

WHAT IS A CRIMINAL JUSTICE SOCIAL WORK REPORT?

The court has asked for a report to be prepared about you before sentencing. This leaflet provides helpful information on what to expect while the report is being put together, what will happen to the report and what it is for.

What is a Criminal Justice Social Work Report?

This report provides information about you and your past and current offence(s). It provides useful advice to the court to help it make a decision on which sentence to impose, such as a fine, community service or imprisonment.

Where will the interview take place?

Most likely you will be asked to come into the Criminal Justice Social Work office and a further appointment may be made with you in your home. Remand prisoners will be interviewed in prison.

Can I refuse to give information?

Yes, but if the report writer does not have enough information to complete the report, a letter will be sent to the court explaining the reasons why a report is not available.

What sort of information will I be asked for?

You will be asked for information on:

- Your current and any previous offences
- Your current circumstances such as where you live and who you live with
- Your financial circumstances such as how much money comes into your household and what bills or debts you have to pay
- Your health, such as illnesses or disabilities
- Your past involvement with social work services

During the interview, the Social Worker will discuss with you the different sentencing options available to the Court.

Will anyone else be asked for information for the report?

The person writing the report will discuss with you who they plan to get information from. This may be family members, your defence again and / or past social work records or other services for example, a drug or alcohol counselling service. It may involve getting your permission, for example, to contact your GP.

This information you and others provide will be treated confidentially. However, the report will be seen by the Sentencer, Procurator Fiscal (the prosecutor), your defence again (if you have one) and yourself.

Sometimes the Press will be in court. They are not given a copy of the report, but may report on any case discussed in open court.

What should I do once the report is complete?

Make sure that you turn up at court on time. You will be sentenced at court and this may include working with the criminal justice social work team on a community sentence. If this is the case you must meet with a member of the Criminal Justice team within 24 hours of being sentenced. Details of your first appointment will be included in your report.

Making a complaint

You can get a copy of the Council's Complaints Procedure from Customer First, telephone number (0141) 577 3003

When making a complaint you should let us know your name, address, phone number, any relevant reference number from us, what you are complaining about and what we can do to put things right. You can make a formal complaint:

- In person – to the address below
- By phone – at the number below
- Online at www.eastrenfrewshire.gov.uk/complaints
- In writing, to either the service manager at the address below or postage free to:

*East Renfrewshire Council, Customer Services,
Freepost SCO 1740 Rouken Glen Road, Giffnock G46 6UG*

CONTACT US:

Eastwood Health and Care Centre
Criminal Justice Social Work Services
Drumby Crescent
Clarkston
G76 7HN

Telephone: 0141 451 0722 / 0720