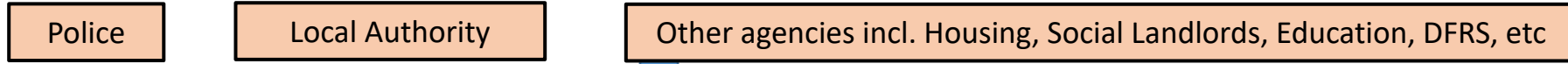


Anti-Social Behaviour Toolkit – Under 18

Lead Agency Receives Complaint/information



Lead Agency makes decision whether to issue **LETTER 1.**

(if issued copy sent into CSP)
Consider methods for diversion e.g. YIT, YSMART, Early Help etc.

Decision taken to escalate

Referral form completed and sent to LA chair for admission into the panel

Give a summary of previous ASB, involvement of other agencies and outcomes.
Details of current ASB and evidence. Include referring agency recommendations

Panel will meet with YJS, LA, Police, Referee

Consider methods for diversion e.g. YIT, YSMART, Early Help etc.

Decision taken to escalate

Letter 2 (Under 16) served jointly by Police and LA where possible

or

CPN Warning letter issued (over 16) by LA and Police where possible with conditions

Details updated through an Occurrence on Niche together with adding a copy of the letter and flag

Details of the breach of the Letter 2/CPN Warning added Logs/incidents etc. SOE from Officer or witness.

Referral form completed and sent to CSP

Panel will meet with YJS, LA, Police, Referee

Consider methods for diversion e.g. YIT, YSMART, Early Help etc.

Decision taken to escalate

Six-month voluntary **Acceptable Behavioural Contract** (Under 16)

or

CPN issued (Over 16) detailing behaviour that needs to change

Details updated through an Occurrence on Niche together with adding a copy of the letter and flag

Behaviour continues and conditions broken

Referral form completed with statements of evidence detailing the continuing behaviour or breach of conditions

Decision taken to escalate to relevant legal department

