



Get in touch

What if I am unhappy about the service I have received from Criminal Justice Social Worker Services?

You should contact a senior social worker at the Criminal Justice Social Work Team at the address on the back of this form. You can do so either in writing, telephoning or calling personally to discuss. We are interested to hear what you have to say and for us to learn how to improve our service.

Social Work Services, Criminal Justice Team

Phone: 01475 715365

Write to: Inverclyde Health and Social Care Partnership (HSCP)
Hector McNeil House
7-8 Clyde Square
Greenock PA15 1NB

www.inverclyde.gov.uk/health-and-social-care/criminal-justice



Criminal Justice

Your Court Report

Complaints, suggestions or comments

We will always try to resolve any concerns raised about the services. We know things can go wrong and we would like to know if this happens.

Phone: 01475 715280

Write to: Corporate Administration Officer
Inverclyde Health and Social Care Partnership (HSCP)
Hector McNeil House
7-8 Clyde Square
Greenock PA15 1NB

Email: pccsp.swork@inverclyde.gov.uk

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Your Court Report

The court has asked social work services to provide information about you before passing sentence. In order to complete a Criminal Justice Social Work Report on you, a social worker will ask you, and possibly your family members about the following:

- Your family background
- Your education and employment record
- Your health - physical and mental
- Your home circumstances
- Your previous contact with social work services
- Your income
- Your leisure activities
- Any problems with drugs or alcohol which you may have
- Circumstances of the offence
- Previous convictions

This information is gathered to help the social worker make an assessment of how likely you are to re-offend, as well as the risk you pose to others. The social worker is not being asked to decide if you are guilty or innocent. It is your solicitor's responsibility to offer any plea on your behalf to the Court. The report will end with ideas on what may be done to reduce the likelihood of you committing another offence.

What you must do while you report is being prepared

- You must make sure that the court and social work services has your correct address.
- You must be available for interview and keep all appointments made by the social worker and with any other agency from which the court has requested a report.
- If you do not receive a letter or phone call from social work services within seven days of your appearance in court, please contact the address or telephone on the back page.
- If you are remanded in custody, the social worker will visit you in prison.
- The social worker may wish to contact your doctor, your employer or any other person and will ask for your co-operation with this.
- If you refuse permission to contact any other person, the social worker may:
 - a) Still proceed to contact that person if it is considered that your refusal is unreasonable or
 - b) Not contact that person, but will state in the report that it was not possible to gain your full co-operation.
- You must give full and honest answers to all questions

Confidentiality

Can I see what is written about me?

You will be told what the report is likely to contain when you see the social worker and a copy will be available in Court or given to your solicitor for you to read. If there are any factual errors in it you should tell your solicitor or the court social worker.

Who else will see the Report?

The Report will be seen by the Sheriff, the Procurator Fiscal, Clerk of the Court and staff from Social Work Services. Part of the Report may be read out in open Court so please ensure that the social worker and solicitor are aware of things where confidentiality is important. Total confidentiality cannot be guaranteed.

What happens after my court appearance?

- If you are not clear about what has been decided, speak to the social worker on duty in the Court.
- If you are given a Community Payback Order, Supervision and Unpaid Work, you must speak to the social worker on duty before you leave the Court building.
- If you receive a prison sentence and need advice or help, ask the officer in the cells if you can see the Court social worker and this will be arranged if at all possible.