

Outreach introduction form

NB: For courses please complete our expressions of interest on our website



1) Your details

Type of introduction (please tick): Self Professional

Name:	Job Role (if professional):
Best time of day to contact	
Contact Address:	Email address:
Contact landline:	Contact mobile:

2) Primary parent/carer

Forename		Surname	
Contact telephone		DOB	
Family address			
Family email address			

3) Secondary parent/carer

Forename		Surname	
Contact telephone		DOB	
Family address			
Family email address			

If English is not the primary language, will additional support be required to enable the carer/child to access services?

Yes No

4) Children (please supply details of **all children** in the family).

Forename	Surname	DOB	Gender	Setting/school	LiquidLogic number or registered ESA

5) Existing multi-agency involvement

Current ESA? Yes No

Other agencies involved with the family (please include, health visitor, ESA lead etc where appropriate)		
Name of professional agency	Name of professional	Contact details (telephone and email)

6) What are the key issues which are preventing your/the family from thriving? (Must be completed in all cases).

7) What is currently working well?

8) How are you/the family currently trying to address this and how can we support you/them? (Example, Five to Thrive, support bundles).

9) What support is needed from the family support services for you/this family?

10) What are the positive outcomes you hope will be achieved from working together

11) Additional details

Are there any particular health and safety issues or potential risks, for example domestic abuse, pets in the household etc which staff should be aware of?

Yes* No

* If yes, please describe

We must have signed client consent before introduction can be actioned.

Has the family agreed to this request and are aware that this information will be kept confidential in accordance with the Data Protection Act 2018 and GDPR 2018.

Yes No

Signature of parent:	
Date:	

Signature of introducer:	
Date:	

The family hub will keep your information securely in accordance with the Data Protection Act 2018 and GDPR 2018. You may, of course, view this information. To do so, please contact referrals@spurgeons.org.

The family hub will not normally share your information with other agencies without your consent. However, if we have serious concerns that a child/children or a parent is at risk of serious harm we may have a duty to share your information with other agencies without your consent as part of our duty of care.

Please return this form to: referrals@spurgeons.org (please password protect).

For office use only	
Date request received:	Allocated to:
Action:	