

Guidance for Completing the BMHP5021_BIRM Written Report on ‘Early Help’ System Signposting

Understanding the Task

This report requires you to examine and analyse how three UK local authority websites provide information about the ‘Early Help’ system and other family support services. You need to compare and contrast the accessibility and effectiveness of this information and recommend improvements. **Structure of the Report**

Your report should be 2,000 words and include the following sections: **Introduction**

(Approx. 200 Words)

- Briefly introduce the concept of ‘Early Help’ and why it is important.
- Explain the purpose of the report – to assess and compare how three local authorities signpost Early Help information online.
- Outline the structure of the report.

Explanation of the Early Help System (Approx. 300 Words)

- Define ‘Early Help’ using the Early Help System Guide.
- Explain its purpose in supporting families to prevent escalation to statutory intervention.
- Discuss how Early Help aligns with broader safeguarding frameworks.

Explanation of Multi-Agency Working (Approx. 300 Words)

- Define multi-agency working and explain its significance in the Early Help system.
- Reference Working Together to Safeguard Children 2023.
- Describe how different professionals (e.g., social workers, schools, health professionals) collaborate to support families.

Evaluation of Three Local Authority Websites (Approx. 700 Words)

For each website:

- Describe how the Early Help information is presented.
- Assess the accessibility, clarity, and ease of navigation.
- Evaluate the comprehensiveness of information available.
- Identify any strengths and weaknesses.

Comparative Analysis (Approx. 300 Words)

- Compare the key strengths and weaknesses of the three websites.
- Highlight the most effective website and justify why.
- Discuss how each website could improve in terms of user experience and accessibility.

Conclusion and Recommendations (Approx. 200 Words)

- Summarise key findings.
 - Provide practical recommendations for improving how local authorities signpost Early Help online.
 - Conclude with the importance of clear and accessible information for families.
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Guidance to support your research and analysis

Selecting Three Local Authorities

- Choose three from the provided list: Leicestershire, Norfolk, Staffordshire, Leeds, Tower Hamlets, Nottinghamshire, Southwark.
- Consider a mix of different-sized councils or regions to provide a balanced comparison.

Analysing the Websites

- Navigate each website and locate the Early Help information.
- Assess:
 - Ease of Access: Is the information easy to find?
 - Clarity: Is the language simple and understandable for families?
 - Comprehensiveness: Does it cover all aspects of Early Help?
 - Presentation: Are there visuals, videos, or downloadable resources?
 - Contact Details: Are there clear instructions on how to get support?

Finding Relevant Data and Research

To support your analysis with evidence:

- Use UK government websites such as the Office for National Statistics (ONS) for relevant data on family support services.

- Search for journal articles in databases like Google Scholar, JSTOR, PubMed, or university library portals using keywords such as “Early Help UK,” “multiagency working in child protection,” and “local authority family support services.”
- Review reports from organisations such as the NSPCC, Ofsted, and the Local Government Association (LGA).
- Look at policy documents and case studies from local authority websites and UK government reports.

Writing Style and Presentation

- Use formal academic language.
- Support points with evidence from government documents and academic sources.
- Use headings and subheadings for clarity.
- Reference all sources using the Harvard referencing style.
- Ensure the report is well-structured, logically flowing from one section to another.

Reference List in Harvard Style

A reference list should be included at the end of your report. Ensure you follow the Harvard referencing format. Examples:

- Book: Author(s) surname, initials. (Year) Title of the book. Edition (if applicable). Place of publication: Publisher.
 - Example: Smith, J. (2020) Understanding Early Help. 2nd edn. London: Routledge.
- Journal Article: Author(s) surname, initials. (Year) ‘Title of the article’, Journal Name, Volume(Issue), Page numbers. DOI (if available).
 - Example: Brown, T. and Green, L. (2019) ‘Multi-agency approaches to child safeguarding’, British Journal of Social Work, 49(3), pp. 456-472.
<https://doi.org/xxxx>
- Website: Author/Organisation Name. (Year) Title of web page. Available at: URL (Accessed: date).
 - Example: NSPCC. (2022) Early intervention in child protection. Available at: <https://www.nspcc.org.uk/early-help> (Accessed: 10 February 2025).

Final Checks Before Submission

- Proofread for grammar, spelling, and coherence.
- Ensure the word count is close to 2,000 words.
- Check references and ensure correct formatting.

- Confirm all required sections are included.

Following this structured approach will help you complete a well-researched and insightful report on how local authorities signpost Early Help services online.