

Creating chronologies

Paris based information

What we will cover

- Purpose
- What goes into a chronology
- What doesn't
- Where to find the information

Purpose

- The purpose of a chronology is to bring together **factual** information in a **concise** and **complete** way. It must not include opinion or judgement.
- Please note this is in **ADDITION** to the court statement which now includes a chronological element.

What to include

- Family history, including births, marriages, deaths and changes in the make up of the household.
- Childs change of address or school.
- Child Protection (CP) investigations.
- Dates of CP conferences and outcomes.
- **Key** planning meetings and outcomes.
- Relevant health examinations.

What to include

- Incidents giving rise to concerns (eg CYPs, referrals from other agencies, child's injuries/illnesses etc).
- Significant interventions and/or services provided.
- Significant changes (positive as well as negative).
- Child being accommodated, who with (name only).
- Court applications, hearings and orders.
- It may be appropriate to summarise repeat events eg Supervised contact summary, X contacts offered, Ms X attended 60% was late for 10% of these. No concerns.
- Ensure that if introducing a new name you say where they're from.

What not to include

- The chronology should **never** be a copy of all of the case notes, most are not relevant.
- Try to balance providing a clear picture of the issues against what is important to know.
- Ask yourself, do I need to know this in 2 years time.
- Avoid
 - Unnecessary detail.
 - Phone numbers.
 - Information about other parties if it doesn't impact on the children/family.
 - Using the first person.
 - Using first names for adults.

Exercise 1

- CYP received – Police called on 15/12/10 by Mrs Craven to Mr Craven’s address who reported that Ms Cook is trying to snatch Kyle from him. Ms Cook said that she was not trying to snatch her son but merely comfort him as he had argued with Mrs Craven. Mr Craven said that Kyle had kicked off earlier and then called Ms Cook, but that he had spoken with Kyle and things had calmed. Mr Craven said that Ms Cook had overreacted as she always does and came round to his address, trying to snatch Kyle. Police reported that “Both children were upstairs in bed and both were asleep and seemed fine.”

What to put into the chronology exercise 1

- CYP; verbal dispute regarding contact between parents. Children asleep.

Exercise 2

- Midwife rang to say baby was born today. Mother and baby are both fine. They are going to Burley ward Please can someone contact them about a planning meeting prior to discharge.

What to put into the chronology exercise 2

- Tyler born.

Exercise 3

- Telephone call received from Elaine foster carer. Elaine has informed us that she is currently at St Richards hospital in Chichester with Hayley. Hayley had been taken on a mini bus this morning for a trip organised with Youth Options. During the journey Hayley felt sick and then was sick and passed out. This resulted in the youth options staff member calling an ambulance and Hayley being admitted at St Richards for further tests.
- Elaine had then been called and she travelled to the hospital to be with Hayley while she undergoes further tests. Elaine explained that the likelihood is that this is just as a result of really bad travel sickness but until they get the test results she will remain with Hayley.

What to put into the chronology exercise 3

- Hayley was sick and passed out. Taken to hospital.

Exercise 4

- Email from the family Matters Support worker I have been working with Sonia Horne (Mr James Horne's mother) and her younger son Tyler since early in 2013 following a referral from The Compass School. During this time I have got to know them and their extended family quite well.
- James Horne has always been the male role model in Tyler's life and spends a lot of time with him.
- The family suffered a traumatic bereavement around 2 years ago when their 2 year old cousin was drowned in the garden pool.
- It is felt this has had a great impact on the families functioning.
- I believe James and his partner Emily would benefit from some relationship guidance in particular in view of the impending arrival of their new baby and the changes this will inevitably bring to their family dynamics.

What to put into the chronology exercise 4

- Email from family Matters Support worker; the family suffered a traumatic bereavement around 2 years ago when their 2 year old cousin was drowned in the garden pool.

Exercise 5

- T/C to Greg Code, Solicitor for Mr Craven - Senior Practitioner advised Greg that she has been unable to get in touch with previous SW, Stuart Buchanan who wrote Sec 7 report in order for him to attend final hearing on 07.05.09, however Manager who signed off report will attend.

What to put into the chronology exercise 5

Exercise 6

- Paternal Grandmother Contact Social worker with lengthy Email to discuss contact and how best to support this she shared email sent to James Horne's Social worker phoned her and explained that it is courts decision not the Social worker to sort the contact so grandmother agreed to Solicitor.

What to put into the chronology exercise 6

Building a chronology

- Cross reference consistency
 - Keep it simple and use the same reference
- Do one to cover the whole time, can always cut down.
- Use everyone's names, can always find and replace.

Where to look in Paris

- Include referral closure dates (after 15/08/03).
- CP process. All strategy discussions and s.47 as well as conferences MUST be included.
- Assessments, may not need to include all, but include if a significant outcome such as close (other than closure records). Also, include all LAC reviews and Parenting assessments.
- Involved staff (caseholders CF only).
- Case notes.
- Addresses (useful as house moves are sometimes omitted from the case notes).

Referrals

Referral



Person Details

Details (Family Referral (Copied))

Type of Referral	ICS - REF & INFO RECORD	Current Status	CLOSED (09/08/2013)	
Referral Date	19/06/2013		LINKED REFERRALS ...	
Referral Time		Priority	HIGH	
Referred To	INTEGRATED ASSESSMENT	Eligibility		
Who				
Referral Reason	C/F FAMILY IN ACUTE STRESS			
Method	REFERRED FROM A & E	Who Recd	VICKY HERBERT	
Source	ACUTE HOSPITAL (INCL. A&E)	Date Recd	19/06/2013	Time Recd 12.25
Client Aware	<input checked="" type="checkbox"/>	Family Aware	<input type="checkbox"/>	
Re-Referral?	<input type="checkbox"/>			
		Referral ID	839571	
		Response to original referral was not adequate?	<input type="checkbox"/>	

Referrals

Reference	County
Referrer to Stay Anonymous <input type="checkbox"/>	Postcode SO31 4TS

Referral Description

Notes

Forwarded to Stephanie Simpson, Senior Practitioner

From: CYP Referral

Sent: 24 February 2014 10:12

Comments And Recommendations

Notes

Request for Strategy Discussion for Magdalena (14y 8m) and Daria (12y 7m) by police following Magdalena having been punched several times in the face by father during a domestic incident between separated parents. Incident witnessed by Daria. Both girls distressed.

History:

19.03.13: A&E concern following mother being admitted with Alcohol Dependency and concerns re suicidal ideation.

19.04.13: A&E concern after mother was admitted with alcohol withdrawal seizure.

Referral Source

Source of Referral

POLICE

CP process

File View Go Actions Help

Navigation History Back Next Print EMail Share Notify

Central Index
Activity

Referral

Ass/Plan Rev

Casenotes

Crucial Information

Child Protection Process - KERRY PRITCHARD (20

Options..

- Protection & Court 2
 - Discussion - Initial
 - Section 47 Enquiries
 - Discussion - Initial
 - Discussion - Initial
 - Section 47 Enquiries
 - Conference-Initial
 - Core Group Meeting
 - Conference-Review
 - Core Group Meeting
 - Conference-Review
 - Discussion - Initial
 - Section 47 Enquiries
 - Conference-Initial
 - Discussion - Initial
- Integrated Assessment
 - Discussion - Initial

CP process

Decision And Authorisation

Decision	NO FURTHER ACTION	Reason	NOT AT RISK OF SIGNIF. HARM
Family Situation		Related Reasons	
Authorised By	LEWIS PHILPOTT	Date Authorised	27/11/2013
Notify Authoriser	<input type="checkbox"/>	Team Responsible	PROTECTION & COURT 2
Notes			
Next CP Date			



Document Details



Description	Original File
HV report	X:\Social Services Clients\Pritchard, Kerry, Shawn-Dvid, Summer\Reports\HV Report 2
Nursing Report	X:\Social Services Clients\Pritchard, Kerry, Shawn-Dvid, Summer\Reports\Pritchard Nu
Social Worker Report	X:\Social Services Clients\Pritchard, Kerry, Shawn-Dvid, Summer\Reports\Pritchard SW
school Nursing	X:\Social Services Clients\Pritchard, Kerry, Shawn-Dvid, Summer\Reports\School nursi
School Report	X:\Social Services Clients\Pritchard, Kerry, Shawn-Dvid, Summer\Reports\School Repc
★ ICPC Minutes	X:\Social Services Clients\Pritchard, Kerry, Shawn-Dvid, Summer\Meetings\Pritchard IC

Template

	D.O.B	
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Date:	SIGNIFICANT EVENTS: (Referrals/Transfers/Closure; Court Hearings/Orders/Movements/CPI's/Changes etc.	Cross reference: