Checklist No 1: Reflective Practice

Who can use this Checklist and when can it be used?

All practitioners and managers in all services/agencies can use this Checklist to reflect on any early worries or concerns they may have witnessed or identified. This is a self-reflective Checklist.

Name of Child or Young Person		Age		Date of Birth	

No	Question	Notes
1	*What have I seen?*	
2	*What have I heard?*	
3	*What do I feel is unusual or different?*	
4	*What has actually happened?*	
5	*What is my concern?*	

Source: Developed (with kind permission) from Fife CPC's Practitioner's Guide: Early Response Children Affected by Parental Submission Misuse (CAPSM)

And Perth and Kinross Council's A Practitioner Guide Toolkit: Getting Our Priorities Right (GOPR)

What is the information telling me?

Using this Checklist, analyse the information gathered and ask yourself the key question, "what is this information telling me?".

Consider the information gathered and identify the key risk factors for the child or young person or the parent/carer and their wider world. The Checklist will highlight the specific areas of concern/need/risk (your evidence) and should give you an overview of what you consider to be the key issues.

Now form a view as to the level of concern/need/risk for the child or young person or the parent/carer, taking account of the interaction between the child or young person or the parent/carer and their wider world.

What is the information telling you about the level of concern/need/risk?

What is the information telling me about the level of concern/need/risk? *(Consider frequency, duration, severity, single or accumulative in nature - significance of factors in reaching a conclusion about the level of concern/need/risk).*
What am I going to do next?

Date Completed		***Completed By***		***Line Manager***	