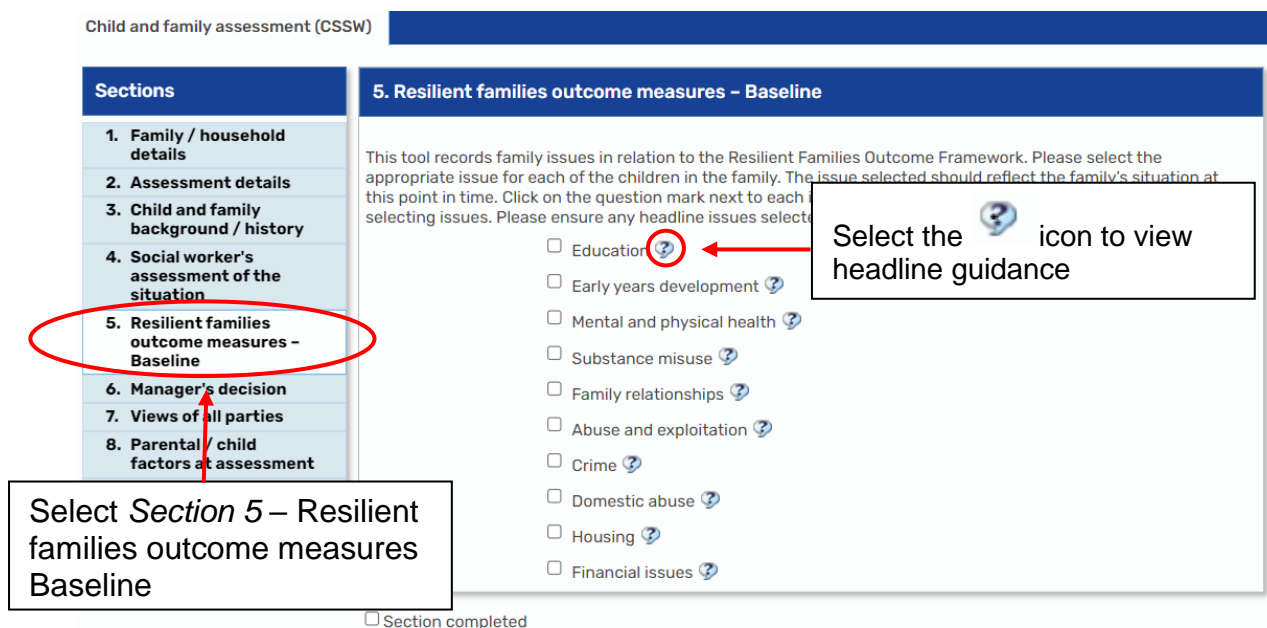
Supporting Families information is recorded in **Section 5. of the Child and family assessment** and Section 4. of the **Final** 'Child or young person in need plan' workflow steps.

It's important to note that any headline issues selected must be evidenced within the 'Child and family assessment' plan and any selected progress measures are evidenced within the final 'Child or young person in need plan' record.

Child and Family Assessment

Figure 1. Updated Resilient Families Outcome Measures Tool and features

Child and family assessment (CSSW)



Sections	5. Resilient families outcome measures - Baseline
1. Family / household details	<p>This tool records family issues in relation to the Resilient Families Outcome Framework. Please select the appropriate issue for each of the children in the family. The issue selected should reflect the family's situation at this point in time. Click on the question mark next to each issue to view headline guidance. Please ensure any headline issues selected are evidenced within the final 'Child or young person in need plan' record.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Education ? <input type="checkbox"/> Early years development ? <input type="checkbox"/> Mental and physical health ? <input type="checkbox"/> Substance misuse ? <input type="checkbox"/> Family relationships ? <input type="checkbox"/> Abuse and exploitation ? <input type="checkbox"/> Crime ? <input type="checkbox"/> Domestic abuse ? <input type="checkbox"/> Housing ? <input type="checkbox"/> Financial issues ?
2. Assessment details	
3. Child and family background / history	
4. Social worker's assessment of the situation	
5. Resilient families outcome measures - Baseline	
6. Manager's decision	
7. Views of all parties	
8. Parental / child factors at assessment	

Section completed

Tick e.g., Education (headline issue) to expand

Education

Subjects	Indicator
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Click on Add

Add

And displayed will be the family need indicator list

Figure 2. Associating indicators of need to child(ren)

Education

Select Subject:*

Test Test Louise Test Select all

Indicator

-- Please Select --

1.1 Average of less than 90% attendance (not including authorised absence) for 2 consecutive terms

1.2 Average of less than 50% attendance unauthorised (and authorised) for 2 consecutive terms

1.3 Not able to participate and engage with education

1.4 Child's special educational needs not being met

Select a family need indicator from the drop-down list and then select Add if you wish to add additional family need indicators as required, or Add and Close when all indicators have been added

Add Add and close Close

Early years development

Subjects	Indicator
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Select another headline indicator as required (for example 'Early Years Development') and repeat the above steps

Add

Figure 3. Indicators of need associated to single and multiple children. Example shows one child with 1.1 Less than 90% attendance, a sibling with 1.2 Less than 50% attendance and both children with 1.3 Not able to participate and engage with education.

Education	
In relation to	Indicator
Test Test	1.1 Average of less than 90% attendance (not including authorised absence) for 2 consecutive terms
Louise Test	1.2 Average of less than 50% attendance unauthorised (and authorised) for 2 consecutive terms
Test Test, Louise Test	1.3 Not able to participate and engage with education

Child or Young Person in need Plan recording progress

Family need indicators selected in the Child and family assessment will copy over into the Child or young person in need plan.

Additional family need indicators can be added at this stage if any others were identified during the social work intervention.

Select Section 4 – Resilient families outcome measures Progress

Select the pencil icon to edit, to open the progress measures window

Education	
In relation to	Indicator
Test Test	1.1 Average of less than 90% attendance (not including authorised absence) for 2 consecutive terms
Louise Test	1.2 Average of less than 50% attendance unauthorised (and authorised) for 2 consecutive terms
	able to participate and engage with education

- Early years development
- Mental and physical health
- Substance misuse
- Family relationships
- Abuse and exploitation
- Crime
- Domestic abuse
- Housing

Test Test 1.1 Average of less than 90% attendance (not including authorised absence) for 2 consecutive terms

Louise Test **Education**

Select Subject:*

Test Test Louise Test Select all

Indicator

1.1 Average of less than 90% attendance (not including authorised absence) for 2 consecutive terms

How has it improved?

-- Please Select --

-- Please Select --

1.1 Average attendance 90% or above for every child in the family over 2 consecutive terms

1.2 At least a 30% improvement in attendance, with a minimum of 50% average attendance, over 2 consecutive terms

1.3 Improved SDQ scores, reduction in school suspensions over two terms, no further concerns around EHE, enrolment of CME

1.4 Child's SEND needs have been assessed and a suitable package of support is in place if necessary.

No improvement made

Select a relevant progress measure from the **How has it improved?** drop-down list

PLEASE NOTE: Please ensure the **progress measure ID** selected corresponds to the **indicator ID** i.e., indicator 1.1 must have a 1.1 progress measure, 2.2 indicator must have a 2.2 progress measure etc. (see example *Figure 5*)

Figure 4. Ensure the progress measure ID corresponds to the indicator ID (2.2 indicator must have one of the 2.2 progress measures)

Early years development

Select Subject:*

Louise Test Test Test Select all

Indicator 2.2 Child's (0-5 yrs) physical health needs not met

How has it improved?

-- Please Select --

-- Please Select --

2.1 Parenting course completed and learnt parenting strategies being used successfully.

2.2 A&E records, GP, Dental, Midwife, Family Nurse Partnership, Health Visitor

2.2 Practitioner and/or self-assessment - improved outcomes

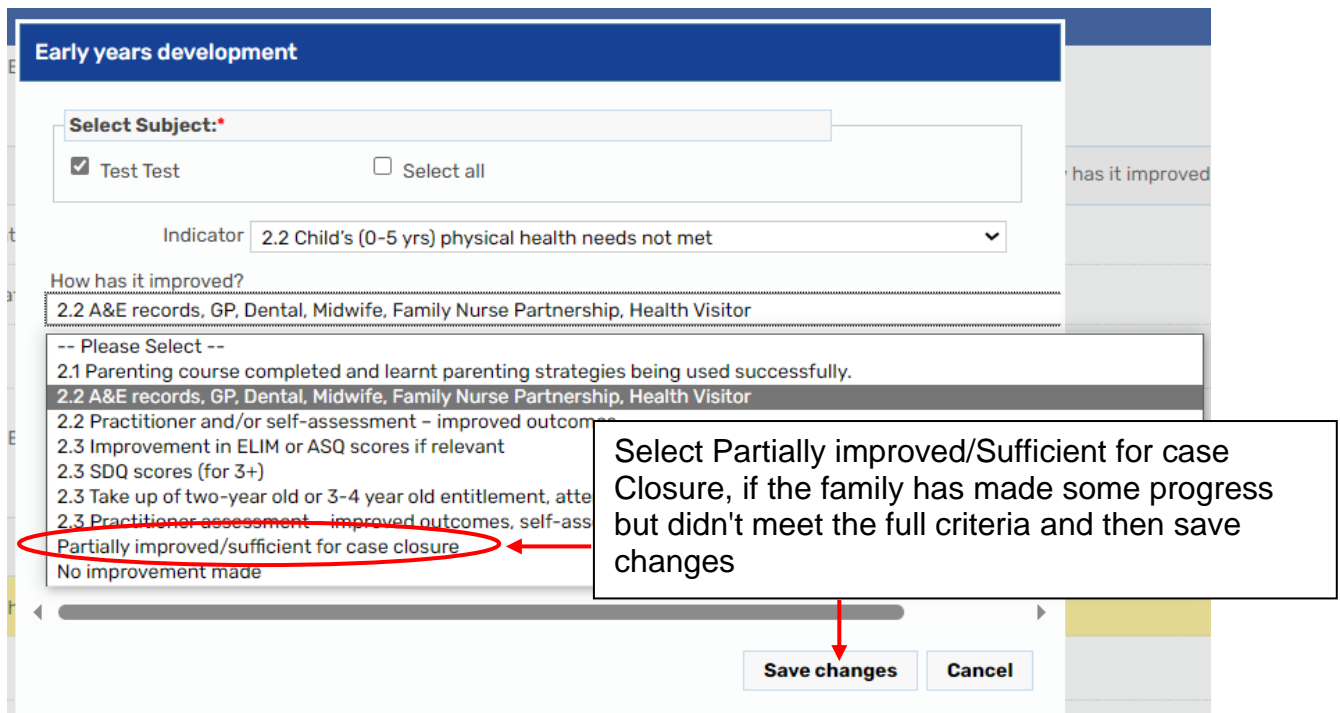
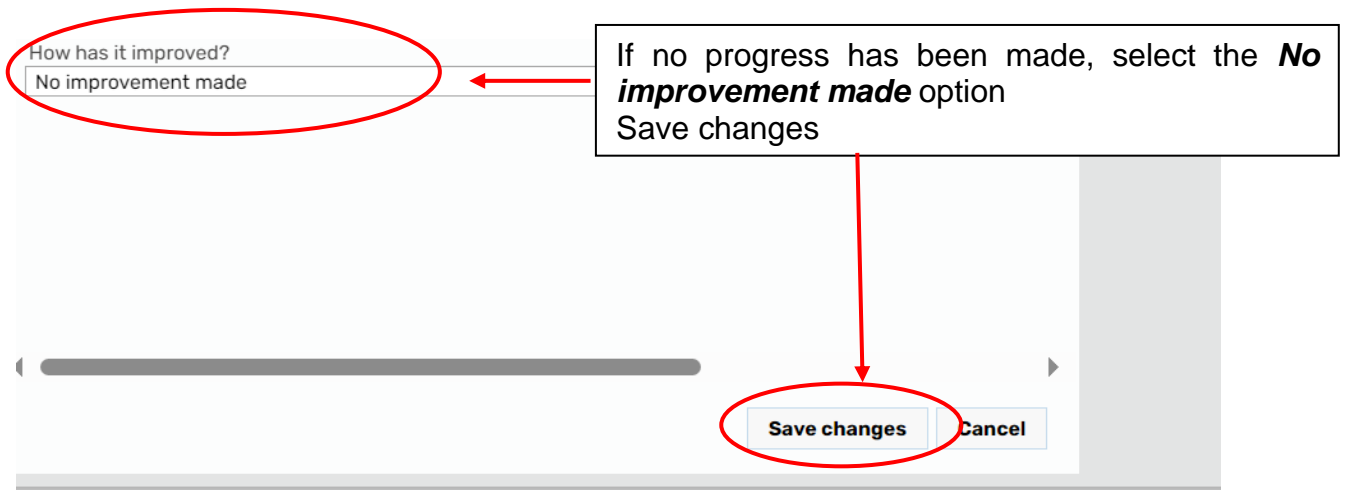
2.3 Improvement in ELIM or ASQ scores if relevant

2.3 SDQ scores (for 3+)

2.3 Take up of two-year old or 3-4 year old entitlement, attending development check

2.3 Practitioner assessment - improved outcomes, self-assessment (parent/carer) - improved outcomes/

No improvement made



Repeat above steps for any remaining indicators

PLEASE NOTE: IF THE CASE IS CLOSING SECTION 4: RESILIENT FAMILIES OUTCOME MEASURES PROGRESS MUST BE COMPLETED

