

## **YJS and MASH 'new referral' Liaison Protocol**

**Effective Date: Planned 01.02.2022**

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**Owner: YJS and MASH Service Managers**

### **Abbreviations:**

CCE – Child Criminal Exploitation  
CYP – Children and Young People  
KCDR – Knife Crime Decision Record  
OOCDD – Out of Court Disposal  
MASH – Multi Agency Safeguarding Hub  
PPN – Public Protection Notice  
YJS – Youth Justice Service

### **1. Introduction**

This document outlines an agreed process for the YJS and the MASH to liaise in the case of CYP referred into services, to prevent duplication or confusion arising for the workers and families involved. This process is hoped to support a cohesive and synchronised approach to assessment, planning and delivery when new referrals are received.

More broadly, Nottinghamshire County Council's [Pathway to Provision](#) details roles and responsibilities in terms of safeguarding children and young people and delivering intervention to improve outcomes for those identified as being at risk of offending/anti-social behaviour, and in relation to emerging risks around Child Criminal Exploitation (CCE), which is primarily the CYP whom will be the focus of joint MASH/YJS discussions and decision making.

### **2. Scope**

This guidance applies to YJS managers/staff and MASH managers/staff.

### **3. Public Protection Notices**

Public Protection Notices are forwarded on by MASH Police to YJS Police for the ultimate attention of the YJS Locality Managers where there has been:

- an incident involving a child or young person (CYP) open or recently open to YJS;
- incidents occurring involving CYP and suspected Child Criminal exploitation (CCE);
- incidents occurring involving CYP linked to ASB or criminal peers / associates;
- incidents occurring relating to knife or weapon possession / offences;
- a CYP involved in a serious violent incident.

### **4. YJS-MASH Liaison**

Early and proactive liaison between YJS and MASH local authority staff promotes good practice and supports a cohesive and synchronised approach to assessment, planning and delivery of services.

**YJS Team Manager or Advance Practitioner (or delegated person) to liaise with MASH** regarding CYP not currently open to CSC (i.e. has no assigned team or worker\*), when:

- a Public Protection Notice is received by the YJS;
- a CYP has been arrested and circumstances indicate a safeguarding concern;
- there is an absence of information within Mosaic records to inform defensible decision making.

*\* Where CSC are already involved then YJS should liaise directly with the appropriate team.*

**MASH to liaise with YJS** when:

- a PPN or referral is received which meets any one of the criteria detailed in section 3 above;
- a PPN or referral is received and it's likely that YJS need will to be invited to any subsequent strategy discussion.

**5. Purpose and benefits of liaison:**

- MASH will be able to provide YJS with a view on risk and need and likely decision making regarding the CYP (e.g. NFA, referral to Assessment Service, etc).
- YJS can provide an update on involvement with a CYP which can inform MASH decision making at an early stage.
- Discussions taking place at the earliest opportunity can prevent duplication of work by services.
- YJS may have been involved in completing the Knife Crime Decision Record (KCDR) and can advise on YJS and Police process.
- YJS may be completing an assessment and can update on recommendations and implications for the CYP.
- YJS may be alerted to follow up potential referrals from the Police for an OOCOD assessment to aid early intervention for the CYP and prevent delays.
- YJS can assist in following up Police action to support MASH decision making.

**6. Supporting actions**

To support information sharing and a cohesive approach to CYP who are referred into services the following needs to take place:

- The MASH manager contacts and duty rota to be shared with YJS as and when updated.
- Contact names and numbers of YJS Team Managers and Advanced Practitioners to be shared with the MASH as and when updated (YJS duty number to be supplied as back up).
- Where discussions have taken place workers from each team should update electronic case records so that any actions can help inform ongoing decision making.