****

**Practitioner Guidance:**

**Holding a Multi-Agency Child Exploitation (MACE) Meeting**

A MACE should take place following the completion of a Child Exploitation Risk Assessment in all cases where the risk level is assessment as Moderate and Significant and, in most cases, where the risk is Emerging/Reducing. A MACE Meeting is not required where the risk is very low, and the assessing practitioner is satisfied that there are enough protective factors in place to keep the child or young person safe.

MACE Meetings should be held frequently as the exploitation of children and the associated risks can escalate very quickly and a robust and regularly reviewed plan is required to ensure all the professionals and the parents/carers are able to monitor and respond to changing risk.

**Who should be involved in the MACE Meeting?**

The strategy discussion should be convened by children’s social care where there is a Moderate or Significant risk identified, or the lead practitioner where there is an emerging or reducing risk. The exact make-up of the MACE will vary depending on the circumstances of the presenting situation but the child/young person, the parents/carers and all relevant partner agencies should always be considered:

* The Child/Young Person
* The Parent/Carer
* Other protective family members
* The Assessing/Lead Practitioner
* Police
* Health
* Education

This is not an exhaustive list and it is important to consider who is in the best position to:

**Prevent Protect Pursue**

**Purpose and timing of the MACE Meeting**

MACE Meetings should be convened within 15 working days of the moderation meeting and coordinated by the Lead Practitioner (TAF) where the risk is assessed as ‘Emerging’ and the Social Care Manager where the risk is assessed as moderate or significant.

The MACE Meeting should be used to:

* Share any new information
* Agree actions required to manage and reduce risk
* Agree who is responsible for specific actions and set a timeframe
* Identify other children who may be affected – e.g. siblings or other children
* In the light of the race and ethnicity of the child and family consider how these should be considered and establish whether an interpreter will be required
* Review the CE Risk Assessment and consider what has changed since it’s completion/the last review

At each MACE Meeting, the concerns identified in the Risk Assessment should be discussed with the child (where this is considered appropriate), the family and the other professionals in the TAF. Any changes to the Risk Assessment should be made as new or changed information comes to light. It is important to be open about the concerns but mindful not to share confidential intelligence that might interfere with any Police action planned to pursue or disrupt the perpetrator/s.

It is important to review the risk level at each MACE Meeting. If there is new, verifiable information shared that raises the risk from Emerging to Moderate or Significant, the above process should be followed, and a Moderation Discussion should take place.

The lead practitioner will need to attend the Moderation Meeting which will be held the following day. This can be in person or by conference call. Please see the Child Exploitation Practitioner Guidance for more details.

**Recording the MACE Meeting**

MACE Meetings should be recorded on the MACE Meeting Template and this document will support the meeting participants consider the changing level of risk and how to formulate a risk management and reduction plan.

The plan should consider:

* **What We Are Worried About**
* **What is Working Well**
* **What Needs To Happen To Keep Child/Young Person Safer**
* **Who is responsible for completing any actions**
* **The timeframe for completing the actions** *(please wherever possible be specific – avoid the use of the word ‘ongoing’).*

The minutes of the meeting should be completed and distributed within 5 working days to all participants.