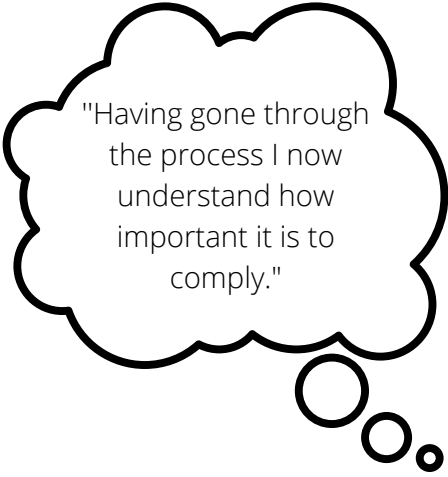




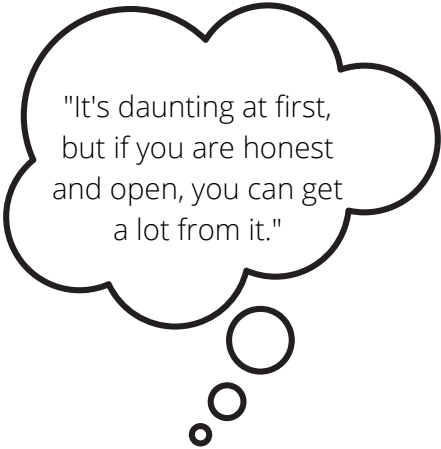
A GUIDE TO CRIMINAL JUSTICE SOCIAL WORK REPORTS



Created by The Service User Participation Group,
Fife Justice Social Work Service.

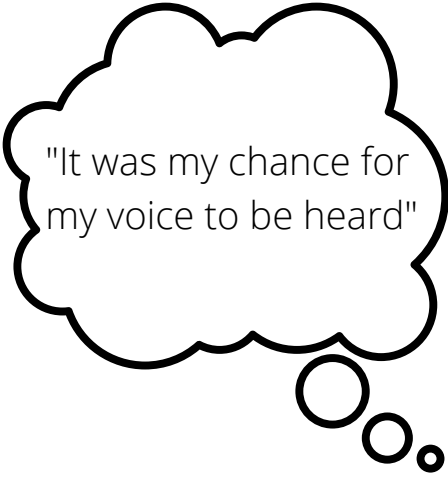


"Having gone through the process I now understand how important it is to comply."

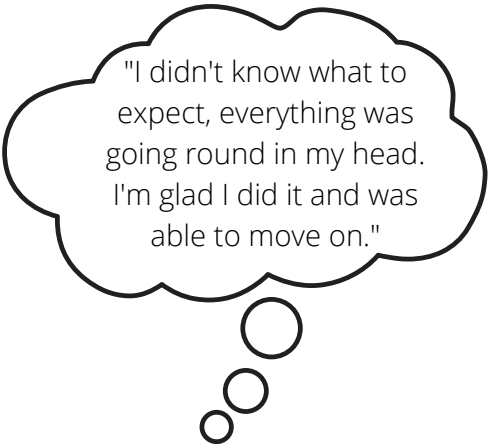


"It's daunting at first, but if you are honest and open, you can get a lot from it."

Hear how others felt



"It was my chance for my voice to be heard"



"I didn't know what to expect, everything was going round in my head. I'm glad I did it and was able to move on."

What to expect?

The Sheriff has requested a Criminal Justice Social Work Report, but what does this mean? See below for a road map of the process and the responsibilities for both you and your Social Worker.

1 Court appearance

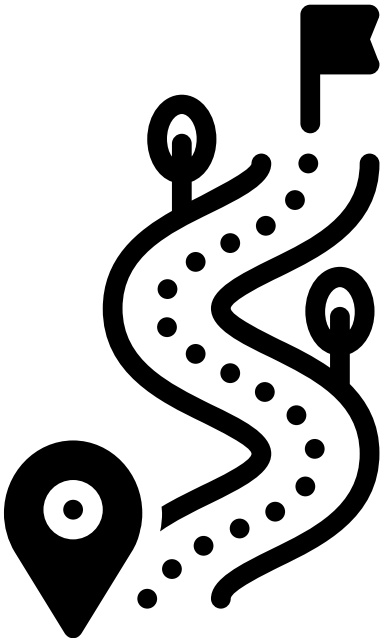
2 Letter with date for interview

3 Interview(s) with Social Worker

4 Completion of Risk Assessment

5 Option to review report

6 Await sentencing



Why is the Sheriff asking for a report?

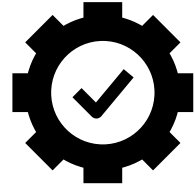


- The Criminal Justice Social Work Report involves the Social Worker talking to you to provide an understanding of your current circumstances.
- Your attitude towards the offence and your risk of re-offending is also considered which informs the Sheriff's disposal options.

'If we have heard something from the lawyer or the Fiscal which has given us cause for concern, it may be that the person could do with a bit of support or assistance. In these cases, the Sheriff would request the Social Worker to look in to this for them.'

Sheriff at Dunfermline Court

Responsibilities



**Your
Responsibilities**

**Social
Worker's
responsibilities**



**Make
yourself
available**

**Provide the
court with
evidence
based,
factual report**



**Be non-
judgemental
and
respectful**



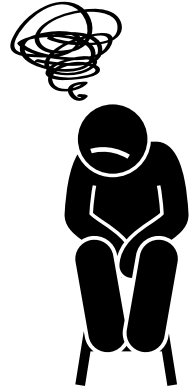
**Provide
open and
honest
answers**



**Be
respectful**

**Be aware of
welfare
needs**

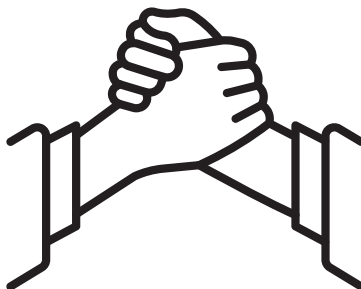
What happens if I don't attend?

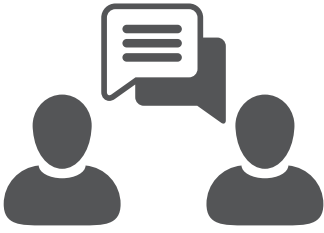


FAILURE TO ATTEND:

Failure to attend or make contact during the timeframe allocated for the Criminal Justice Social Work Report will result in the Sheriff being notified of your non-attendance. There may be a risk of being remanded in custody for the report to be completed.

If there are challenges to you attending your appointment, please make contact with your Social Worker and support can be provided.





To have an
open
discussion

The offence/
incident

Possible
disposals

**What Will
Be
Involved?**

Your
personal
feelings
towards the
offence

Current
circumstances
including
relationships
and
finances

Your life
history
including
childhood

Admonishment

Custody

**Restriction
of Liberty
Order**

**Programme
Requirement**

**Possible
Disposal
Options**

**Structured
Deferred
Sentence**

**Unpaid
Work**

**Community
Payback
Order**

**Fine or
Compensation**



What happens next?

The Criminal Justice Social Work report sets out possible disposals which are available to the Court. These will be determined by the Sheriff on the date of sentencing.

Custody:

Sentenced to a period of time in prison, with a possibility of supervision upon release.

Restrictions of Liberty Order:

Most commonly known as a 'tag'. This disposal involves you being restricted to your home address for periods of time. Most commonly this can be from 7pm-7am.

Structured Deferred Sentence:

Sentencing can be deferred for 3 to 6 months to undertake offence focused work and welfare support with a Social Work Assistant.

Fine / Compensation :

Money to be made payable to either the Scottish Courts or the victim.

Community Payback Order:

A Community Payback Order can have a range of requirements attached, the examples below are the three most common:

Supervision:

Attend regular meetings with a Social Worker/ Supervising Officer to engage in offence focused work and any welfare support required.

Unpaid Work:

To complete a set amount of hours of unpaid work within the community.

Programme:

The Sheriff may wish to impose a programme requirement to engage in group work for road traffic offences, drug-related offences or domestic abuse.



How else can we help?

Additional Support:

- Should you require any additional support for the interview such as a carer or interpreter, please make the Social Worker aware ahead of the appointment.
- Prior to the interview, you will receive contact from a welfare worker, they can provide support with a wide range of welfare issues.



If you are interested in joining Service User
Participation Group please email:
SUPG@fife.gov.uk



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