

**Data Collection  
Spreadsheet**

Section	Field	Description	Options	Stage of data collection (Home search or IPA)	Example	TYPE (string, category, free etc etc)
Identifying the child	Child ID	Please enter the unique ID used in your Case Mgmt System	ID no.	Home search	12346	integer
	Local Identifier	Whatever ID you use to refer to the child (e.g. initials). This is not used in the data analysis.	free text	Home search	TR	String
	Is this a planned or emergency home search?	Please specify whether or not this is an emergency search.	Planned/ emergency	Home search	Planned	Boolean
	Latest date for placement to start by	What date does the child need to find a home/ be placed by? If no exact date specified, please add an approximate.	date	Home search	30-Mar-24	date
	Number of siblings to place with	How many siblings does the child have to be placed together with? If child has no siblings/ does not need to be placed with siblings then input 0	number	Home search	2	integer
Location(s) of search	Preferred location for home search	Which area do we want to find a placement in? Free text for data entry for now, we will explore how to structure without creating excess work.	free text	Home search	Taunton	string
	Primary family location (postcode sector - e.g. GL71)	Which area does the child's primary family reside in? (leave blank if information unavailable/ confidential)	postcode	Home search	TA1	string
	Is it recommended to find a home close to the primary family location?	Does the SW deem it appropriate for the child to be close to their primary family? In case they are required to visit the family very often etc	Yes/No	Home search	Yes	Boolean
	Does child go to school currently?	Does child currently attend school? If the child is not of school age, please select "not applicable".	Yes/No/ Not applicable	Home search	Yes	Categorical
	School location (postcode sector - e.g. GL71)	Which area is the child's current school located at?	postcode	Home search	TA1	String
	Does the child need to continue to attend this school?	Does the child need to continue to attend this school?	Yes/No	Home search	Yes	Boolean
	Are there other location(s) of importance for the child that the child needs to visit regularly?	Does the child have other locations such as extracurricular activities, grandparents house etc that they would require to visit regularly?	Yes/No	Home search	Yes	Boolean
	Please specify which location	If applicable, please enter the detail of the location of importance	free text	Home search	Football training	string
	How often does the child need to go to other location of importance?	Please enter how often the child needs to be at the location of importance	Options : -daily -few times a week -weekly	Home search	weekly	Categorical

			-every two weeks -monthly -other			
	Are there any locations to avoid?	Is there a risk to the child if they are in certain locations or might they pose a risk to others by being in a certain location?	Yes/No/ Not applicable	Home search	No	Categorical
	Location(s) to avoid (leave blank if not applicable)	If applicable, please enter the location to avoid	free text	Home search		string
Provision requirement(s)	Communication, language and learning needs	Does the child have any communication, language or learning needs?	Yes/No/ Not applicable	Home search	Yes	Categorical
	Specific communication and language requirements	Please <b>enter all that apply</b> , or none if not applicable.	Options: -ESOL -BSL -Makaton -Other -None	Home search	BSL, Makaton	Categorical
	Adaptation to the home	Are there any adaptations required to the home to accomodate the child's needs?	Yes/No	Home search	Yes	Boolean
	Cultural needs (e.g. place of worship)	Any specific cultural needs that the home needs to be aware of such as importance of going to religious places or taking part in religious activities?	Options : -Required -Not required -Other	Home search	Not required	Categorical
Provision recommendation	Who can the child be cared for alongside	Are there any restrictions on who else can live in the same home? Or, would it help to have them living with other young people? Please select the <b>most appropriate option</b> .	Options : -Solo placement recommended -With other children recommended -Only with other older children -Only with other younger children -No preference	Home search	With other children recommended	Categorical
	Can child live with pets/animals?	Can the child live in a home with pets or animals?	Yes/No/ Don't know	Home search	Yes	Categorical
	Foster care suitability	Is foster care the most preferred home for the child as deemed by the SW? Please select the <b>most appropriate</b> response for foster care suitability.	Options : -Preferred - Suitable but not preferred -Unsuitable	Home search	Preferred	Categorical

			- Not specified			
	<b>Residential suitability</b>	<i>Is residential care the most preferred home for the child as deemed by the SW? Please select the <b>most appropriate</b> response for residential care suitability.</i>	Options : -Preferred - Suitable but not preferred -Unsuitable - Not specified	Home search	Suitable but not preferred	Categorical
	<b>Supported home suitability</b>	<i>Is supported home care the most preferred home for the child as deemed by the SW? Please select the <b>most appropriate</b> response for supported home suitability.</i>	Options : -Preferred - Suitable but not preferred -Unsuitable - Not specified	Home search	Not specified	Categorical
	<b>Minimum adult support ratio</b>	<i>Please specify the <b>minimum</b> adult support ratio. We assume anything at or above the minimum is acceptable. <b>This may not be applicable to all types of care, if this does not apply please select "not applicable".</b></i>	Options [adult:child ratio]: 1:1 2:1 ->2:1 - Standard ratio - Not specified - Not applicable	Home search	>2:1	Categorical
<b>Risk to child</b>	<b>Risk to child: Self-harm</b>	<i>Is the child known to be at risk of self-harm? If identified, please say whether this risk is low or high</i>	Options: -No known risk -Low risk -High risk	Home search/IPA (can be done at either stage)	Low risk	Categorical
	<b>Risk to child: Sexual exploitation</b>	<i>Is the child known to be at risk of sexual exploitation? If identified, please say whether this risk is low or high</i>	Options: -No known risk -Low risk -High risk	Home search/IPA (can be done at either stage)	No known risks	Categorical
	<b>Risk to child: Criminal exploitation</b>	<i>Is the child known to be at risk of criminal exploitation? If identified, please say whether this risk is low or high</i>	Options: -No known risk -Low risk -High risk	Home search/IPA (can be done at either stage)	No known risks	Categorical
	<b>Risk to child: Drug and alcohol use</b>	<i>Is the child known to be at risk of drug and alcohol use? If identified, please say whether this risk is low or high</i>	Options: -No known risk -Low risk	Home search/IPA (can be done at either stage)	No known risks	Categorical

			-High risk			
	<b>Risk to child: Eating disorder</b>	<i>Is the child known to be at risk of an eating disorder? If identified, please say whether this risk is low or high</i>	Options: -No known risk -Low risk -High risk	Home search/IPA (can be done at either stage)	Low risk	Categorical
	<b>Risk to child: Going missing</b>	<i>Is the child known to be at risk of going missing? If identified, please say whether this risk is low or high</i>	Options: -No known risk -Low risk -High risk	Home search/IPA (can be done at either stage)	Low risk	Categorical
	<b>Risk to child: Other (please specify)</b>	<i>Please add a description of any other risks to the child identified</i>	free text	Home search/IPA (can be done at either stage)	Bulimia	string
<b>Risk of harm to others or property</b>	<b>Risk to others or property: Physical harm</b>	<i>Is there a known a risk of physical harm to others? If identified, please say whether this risk is low or high</i>	Options: -No known risk -Low risk -High risk	Home search/IPA (can be done at either stage)	No known risks	Categorical
	<b>Risk to others or property: Sexual harm</b>	<i>Is there a known risk of sexual harm to others? If identified, please say whether this risk is low or high</i>	Options: -No known risk -Low risk -High risk	Home search/IPA (can be done at either stage)	No known risks	Categorical
	<b>Risk to others or property: Fire-setting</b>	<i>Is there a known risk of fire-setting? If identified, please say whether this risk is low or high</i>	Options: -No known risk -Low risk -High risk	Home search/IPA (can be done at either stage)	Low risk	Categorical
	<b>Risk to others or property: Harm to animals</b>	<i>Is there a known risk of harm to animals? If identified, please say whether this risk is low or high</i>	Options: -No known risk -Low risk -High risk	Home search/IPA (can be done at either stage)	No known risks	Categorical
	<b>Risk to others or property: Criminal exploitation</b>	<i>Is there a known risk of criminal exploitation for others in the home? If identified, please say whether this risk is low or high</i>	Options: -No known risk -Low risk -High risk	Home search/IPA (can be done at either stage)	No known risks	Categorical

	<b>Risk to others or property: Other (please specify)</b>	<i>Please add a description of any other risks identified in terms of risks to others or property</i>	<i>free text</i>	<i>Home search/IPA (can be done at either stage)</i>		<i>string</i>
<b>Additional support required</b>	<b>Was there any additional provision the home needed to provide to support the child?</b>	<i>Was there any additional provision put in place to support the child? e.g. therapeutic support</i>	<i>Yes/No</i>	<i>Home search/IPA (can be done at either stage)</i>	<i>No</i>	<i>Boolean</i>
	<b>Additional support (Please specify)</b>	<i>Please select any of the options of additional provision that apply or describe if "other".</i>	<i>Options: -additional supervision, -therapeutic support, -a worker for respite, -taxis to school - other (please specify)</i>	<i>Home search/IPA (can be done at either stage)</i>	<i>Taxis to school</i>	<i>Categorical</i>
<b>Referral Form Information</b>	<b>Name of officer filling referral form</b>	<i>Please provide your the initials of officer filling form</i>	<i>free text</i>	<i>Home Search</i>	<i>JM</i>	<i>string</i>
	<b>Date of referral form filling</b>	<i>Date of when this form was completed</i>	<i>Date</i>	<i>Home Search</i>	<i>09/04/2024</i>	<i>date</i>
<b>Finance Information</b>	<b>Total agreed weekly cost</b>	<i>What is the agreed cost of placing a child? (this includes transport, therapy, education etc but excluding VAT)</i>	<i>number</i>	<i>IPA</i>	<i>£XX</i>	<i>integer</i>
	<b>Actual Weekly Cost</b>	<i>What is the actual cost of placing a child? (this includes transport, therapy, education etc but excluding VAT)</i>	<i>number</i>	<i>IPA</i>	<i>£XX</i>	<i>integer</i>
<b>Placment Form Information</b>	<b>Name of officer filling form</b>	<i>Please provide your the initials of officer filling form</i>	<i>free text</i>	<i>IPA</i>	<i>JM</i>	<i>string</i>
	<b>Date of form filling</b>	<i>Date of when this form was completed</i>	<i>Date</i>	<i>IPA</i>	<i>09/04/2024</i>	<i>date</i>
<b>Placement Information</b>	<b>Placement Location</b>	<i>Which area did we find a placement in? Free text for data entry for now, we will explore how to structure without creating excess work.</i>	<i>free text</i>	<i>IPA</i>	<i>Taunton</i>	<i>string</i>
	<b>Provider ID (linked to Ofsted)</b>	<i>Provider ID according to how Ofstead categorizes providers</i>	<i>free text</i>	<i>IPA</i>	<i>SC999999</i>	<i>string</i>
	<b>Whether Sibling Split Y/N</b>	<i>Record whether through this placement are we able to keep siblings together or if we are separating them.</i>	<i>Yes/No</i>	<i>IPA</i>	<i>Yes</i>	<i>Boolean</i>
	<b>Placement Type</b>	<i>Record the type of placement the child received either foster, residential or supported accomodation.</i>	<i>Options: -Residential -Foster -Supported Accomodation</i>	<i>IPA</i>	<i>Residential</i>	<i>Categorical</i>