

# PROCESS FOR REFERRAL INTO THE EARLY HELP PANEL

UNLESS THE REFERRAL IS FOR A PARENTING COURSE ONLY, ALL REFERRALS TO THE EARLY HELP PANEL SHOULD BE SENT ON AN EARLY HELP ASSESSMENT.

N.B. those referring for a parenting course alone will not be required to attend panel

The latest copy of the Early Help Assessment can be found [here](#)

Complete an Early Help Assessment, ensuring that consent for the referral has been given by the family



E-mail assessment to the Early Help Panel inbox [EarlyHelpPanel@trafford.gov.uk](mailto:EarlyHelpPanel@trafford.gov.uk) by 9.00am on a Wednesday . You will be sent a 10-minute slot to attend the subsequent Thursday to present the referral



Confirm your attendance at panel by 11.30am Wednesday morning (if you don't confirm attendance, or are unable to attend, your referral will be deferred to the following week)



Attend panel -  
A multi-agency discussion will take place to decide the actions that should be taken to ensure the best outcomes for the family