

Cwm Taf Safeguarding Children Board

Practice Guidance – Core Group Meetings

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CORE GROUPS - Purpose

The purpose of the Core Group is to manage and develop the detailed implementation of the Child Protection Plan, based on the outcome focused outline Child Protection Plan set out at the Child Protection Conference.

Members

The Core Group needs to comprise:

- Key professionals from agencies involved with the child or their family.
- Parents
- Child / young person
- Child's carers (foster carers or residential carers)

Members of the Core Group have joint responsibility for the development and implementation of the Child Protection Plan, refining it as needed and monitoring it against specified objectives in the plan.

Role

The role of the Core Group is to:

- Develop implement, monitor and review the Child Protection Plan, specifically any identified risks
- Identify and resolve any barriers to achieving the objectives of the plan
- Make explicit the roles, tasks and expectations of both family members and of each agency within the Child Protection Plan
- Ensure that the Child Protection Plan is SMART (Succinct , Measurable, Achievable and Realistic)
- Consider reconvening a Child Protection Conference in cases where the plan is not effective in safeguarding the child / young person
- Make recommendations to subsequent review Child Protection Conferences

The role of the Chair of the Core Group Meeting

The key worker **must not** chair the Core Group. The Chairing of the meeting needs to be undertaken by another member of the Group and this person can be identified at the initial conference.

The key worker responsibility is to:

- Ensure that the tasks set are fully understood and addressed
- Make sure that the outline Child Protection Plan is developed into a more detailed interagency plan and update/amended as necessary
- Decisions not to implement any aspect of the plan should be subject to approval at a Child Protection Conference

- Coordinate the contributions of family members and other agencies and plan actions that need to be taken
- Review progress against objectives set out in the plan

The responsibility of other members will be:

- To attend and participate honestly and openly in Core Group meetings
- To Chair the Core Group Meetings
- To carry out agreed tasks including contributing to the core assessment, or assessment tool for neglect
- To alert the key worker to any new concerns or change in circumstances
- To alert the key worker to any issues of non-compliance
- To contribute to the evaluation and analysis of the work undertaken and of the ongoing needs including risks
- To provide a report to the Child Protection Conference in relation to the progress of the Child Protection Plan

Core Group Frequency

The Core Group needs to meet within a maximum of 10 working days of the Initial Child Protection Conference. Thereafter it needs to meet at least every six weeks but can be must be more often if that is what is required to safeguard the child. The reason for the increased frequency of Core Groups needs to be recorded in the Child Protection Conference record and once set by the Conference cannot be changed unless agreed at a subsequent Conference.

Venue

The venue for the Core Group should be at a place and time that is not only convenient for the professionals involved, but also for the family. It should be held in as comfortable and suitable environment as possible, free of interruption and disruption. Core Group Meetings should not take place at the family home.

Record of the Core Group Meeting

A record must be taken of the Core Group Meeting using the CTSCB recording format. The record should be circulated as soon as practicable, within 5 working days. The record should be made by a core group member who is not chairing the meeting. The Child Protection Plan developed at the final Core Group Meeting prior to Child Protection Conference must be presented at the Child Protection Conference.

Family Support

The Core Group will work closely with the family in developing and delivering the plan. This will mean ensuring that the core group members have a clear

and detailed understanding of the type and nature of support that is available within the family network and what this means for the child and parents / carers. This involves testing assumptions about the support that is available.

Deciding not to implement any aspect of the Child Protection Plan

If the Core Group Members decide that any aspect of a Child Protection Plan is no longer necessary, this aspect of the plan should return to the Conference for consideration and ratification.

Risk Taking Behaviour

Young people whose cases have been managed under the Risk Taking Behaviour Protocol will be the subject of a risk management plan developed at strategy meeting. This risk management plan then forms the basis of the Protection Plan arises in Conferences and is developed worked upon subsequently by the Core Group or in the way set out here.

Non Cooperation

The core group need to refer to the Multi Agency Protocol on Working with Families who are not Co-operating with Safeguarding Concerns.

Disagreement Among Professionals About the Child Protection Plan

If there is disagreement amongst those attending the Core Group about the Child Protection Plan, professionals should refer to the Professional Disagreement Protocol

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Record of a Core Group Meeting on XXXXXX date at XXXX time at XXXX place

Date of Registration	Date of last Conference	Date of next Conference	Date of Initial Core Group	Dates of subsequent Core Groups

In respect of:

Children's Names	DOBs

Attendance

Name/Role	Invited	Attended	Apologies	No information

Dates when children / young person was last seen by each member of the core group

(Noting whether child was seen alone / out of home)

Plan Aims

What are the risks that this plan is aiming to reduce for _____ ?

What overall outcome are the family and agencies hoping to achieve for _____ ?

What do the family consider could make the biggest differences in their life to make things better for _____

What does _____ consider could make the biggest differences in *his/her* life to make things better?

What is going well?

Progress with the Child Protection Plan

Child Development

What needs to be achieved?	How this will happen?	Who will be responsible?	When will this start	When will this end	Record of Progress / Any Barriers to Progress	How will we know when this has been achieved?

Parental Capacity

What needs to be achieved?	How will this happen	Who will be responsible?	When will this start	When will this end	Progress / Any Barriers to Progress	How will we know when this has been achieved?

Family and Environmental Factors:

What needs to be achieved?	How will this happen	Who will be responsible?	When will this start	When will this end	Progress / Any Barriers to Progress	How will we know when this has been achieved?

People involved in this plan – Core Group Members

Name	Relationship to _____	Organisation	Agreed to Plan?	Signature

** If anyone does not agree with the plan, their comments will be shown below*

New concerns, significant events and actions

What will happen if there are concerns, or the plan is not working?

Date of next Core Group Meeting:
