

Virtual CP conference process

Along with all aspects of our work we are changing the way that Child Protection conferences are held. These will now all be virtual meetings. This requires us to be organised around needing our reports to be available in good time to allow the CPA to hold the necessary discussions with the family and the involved professionals.

The timing for this will be:

10 working days before the Conference

The allocated social worker will complete the Invite list that allows the CPA to inform the family and professionals involved of the conference date, this notification will be 10 working days before the conference date.

7 working days before the Conference

The allocated social worker will contact the family 7 working days before the conference date to confirm how reports will be shared with the family, either secure email, posted or hand delivered. The social worker will alert the CPA as to how the family are able to receive the conference reports.

The CPA will be responsible for ensuring all completed reports are shared with those participating in the conference.

5 working days before the Conference

The allocated social worker will go through the CFA report with the family 5 working days before the conference. This should allow the views of the family and young person to be captured in the CFA. The CFA report should then be sent to the CPA so that this and other reports can be shared with the family and other professionals.

Other professionals will be asked to ensure that their reports are with the CPA 5 days before the Conference date.

3 working days before the Conference

The CPA will discuss with the family, young person (where appropriate), the social worker and the other involved professionals. This discussion will include clarifying the reports received, the recommendations and any update since the report was prepared. The discussion will follow the structure of the Mapping exercise.

The decision as to whether a child is subject to a CP plan or not will be made from the information gathered on this day.

Day of the Conference

On the day of the Conference the CPA will ensure that all involved receive the CP Conference Decisions and that the CP Plan register is updated.

Virtual LAC Review process

LAC Reviews

The process for LAC Reviews is a less involved one.

The IRO will be responsible for gathering the views of the young person, their carer, family and professionals as appropriate.

5 working days before the LAC Review

The allocated social worker will complete the LAC Review report and the invite list and alert the IRO to these being completed.

The IRO will then contact the young person, carer and others involved to gather their views, update the plan and make recommendations. This may mean a series of conversations over a number of days prior to the LAC Review date.

On the day of the LAC Review

On the day of the LAC Review the IRO will be responsible for ensuring that the minutes and recommendations are entered onto Mosaic and that the minutes are tasked to be shared with those involved.