

Part 1 – Referral information

Date referred		
Harm / offence		Incident/ crime No. & date of offence
Brief details of circumstances		
What would participants like to achieve /see as an acceptable outcome?		
Details of any action taken so far		
Details of any other agencies involved		

Part 2 – Details of participants

Surname		First name (s)	
Address		Role	
		Tel No.	
		Email	
		D.O.B.	
Risk to participant			

Surname		First name (s)	
Organisation		Role	
Address		Tel No.	
		Email	
		D.O.B.	
Risk to participant			

Surname		First name (s)	
Organisation		Role	
Address		Tel No.	
		Email	
		D.O.B.	
Risk to participant			

Part 3 – Appropriate adult details (under 18)

Surname		First name (s)	
Address		Role	
		Tel No.	
		Email	
		D.O.B.	
Risk to participant			

Part 4 – Referrer's details

Surname		First name (s)	
Organisation		Role	
Address		Tel No.	
		Email	

Part 5 – Any other relevant information



Information for Referrers

Guidance

What do we do?

Restorative Gloucestershire is committed to promoting the use of Restorative Practices through facilitation, advice and by supporting others to use and develop restorative skills. Restorative processes bring those harmed by crime or conflict, and those responsible for the harm, into communication, enabling everyone affected by a particular incident to play a part in repairing the harm and finding a positive way forward.

A restorative process can be used in a number of different settings where conflict has occurred, for example, schools, children's homes, communities, across the criminal justice system, or in the workplace. Restorative processes address conflict, build understanding and strengthen relationships with people.

What is the referral criteria?

Whilst we use restorative practice in everything we do, our primary focus is on post-incident resolution. For example, in a criminal justice setting this means referring after the police investigation has been completed. Where we do not have sufficient capacity to take on community or workplace interventions we may be able to offer some support and supervision where partner organisations facilitate or mediate their own interventions.

What happens when we receive your referral?

1. Your referral will be acknowledged by our administrator. It will be allocated by our facilitator manager, and we aim to do this within 10 working days.
2. Once two facilitators have been allocated they will contact you to discuss the case before contacting the parties.
3. Our facilitators will keep you updated with the case but the content of the meetings will remain confidential.

What should the participants expect?

- ▶ Initial contact from the Restorative Gloucestershire hub within 7 days of accepting the referral.
- ▶ A visit from two of our facilitators to explain the restorative process and manage expectations.