



# Multi-agency Standards

for Child Protection

Wirral Safeguarding  
Children Board

July 2016



WIRRAL  
SAFEGUARDING  
CHILDREN BOARD

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## 1. Introduction

*An effective multi-disciplinary, interagency approach to child protection work is essential to secure the best outcomes for our most vulnerable children and young people.*

*It is a difficult and complex area of work which requires a shared commitment, effective communication and a focus on achieving the best outcomes for children.*

*The standards reflect the requirements of Working Together 2015 and will develop and change over time to ensure they always reflect statutory guidance and best practice.*

*The standards are an important part of the overall framework to deliver continuous improvement in child protection services. They are intended to be useful for practitioners working with young people and their families and they should also help families and the community to understand how different organisations work together to safeguard and protect children and young people*

*The Wirral Safeguarding Children Board will regularly review the standards and audit compliance and effectiveness to ensure consistency of practice to improve outcomes for children and young people.*

## 2. Strategy Discussion Meetings

A Strategy Discussion is normally held following a referral or assessment which indicates that a child has suffered or is likely to suffer Significant Harm. A meeting will take place in the majority of cases as this is the most effective means of having the discussion. The purpose of a Strategy Discussion is to determine whether there are grounds for a Section 47 Enquiry.

	Standard	Criteria
1	Strategy discussions are held whenever there is reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm	<p>The need for a Strategy Discussion will be identified:</p> <ul style="list-style-type: none"> <li>• At the point of referral</li> <li>• During an assessment</li> <li>• During the management of a case open to children’s social care</li> <li>• During the interagency checks and information gathering stage,</li> </ul>
2	If required a strategy discussion will take the form of a meeting (strategy discussion meeting)	<p>A strategy discussion may take the form of a multi-agency meeting or phone calls and more than one discussion may be necessary.</p> <p>Strategy discussion meetings which are face to face meetings are more effective and should always be convened where possible. However, this should not delay the strategy discussion taking place at the earliest opportunity.</p>
3	Membership is appropriate to the needs of the child or their situation	<p>Convened by Children’s Social care</p> <ul style="list-style-type: none"> <li>• Essential quoracy – In accordance with Working Together 2015 it is best practice for strategy discussions/ meetings to include Children’s Social care, Health and the Police; however it is recognised that on occasion there may be a need for an urgent strategy discussion to take place which must at a minimum include CSC and the Police</li> <li>• Children’s Social care will invite all other agencies which hold or need to be given relevant information about the child (e.g. schools and health)</li> </ul>

## 2. Strategy Discussion Meetings

	Standard	Criteria
4	<p>Strategy Discussion Meetings are held within agreed timescales.</p>	<p>Strategy Discussion Meetings should be convened whenever there is reasonable cause to suspect that a child is suffering or likely to suffer immediate harm. The discussion should be held as soon as possible with the following timescales set for the most urgent cases by the WSCB:</p> <ul style="list-style-type: none"> <li>• On the same day as the receipt of the referral where a serious risk of harm to the child (e.g. serious physical injury or serious neglect) is alleged or where the allegation is of penetrative sexual abuse.</li> <li>• Within one working day where immediate action is required by either agency.</li> </ul>
5	<p>Strategy Discussion Meetings will have an agenda, noting all areas laid out in the WSCB child protection procedures:</p> <p><a href="http://wirrallscb.proceduresonline.com/">http://wirrallscb.proceduresonline.com/</a></p>	<p>The discussion should be used to:</p> <ul style="list-style-type: none"> <li>• share available information;</li> <li>• agree the conduct and timing of any criminal investigation; and</li> <li>• decide whether enquiries under section 47 of the Children Act 1989 should be undertaken.</li> </ul> <p>Where there are grounds to initiate an enquiry under section 47 of the Children Act 1989, decisions should be made as to:</p> <ul style="list-style-type: none"> <li>• what further information is needed if an assessment is already underway and how it will be obtained and recorded;</li> <li>• what immediate and short term action is required to support the child, and who will do what by when; and</li> <li>• whether legal action is required.</li> </ul> <p>Social workers with their managers should:</p> <ul style="list-style-type: none"> <li>• convene the strategy discussion and make sure it:</li> <li>• considers the child's welfare and safety, and identifies the level of risk faced by the child;</li> <li>• decides what information should be shared with the child and family (on the basis that information is not shared if this may jeopardise a police investigation or place the child at risk of significant harm);</li> <li>• agrees what further action is required, and who will do what by when, where an EPO is in place or the child is the subject of police powers of protection;</li> <li>• records agreed decisions in accordance with local recording procedures; and</li> <li>• follows up actions to make sure what was agreed gets done.</li> </ul>

## 2. Strategy Discussion Meetings

	Standard	Criteria
5	Continued..  Strategy Discussion Meetings will have an agenda, noting all areas laid out in the WSCB child protection procedures:  <a href="http://wirrallscb.proceduresonline.com/">http://wirrallscb.proceduresonline.com/</a>	The Police should: <ul style="list-style-type: none"> <li>• discuss the basis for any criminal investigation and any relevant processes that other agencies might need to know about, including the timing and methods of evidence gathering; and</li> <li>• lead the criminal investigation (local authority children’s social care have the lead for the section 47 enquires and assessment of the child’s welfare) where joint enquiries take place.</li> </ul>
6	Strategy Discussion Meetings will formulate clear actions	<ul style="list-style-type: none"> <li>• actions will include timescales, agency and individual responsibility including the timing of police investigations and relevant methods of evidence gathering.</li> <li>• actions will reflect the requirement to convene an Initial Child Protection Conference within 15 working days of the strategy discussion</li> <li>• the mechanism and date for reviewing the completion of agreed actions (i.e. further Strategy Discussion Meetings in complex cases)</li> </ul>
7	Strategy Discussion Meetings will have defined outcomes	<p>The possible outcomes from the Strategy Discussion Meeting can be to:</p> <ul style="list-style-type: none"> <li>• Undertaking joint s.47 Enquiries</li> <li>• Undertaking of a Police investigation—single agency</li> <li>• Convene an Initial Child protection Conference</li> <li>• Undertake an appropriate assessment—single or multi-agency e.g. Section 47/ Section 17/ CAF</li> </ul> <p>The meeting will decide what information can be shared, especially with parents</p>

## 2. Strategy Discussion Meetings

	Standard	Criteria
8	Professionals are supported to escalate concerns and to request that a conference is convened	<ul style="list-style-type: none"> <li>If Children's Social Care decide not to proceed with a child protection conference, other professionals involved with the child and family have the right to request that a conference is convened, if they have serious concerns that a child may not be adequately safeguarded</li> </ul>
9	The outcome of the S47 enquiry will be shared with the relevant multi-agency professionals, including members of the Strategy Discussion Meeting	<p>Outcomes will be shared in a number of ways:</p> <p>(a) Reconvened Strategy Discussion Meetings where:</p> <ul style="list-style-type: none"> <li>The circumstances are particularly complex or unknown</li> <li>Enquiries have been delayed</li> </ul> <p>(b) Through an Initial Child Protection Conference</p> <p>(c) By phone/email where the above does not apply</p> <p>Any significant change to the outcome of the S47 enquiry must be endorsed by the original Strategy Discussion Meeting members.</p>

### 3. Child Protection Conferences

Child Protection (CP) Conferences are convened where children are considered to be at risk of Significant Harm. CP Conferences bring together family members (and the child where appropriate) and supporters/advocates, and those professionals most involved with the child and family to plan and review how best to reduce risk to an individual child

	Standard	Criteria
1	<p>An Initial Child protection Conference (ICPC) will be held whenever a child is judged to suffer, or be at risk of suffering, significant harm</p> <p>The decision is made by children's social care. Requests by involved professionals for a conference will normally be agreed</p>	<p>When one or more of the following criteria is met:</p> <ul style="list-style-type: none"> <li>• Harm caused by person whom child lives or has significant contact with</li> <li>• Harm due to failure on part of parent/carer</li> <li>• Risk to an unborn child</li> <li>• Where person posing a risk has joined or plans to join the family</li> <li>• When an EPO has been obtained</li> <li>• Where application for a court order has been refused but agencies consider risk remains</li> <li>• Where child with CPP moves to the authority</li> <li>• Where CPP was not made/discontinued due to an agreed plan to protect the child, but plan has significantly changed</li> <li>• Child has died as a result of parenting/care received and there are other children in the family</li> </ul>
2	<p>Conferences are convened within the 15 working days timescale</p>	<p>ICPC takes place within <b>15 working days</b> of:</p> <ul style="list-style-type: none"> <li>• The strategy discussion meeting</li> <li>• Notification from another authority that a child has moved to Wirral</li> <li>• Where EPO in place, in time to agree the next steps</li> </ul> <p>The first review conference takes place within three months of the ICPC. Subsequent reviews are held at intervals of not more than six months (unless a pre-birth conference – standard 15)</p>



### 3. Child Protection Conferences

	Standard	Criteria
3	All Child Protection Conferences will be chaired by an Independent Reviewing Officer (IRO)	<ul style="list-style-type: none"> <li>• IROs must be social work professionals with HCPC registration</li> <li>• IROs should have experience of providing social work supervision</li> <li>• The IRO is independent of case management</li> <li>• The same IRO should chair all subsequent conferences for a child where possible</li> </ul>
4	Membership of Conferences is appropriate to the child's case	<ul style="list-style-type: none"> <li>• Conferences are requested by a Team Manager</li> <li>• Requests by involved professionals for a conference will normally be agreed i.e Police or Health agencies</li> <li>• Location and timing of conferences will be planned to ensure maximum attendance from most critical attendees</li> <li>• Members should have sufficient professional expertise and/ or knowledge of the child/family to contribute effectively to the discussion.</li> <li>• The LA Solicitor will be invited to all pre Birth Conferences and they will be invited to any other conference if it is thought appropriate</li> <li>• All professionals must submit a written report three working days before the conference and arrange a well-briefed agency representative to attend and speak to the report</li> <li>• A professional observer must have agreement of the IRO and the child/parents or carer</li> <li>• All professionals will arrive at least 30 minutes before the Conference begins and will read all the agency reports</li> </ul>
5	Conferences will be quorate	<ul style="list-style-type: none"> <li>• As a minimum attendance there should be Children's Social care and at least two other professional groups or agencies that have direct contact with the child</li> </ul>



### 3. Child Protection Conferences

	Standard	Criteria
6	Parents/Carers will be involved in the Conference process	<ul style="list-style-type: none"> <li>• The Social Worker should ensure parents have sufficient information to make a meaningful contribution to the meeting. Professionals are expected to share their report with parents before the conference (Standard 9)</li> <li>• Written information about the conference system and the complaints procedure will be supplied to parents in advance of the meeting by the Social Worker</li> <li>• Parents may bring a supporter or Solicitor to the Conference. The Solicitor will be in the capacity of a friend/ supporter unless the LA Solicitor is also present</li> <li>• All equality issues will be identified and taken into account</li> <li>• Access to additional support services such as interpreters will be provided by Children’s Social care</li> <li>• The IRO will meet the parents before the Conference to confirm the above</li> <li>• Children’s Social care will support alternative arrangements for child care to support parents/carers in their attendance.</li> </ul>
7	The voice, wishes and feelings of children and young people will be an integral part of the Conference process	<ul style="list-style-type: none"> <li>• The child/ young person must be given opportunity to contribute to the Conference, subject to their age and understanding – this may involve attendance.</li> <li>• The Social Worker ensures children have sufficient information to make a meaningful contribution.</li> <li>• Written information about the conference/ and Complaints procedure will be provided for older children.</li> <li>• Children who attend may bring a supporter or an advocate to the Conference.</li> <li>• All equality issues will be identified and taken into account.</li> <li>• The IRO, in consultation with the Social Worker will decide the nature and extent of attendance of a child/ young person.</li> <li>• The IRO will meet the child if they attend before the Conference to confirm the above.</li> <li>• If the child/ young person does not attend, the Social Worker will convey the child’s wishes and will give them the opportunity to record their views and wishes in a variety of ways. The Social Worker will provide the young person with feedback on the outcome of the Conference</li> </ul>

### 3. Child Protection Conferences

	Standard	Criteria
8	Agencies will all provide written reports to the Conference	<ul style="list-style-type: none"> <li>• All reports should be made available to the Chair <b>three working days</b> before the ICPC and <b>five working days</b> before a review conference (RCPC). Reports will be sent to the safeguarding unit secure email—<a href="mailto:safeguarding@wirral.gcsx.gov.uk">safeguarding@wirral.gcsx.gov.uk</a></li> <li>• All reports should be shared by the authors (or a representative) with parents (and child if appropriate) at least two working days before the ICPC and five working days before an RCPC.</li> <li>• All reports should comply with the standards for WSCB reports to child protection conferences, and will be completed using the agreed WSCB template</li> <li>• Reports from the Social Worker should be written in line with the template on Liquidlogic and will be quality assured by the Team Manager</li> <li>• Agencies will bring 10 copies of their report to the Conference to share with other professionals</li> </ul>
9	All Conferences within Wirral will follow a set format	<p>All Conferences will follow either an ICPC or RCPC agenda, which will be available in written form at the meeting. This will ensure that the conference elicits:</p> <ul style="list-style-type: none"> <li>• Reasons why the conference is being convened</li> <li>• Summary of the incident(s) of concern</li> <li>• All available evidence obtained through S47 enquiries and assessment</li> <li>• Written contributions from agencies and family members</li> <li>• The views of all agencies represented at the conference</li> <li>• The views expressed by family members</li> </ul> <p>The chairperson will decide if the child should be subject to a Child Protection Plan (CPP) having taken into account the views of other professionals.</p>

### 3. Child Protection Conferences

	Standard	Criteria
10	Outline Child Protection Plans (CPP) are made when thresholds for concern for a child are met	<p>Threshold for making a Child Protection Plan (CPP):</p> <ul style="list-style-type: none"> <li>• The child can be shown to have suffered ill-treatment or impairment of health or development as a result of physical, emotional or sexual abuse or neglect, and professional judgment is that further ill-treatment or impairment are likely, or</li> <li>• Professional judgment, substantiated by the findings of enquiries in this individual case or by research evidence, is that the child is likely to suffer ill-treatment or the impairment of health or development as a result of physical, emotional or sexual abuse or neglect. The category for the CPP will be decided by the IRO following discussion at the initial conference</li> </ul> <p>The Conference minutes will record clearly any dissent to decisions made and the reasons why. Professionals have recourse to the multi-agency escalation procedure and families can be directed to the appeals procedure.</p>
11	Where a Child Protection Plan is decided on	<ul style="list-style-type: none"> <li>• A Social Worker will be allocated for each child with a CPP</li> <li>• The Conference will devise an outline child protection plan with clear actions, outcomes and timescales</li> <li>• The IRO (in consultation) will determine the category or abuse or neglect that best reflects the concern for the child</li> <li>• The category used should reflect the primary concern – either sexual, physical, neglect or emotional abuse. Emotional abuse is usually present in all categories but will only be the primary concern if it is severe and persistent</li> <li>• Exceptionally more than one category may be used – these will be audited by the Safeguarding Unit Service Manager</li> </ul> <p>The suggested frequency of visits may be stipulated in the outline Child Protection Plan in accordance with the level of risk but visits will never exceed intervals of more than 3 weeks.</p>

### 3. Child Protection Conferences

	Standard	Criteria
12	Where a Child Protection Plan is not made, plans to support the child must be considered by the conference	<ul style="list-style-type: none"> <li>• The Assessment will be continued after the conference (with appropriate consents in place).</li> <li>• The need for a Child in Need Plan must be considered and if agreed, the IRO will set the date of the CIN Meeting and outline a CIN plan with conference members to hold until this time.</li> </ul>
13	Administrative and complaint arrangements for Child Protection Conferences will be clear	<p>The allocated social worker will ensure that the outline plan is shared with the parent/s following the conference in a meeting as soon as possible. A hard copy of the plan will also be provided to the parent/s at the end of the conference. If the parent/carer does not attend the conference the outline plan will be sent to them by registered post with a covering letter.</p> <p>Conference minutes will be sent out within 15 working days of the conference.</p> <p>The minutes are confidential and require consent of the IRO or the Safeguarding Unit Service Manager to be passed to third parties.</p> <p>The WSCB multi-agency escalation procedure will be followed where there are difficulties.</p> <p>Complaints about the Child Protection Conference process should be made in line with the WSCB Child Protection Conferences Appeals Procedure.</p>

### 3. Child Protection Conferences

	Standard	Criteria
14	Pre-Birth Child Protection Conferences will safeguard unborn children	<ul style="list-style-type: none"> <li>• Must be held within 15 days of a Strategy Discussion Meeting decision that an unborn child is at risk.</li> <li>• Midwifery Services must be represented in the meeting.</li> <li>• The Social Work report must include the assessment with conclusions and actions for the future</li> <li>• A CPP will be made where there is risk of significant harm.</li> <li>• The CPP will set out actions to be taken immediately after the baby's birth with any intention to seek a Court Order as part of the plan.</li> <li>• Where a removal of the baby from the care of parents is the plan, a separate planning meeting will be convened by Children's Social care to detail the steps to be taken.</li> <li>• A RCPC will be held within one month of the child's birth or within three months of the date of the Pre-Birth Conference, whichever is sooner.</li> <li>• A pre-birth conference can only be called when the pregnancy has at least reached 16 weeks and is viable.</li> </ul>
15	Transfer in Child Protection Conferences will be held in line with Working Together 2015	<ul style="list-style-type: none"> <li>• The Transfer in CPC will be held within 15 working days of being notified of the move.</li> <li>• The Social Worker from the originating authority, with significant contributions to the CPP, will be invited to the Transfer in CPC.</li> <li>• Receiving agencies must ensure they have obtained relevant information from their counterparts in the originating authorities.</li> <li>• Only after this event may the original local authority discontinue its child protection plan.</li> </ul>

## 4. Reports to Child Protection Conferences

	Standard	Criteria
1	All reports by professionals will be submitted to the IRO Team in line with agreed timescales	<p>Reports should be made available to the IRO at least three working days before an ICPC and five working days before an RCPC.</p> <p>Reports are required whether or not the professional is able to attend the conference.</p>
2	All professional reports will be shared with the parents or carers (and the child if appropriate)	All reports should be shared by the authors (or a representative) with parents (and child if appropriate) at least two working days before the ICPC and five working days before an RCPC.
3	Reports from professionals will be written to a standard format. A proforma to support this is sent from the Safeguarding Unit.	Reports will be completed in the agreed format on the agreed template.
4	Reports and other documents will be securely transmitted	All professionals should comply with their agency's policies for the secure transmission of data – whether written or electronic
5	<p>Reports will be presented in a format understood by the parents and where applicable, the child</p> <p>Reports from the Social Worker should be written in line with the template on Liquidlogic</p>	<p>Reports can be translated into different languages by Children's Social Care where English is not the parent's or child's first language.</p> <p>Agencies are responsible for translation of reports into different formats. This should be completed in line with the individual agency's communication policy.</p> <p>Any difficulties in the formatting of reports should be reported to the IRO prior to the ICPC</p>

## 5. Child Protection Conference Documents/Minutes

Outline Child Protection Plans and Conference minutes will be sent to all families and professionals.

	Standard	Criteria
1	A chair's letter will be sent following each Conference to outline the decisions that were made	<p>The chair's letter will be:</p> <ul style="list-style-type: none"> <li>• Sent to all parents, children where applicable and professionals.</li> <li>• Sent within one working day of the conference.</li> </ul> <p>The chair's letter will include the outcome of the Conference, and if agreed the:</p> <ul style="list-style-type: none"> <li>• Outline Child Protection Plan.</li> <li>• Date and time of the Core Group.</li> <li>• Date and time of any Review CPC.</li> <li>• Outline CIN Plan – where CPP not made.</li> </ul>
2	Conference minutes will be distributed by the Safeguarding Unit in line with agreed timescales	<p>The conference minutes will be:</p> <ul style="list-style-type: none"> <li>• Sent to all parents, children where appropriate and professionals.</li> <li>• Sent within 15 working days of the conference.</li> <li>• Presented in a format understood by the parents, and where applicable the child.</li> </ul>
3	Amendments may be made to the minutes	Parents and agencies should contact the Safeguarding unit within ten working days of receipt of the minutes where there are inaccuracies. The Chairperson may decide to make amendments at this time and will contact the family and agencies with a letter to this effect within fifteen working days of the minutes being sent out.
4	The Conference minutes are confidential	<p>The Conference minutes are confidential and should not be passed by professionals to third parties without consent of the Chairperson.</p> <p>Minutes should be stored securely by agencies in line with individual policies and data protection legislation</p>



## 6. Child Protection Plan

Actions and Responsibilities to creating an effective and purposeful Child Protection Plan

	<b>Standard</b>	<b>Criteria</b>
<b>1</b>	The purpose of the Child Protection Plan is clearly understood	<p>The aim of the child protection plan is to:</p> <ul style="list-style-type: none"> <li>• ensure the child is safe from harm and prevent him or her from suffering further harm;</li> <li>• promote the child’s health and development; and</li> <li>• support the family and wider family members to safeguard and promote the welfare of their child, provided it is in the best interests of the child.</li> </ul>
<b>2</b>	The Social Workers responsibility towards the Child Protection Plan is understood	<p>The Social Worker will:</p> <ul style="list-style-type: none"> <li>• develop the outline child protection plan into a more detailed inter-agency plan and circulate to relevant professionals (and family where appropriate);</li> <li>• ensure the child protection plan is aligned and integrated with any associated offender risk management plan;</li> <li>• undertake direct work with the child and family in accordance with the child protection plan, taking into account the child’s wishes and feelings and the views of the parents in so far as they are consistent with the child’s welfare;</li> <li>• complete the child’s and family’s in-depth assessment, securing contributions from core group members and others as necessary;</li> <li>• explain the plan to the child in a manner which is in accordance with their age and understanding and agree the plan with the child;</li> <li>• consider the need to inform the relevant Embassy if the child has links to a foreign country;</li> <li>• coordinate reviews of progress against the planned outcomes set out in the plan, updating as required.</li> <li>• record decisions and actions agreed at core group meetings as well as the written views of those who were not able to attend, and follow up those actions to ensure they take place.</li> <li>• lead core group activity.</li> </ul>

## 6. Child Protection Plan and Core Groups

Actions and Responsibilities to creating an effective and purposeful Child Protection Plan

	<b>Standard</b>	<b>Criteria</b>
<b>3</b>	The partnership responsibility to the Child Protection Plan through the Core Group is understood	Partner agencies, through the Core Group will: <ul style="list-style-type: none"><li>• meet within 10 working days from the initial child protection conference if the child is the subject of a child protection plan;</li><li>• further develop the outline child protection plan, based on assessment findings, and set out what needs to change, by how much, and by when in order for the child to be safe and have their needs met;</li><li>• decide what steps need to be taken, and by whom, to complete the in-depth assessment to inform decisions about the child's safety and welfare; and</li><li>• implement the child protection plan and take joint responsibility for carrying out the agreed tasks, monitoring progress and outcomes, and refining the plan as needed.</li></ul>

## 7. Core Groups

A Core Group of professionals, including the Lead Social Worker, are responsible for keeping the Child Protection Plan up to date and co-ordinating inter-agency activities within it.

	Standard	Criteria
1	Core Group membership is appropriate to the needs of the child and their case	<p>Chaired by the Team Manager or lead Social Worker</p> <p>Attendees include:</p> <ul style="list-style-type: none"> <li>• The lead Social Worker</li> <li>• The child (if appropriate)</li> <li>• Family Members</li> <li>• Professionals who have direct contact with the family</li> <li>• Specialists invited to provide advice or consultation</li> </ul> <p>The first Core Group meeting must be chaired by a Team Manager. The Core Group should elect a deputy Chair</p> <p>Where the Core Group is recommending the end of the Child Protection Plan this meeting must also be chaired by a Team Manager</p> <p>Core Group meetings will be minuted and the minutes circulated to all members. A rota system will be used for minutes amongst Core Group members</p>
2	Contact visits by the social worker will take place within agreed timescales	<p>The frequency of visits will be stipulated in the Child Protection Plan in accordance with the level of risk but will never exceed intervals of more than 3 weeks. This must include seeing and speaking to the child alone or seeing a baby when awake between each child protection conference. The visit will assess:</p> <ul style="list-style-type: none"> <li>• whether the child is safe and well</li> <li>• the level of risk faced by the child and whether the child is being protected</li> <li>• how well the child's needs are being met</li> </ul>
3	Core Groups are held within agreed timescales	<ul style="list-style-type: none"> <li>• The Core Group should meet within 10 days of the Initial Child Protection Conference.</li> <li>• Thereafter meet sufficiently regular to achieve the objectives set out in the plan at a minimum of once every six weeks, and typically once every 4 weeks.</li> </ul>

## 7. Core Groups

	Standard	Criteria
4	The Core Group should address the areas of significant concern identified within the Outline Child Protection Plan and produce specific objective that achieve lasting change	<ul style="list-style-type: none"> <li>• The Core Group should monitor the progress of the plan against the specified objectives.</li> <li>• The Core group should produce a detailed and robust Child Protection plan with agreed and measurable outcomes for the child or young person</li> <li>• The Core Group will amend the plan as and when requires to ensure that outcomes are achieved</li> <li>• Core Groups should be informed when any new referral is received for the child or for a member of their family. In some cases a new referral may require the Core Group to reconvene to consider the information or the child's new conference to be brought forward.</li> <li>• The Core Group must meet 10 days prior to a review conference being held. The Core Group will provide recommendations for the review conference</li> </ul>
5	Appropriate support for families will be provided	<ul style="list-style-type: none"> <li>• Core group venues will be accessible, and any special needs of those attending will be catered for.</li> <li>• Core group meetings will be held at a time and place suitable to family members and professionals.</li> <li>• The membership of core groups will be kept as small as possible to facilitate family involvement.</li> <li>• Family members attending a core group for the first time will be prepared by the social worker and the purpose of the meeting explained.</li> <li>• The views and any disagreements of family members or professionals will be recorded in the minutes of the core group meeting. Any attempts at resolution should also be recorded before invoking the Wirral Safeguarding Children Board Escalation procedure.</li> </ul>

## 7. Core Groups

	Standard	Criteria
6	<p>Agencies will be accountable for the decisions, recommendations and plans agreed at Conferences, Reviews and Core groups</p>	<ul style="list-style-type: none"> <li>• All agencies should comply with the WSCB standards relating to Child Protection Conferences and Reviews.</li> <li>• There should be written notes of the Core Group meeting, to include decision, agreed actions and refinements to the Child protection Plan.</li> <li>• The notes are to be distributed to Core Group members, relevant family members and the Chair of the Conference.</li> <li>• All information relating to the child/young person should be recorded in the case file on Liquidlogic.</li> <li>• Where agency representatives, either in the Initial Conference, Core Group or Review agree tasks, the respective agency is responsible for ensuring that the action is carried out within the timescales agreed.</li> <li>• Issues arising from an agency's inability to complete an agreed task should be notified to the lead Social Worker.</li> <li>• Any professional resolution required should follow the WSCB agreed process and should be monitored</li> </ul>

## 8. Child Protection Review Conference Standard

The purpose of the review conference is to review whether the child is continuing to suffer, or is likely to suffer significant harm.

	Standard	Criteria
1	Professionals attending the conference are actively involved in the review	<ul style="list-style-type: none"> <li>• The Social Worker produces and presents a report for the review conference. This must represent the views of the core group and the progress made by agencies working with the child and their family</li> <li>• All professionals who are working with the family to reduce risk to the child(ren) must attend the conference</li> </ul>
2	The review conference will agree whether the child(ren) should remain on a Child Protection plan	<ul style="list-style-type: none"> <li>• If the child ceases to have a CP plan at the <b>first</b> review, the decision must be jointly ratified by the Senior Manager for Children's Services and the Safeguarding Unit Service Manager</li> <li>• Professionals will present their view about whether the child is continuing to suffer or likely to suffer significant harm which will inform the decision whether to discontinue the child protection plan or not.</li> <li>• The possible outcomes from the child protection review conference are:               <ul style="list-style-type: none"> <li>◇ Agreement to continue the child protection plan</li> <li>◇ Discontinue the plan but the child has a Child in Need plan or a Team Around the Family intervention for at least 3 months</li> <li>◇ The case is closed to services—may happen in exceptional circumstances, team manager and IRO will provide rationale for doing so</li> </ul> </li> </ul>