



Family Public Law (FPL) release note 11 of 2022

Commence proceedings with a child assessment application

Release date: 10 August 2022

Overview

Local Authorities will be able to commence proceedings with a child assessment application within the digital service, there will no longer be a requirement for these to be sent and issued at the local court.

Guidance on how to issue a child assessment order

The Local Authority will log into the system and start a new application in the same way they do for care proceedings.

1. A new option will be displayed in orders and directions sought named child assessment order, select that option and enter the details and continue



Child Assessment Order

### Child Assessment Order

The direction(s) sought in respect of the assessment (Optional)

Assessment directions will be entered here.



The direction(s) sought in respect of contact (Optional)

Contact directions will be entered here.



### Directions

\*Do you need any other directions? (Optional)



Yes



No

Previous

Continue



2. Check your answers and if correct, select save and continue

**Check your answers**

Check the information below carefully.  
Orders and directions needed

Orders and directions needed	
*Which orders do you need?	Child Assessment Order
*Do you need any other directions?	No

[Change](#)

Previous **Save and continue**

[Cancel](#)

3. Select grounds for application and enter your reasons in the free text box.

## Grounds for the application

### Some Council v Dan

CCD ID: #1655-1166-1028-7138

You can save and return to this page at any time. Questions marked with a \* need to be completed before you can send your application.

#### How are there grounds for a child assessment order?

The grounds are that there is reasonable cause to suspect that the child[ren] [is] [are] suffering, or [is] [are] likely to suffer, significant harm

and

an assessment of the child[ren]'s health or development or of the way in which the child[ren] [has][have] been treated, is required to determine whether or not the child[ren] [is][are] suffering, or [is][are] likely to suffer, significant harm

and

it is unlikely that such an assessment will be made, or be satisfactory, in the absence of an order under this section.

State your reason(s) for believing the grounds exist. If you are relying on a report or other documentary evidence, state the date(s) and author(s) and attach a copy.

These grounds exist due to X, Y, Z.

Previous **Continue**



4. Check your answers and if correct, select save and continue

**Check your answers**

Check the information below carefully.

How are there grounds for a child assessment order?

**How are there grounds for a child assessment order?**

State your reason(s) for believing the grounds exist. If you are relying on a report or other documentary evidence, state the date(s) and author(s) and attach a copy. These grounds exist due to X, Y, Z.

Previous **Save and continue**

5. When submit application is selected, you will see the draft applications which should be checked before confirming the declaration and selecting continue and then submit

**Download application**

Use this link to download and check the application before sending:

[draft\\_c1\\_application\\_14jun.pdf](#)

[draft\\_c16\\_supplement\\_14jun.pdf](#)

**Declaration**

I, damian@swansea.gov.uk (local-authority), believe that the facts stated in this application are true.

I agree with this statement

**Application fee to pay**



Previous **Continue**

6. The application will be displayed at the top of the documents tab.

Hearings	Orders	People in the case	Legal basis	<b>Documents</b>	History
Application Form				<a href="#">Some Council v Dan.pdf</a>	
Application Supplement				<a href="#">c16_supplement_14jun.pdf</a>	
<a href="#">Manage documents</a>					



7. The application will be automatically sent to the CTSC who, after quick checks, will forward it onto judiciary/legal advisers and directions will follow.

**Further support:**

The FPL service can be contacted at [PublicLawAndAdoption@justice.gov.uk](mailto:PublicLawAndAdoption@justice.gov.uk) if you have any feedback relating to this functionality.