

North West Template:

Out of Borough Consultation Checklist

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| PART 1 – For completion by the placing Local Authority |
| Child’s unique reference number |  |
| Child’s age (year and months) |  |
| Child's sex and gender |  |

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| PART 2 – For completion by the placing Local Authority |
| Date information required |  |
| Provider type  |  | Placing Local Authority  |  |
| Provider Name  |  | Host Local Authority  |  |
| Provider Address |  | Placing Local Authority commissioner contact  |  |
| Provider Company Number  |  | Child’s social worker name  |  |
| Provider Ofsted URN (if applicable/ alternative) |  | Child’s social worker contact details |  |

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| PART 3 – The child’s needs – what specific needs does this child or young person have that will need to be met by wider local services (beyond the placement provider).  |
| Safeguarding Is the child currently supported by the safeguarding team? Will support to continue or transition once the child has moved home? Include relevant information from the placing Local Authority missing from home co-ordinator.  |  |
| Health Which health services are required? This does not include primary services such as GP and Dentist but does include and not limited to, mental health/CAMHS, substance misuse and sexual health services. |  |
| EducationWhat are the child's educational requirements? If the educational provision will change because of the placement, what plans are in place with the Host Local Authority; Virtual Head, Alternative Provision, Schools Lead? |  |
| SEN and/or disability Does the child have any specific educational or disability needs? During placement will there be any stage of transition?Is there an EHC plan? |  |
| Youth justicePlease indicate if the child is open to the youth justice team and will require support from the Host Local Authority.  |  |
| Police Please indicate any current police involvement that the Host Local Authority Police force should be made aware of.  |  |
| Other servicesAny other needs to be met by local services outside of the placement?  For example, advocacy, mentoring, access to other activities within a local offer; sports, cadets etc. |  |

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| PART 4 – Information that you require from the host authority |  |
| Social careAre there any current placements from the Host Local Authority with this provider? If so, what is the view of the placing social worker in relation to the provider and matching?   |  |
| Safeguarding Confirm with the safeguarding team if there are there any safeguarding concerns relating to the provider or the location of the placement? |  |
| LADO In relation to the proposed placement provider and whether allegations were unsubstantiated or otherwise, is there information the LADO holds that would be relevant?  |  |
| Commissioning Are there any organisational concerns about this provider? Does this provider engage with local provider forums or local contract monitoring? |  |
| Local offer information for the host authority |  |
| Any other key information? |  |

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| PART 5 - For completion by the host and placing local authorities once responses have been collated. |
| Host Local Authority Commissioner  |  |
| Do you feel the local area services are able to meet the needs of this child?  | Yes/No |
| Please provide a brief overview of the reason for the answer above.  |  |
| Placing Local Authority Commissioner  |  |
| Based on the information provided from the host authority, will you proceed with accepting the offer? | Yes/No |
| Please provide a brief overview of the reason for your answer above.  |  |

Last updated: 10 October 2023