APPENDIX 1 TO
ANNEX A

MULTI AGENCY REFERRAL FORM
To The British Forces Social Work Service

Confidentiality – personal information about children and families held by professional agencies is subject to a legal duty of confidence, and should not normally be disclosed without the consent of the subject. However, the law permits the disclosure of confidential information necessary to safeguard a child or children in the public interest: that is, the public interest in child protection may override the public interest in maintaining confidentiality. Disclosure should be justifiable in each case, according to the particular facts in the case, and legal advice should be sought if in doubt.
(Working Together 7.32)

Family Name(s):-

Surname	Forenames	Previous Names / Known As	Date of Birth	Gender	Relationship	Ethnicity	Nationality

MARRIED QUARTER ADDRESS:	ENTITLED PERSON:	
	NO:	
	RANK:	
	NAME:	
	UNIT:	
TEL NO:	ADDRESS:	
	BFPO:	

THIS INFORMATION IS PROVIDED BY:		
TITLE/DESIGNATION:		DATE:
ADDRESS:		
	BFPO:	TEL NO:

REASON FOR REFERRAL:
(*Additionally for a child please complete as much of page 3 as you can. You may not have all the information, but any relevant information will assist the BFSWS in their assessment. If referring an adult please provide as much information as possible including the services you feel may be required). Thank you.*

Does the subject/ family/ and/or child know of and consent to this referral?   YES/NO

If no, please explain reasons:

Any comments:

Other significant contacts or agencies currently involved with the adult/ family/ child. E.g. School/ UWO/ GP	Address	Contact person (if known)

Please identify any communication issues and/or language support that may be required:	Interpreter Needed: NO

_____   _____   _____

Signature of referrer   **Please print name:**   **Date:**

WHERE A CHILD IS BEING REFERRED, PLEASE IDENTIFY THE SPECIFIC STRENGTHS AND DIFFICULTIES AND INCLUDE AREAS WHERE CHANGE IS REQUIRED IN ORDER TO PROMOTE AND SAFEGUARD THE CHILD'S WELFARE

CHILD'S DEVELOPMENTAL NEEDS
1) Health. 2) Education. 3) Emotional and behavioural development. 4) Identity. 5) Family and social relationships (including any caring responsibilities which affect the child's development). 6) Social presentation. 7) Self-care skills.

PARENTING CAPACITY parents/carers capacity to respond appropriately to the child/young person's needs).
1) Basic care. 2) Ensuring safety. 3) Emotional warmth. 4) Stimulation. 5) Guidance and boundaries. 6) Stability.

RESEARCH SHOWS THAT THE FOLLOWING ARE MOST LIKELY TO AFFECT PARENTING CAPACITY: physical illness; mental illness; learning disability; substance alcohol misuse; domestic violence; history of abuse.
If any of these issues are identified please state:

FAMILY AND ENVIRONMENTAL FACTORS THAT IMPACT ON THE CHILD AND/OR FAMILY
1) Family history and functioning. 2) Wider family. 3) Housing. 4) Employment. 5) Income. 6) Family's social integration.
7) Community resources. 8) Impact of additional care needs experienced by parent carers.