



CHILDREN & FAMILIES
SOCIAL WORK MORAY

Child Protection Planning Meetings

A Guide for Parents, Guardians or Carers

Name of Social Worker:

Phone number:

Email:

If you need this leaflet in another language or format text box
please email equalopportunities@moray.gov.uk



We all want to ensure the safety and welfare of children

If you and your child have recently been involved in a child protection process, you may have been told that a child protection planning meeting will be held.

This is a meeting which brings people together to:

- Share information and talk about the concerns and strengths.
- Decide how to keep the child safe and their needs met.
- Decide if the child's name should be placed on the Child Protection Register.

The role of children, young people, parents and carers is very important to the child protection process. This leaflet will help you understand what happens before, during, and after the child protection planning meeting and the support available to you.

Before the meeting

Your social worker will explain to you why the meeting is being held and help to answer any questions you have.

Your voice is important; think about what help and support your family would like from the services. It might be helpful to think about:

- the good things about your family life
- what support and help you and your family need
- what you think you, or others, could do to make things better
- what you think needs to happen after the meeting

You can share your views in many ways – like writing a letter or recording a video of yourself speaking.



People who will be at the meeting

The meeting involves your child, you, and the professionals who support your child and family. You can also have a friend or family member there to support you.

You will know many of the people who attend the meeting as they will come from your child's school, health or housing provider.

There may also be practitioners who you haven't met but have important information or support they can offer.

The person in charge of the meeting is called the independent reviewing officer. They make sure everyone gets the chance to speak and what they have to say is listened to.

You and your child can be supported by an independent advocate who can help speak up on your behalf to make sure your views and wishes are shared.

There is more information about advocacy on the back page.





During the meeting

Someone will take notes of what is said at the meeting so there's a record of what happens.

The first part of the meeting will talk about concerns and the strengths related to your family. Police information will also be shared. Everyone will have the opportunity to speak and ask questions.

The second part of the meeting will develop a plan to help keep your child safe and make sure their needs are met. The plan will make sure you have the support from services you and your family need.

In the final part of the meeting, practitioners will decide whether or not to place your child's name on Child Protection Register.

The Child Protection Register is a confidential list of children in the community who need additional help and support to be safe. Who gets to see the Child Protection Register is strictly controlled. However, information will be shared with key people involved with you or your child in other agencies, such as health or education. Information is only shared with those who need to know.

The professionals will also decide whether a referral should be made to the Children's Reporter.



What will happen next?

After the meeting, you will get the minutes of the meeting.

If your child's name is placed on the Child Protection Register, your child's plan developed at the meeting will be called a child protection plan. You'll get a copy of the plan. A social worker will be the lead professional for the plan and work closely with you and your family.

However, if the decision is made not to add your child's name to the Child Protection Register, then the plan created in the meeting will be what's called a child in need plan.

Whatever plan is made with you for your child, it will be reviewed regularly to make sure you and your family have the support you need and things are getting better.

You will be invited to review meetings and reports on the progress of the plan and other updates will be provided by support agencies. Everyone will again have a chance to speak and be listened to before any decisions are made about what happens next.

Where progress has been made and the risks to your child have been reduced, your child's name may be removed from the Child Protection Register. You and your child may still receive support if this is needed.

Complaints and appeals

If you have concerns about what happened at a child protection planning meeting, you can make a complaint or appeal the decision.

If you have concerns about the process or the behaviour of a professional, you can make complaint. There is information on the Moray Council website: http://www.moray.gov.uk/moray_standard/page_1379.html

You also have a right to appeal if you or your child do not agree with the decision made at the child protection planning meeting. The appeal should be made in writing within 14 days of the meeting. Your reviewing officer can give you further information and support you with this. You will receive a full response, in writing, to your appeal within 14 days.



Advocacy

Throughout child protection processes, you and your child will be offered independent advocacy by the Social Work Department. An advocate is a person who can represent you and support your involvement in the child protection process and meetings with professionals.

The Social Work Department is also here to answer any questions you have.

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More information

More information of child protection can be found on the Moray Council website at:

http://www.moray.gov.uk/moray_standard/page_55497.html



Contact Information

Access team (Social Work)	01343 554370
West team (Social Work)	01343 557922
East team (Social Work)	01542 837236
Out of hours team (Social Work)	03457 565656
Police	101
NHS	111
Quarriers (advocacy)	01343 611411

