



Cheshire and Merseyside Assessment Hub

Letter of Instruction

The Cheshire & Merseyside Assessment Hub is a DfE (Department for Education) funded Trailblazer project in partnership with all 9 Local Authorities (LA's) in the Cheshire and Merseyside Region. The objective of the Hub being to reduce delays in care proceedings and improve quality of independent assessments. It is not intended to replace routine assessments which should be undertaken by LA's in the Pre Proceedings process, or court directed assessments where a case has been presented direct to court in an emergency. The independent assessments undertaken will be those to prevent de railing of a court timetable and reduce delay in decisions being made for a child and family. Please ensure that prior to completion of this document, that the eligibility criteria for the Cheshire & Merseyside Hub is met.

The eligibility criteria is outlined below so please tick which is most relevant for this referral (please note that only assessments within court proceedings will be accepted):

Parenting

- ☐ Previous assessment has been challenged
- ☐ Evidence is deemed to be flawed/biased
- ☐ Gap in evidence
- ☐ Where not having an ISW would impact on the court's timetabling and delay to child

Fostering

- ☐ Update of previous assessment
- ☐ Not agreeing with previous assessment
- ☐ If there are a number of viability assessments needed on the same family and if not completed, it would impact on the child's timetable
- ☐ Unavoidable late presentation of a connected person requesting assessment

Date	
Name of Local Authority	
Court Reference	
Name of child/ren	
Name of court	
Name of judge who has authorised the referral	
Name of lead solicitor	
Name and contact details of allocated social worker	

Name and contact details of allocated social worker's team manager	
Name and contact details of child's Guardian	
Date assessment is required by	
Date of court hearing	
Date Full Court Bundle sent	

1. Background
2. Summary of proceedings
3. Reason for ISW assessment being requested
4. Instructions and any specific issues the assessment should address