PRE-PROCEEDINGS FLOWCHART

Legal Advice Meeting

Legal test for starting the PLO process:

(1) Legal advice that the Court is likely to find that the threshold criteria for a s31(care or supervision) order is made out.

<u>AND</u>

(2) The LAM decides that the risk to a child can be managed while the LA works with the family to avoid care proceedings <u>and</u> undertakes assessments to help make a decision about what support to be offered or issue proceedings

The LAM decides if any expert assessments are <u>necessary</u> ie <u>"demanded rather than what is merely optional or reasonable or desirable."</u>

Date for PLO meeting set within two weeks of LAM

Social work assessments are the foundation of the PLO process



SW sends the draft PLO letter and PLO plan to Legal within 3 days of LAM with:

- Background records
- Last CP minutes, CP plan and Signs of Safety summary



Before the PLO Meeting

SW and Legal finalise what experts are necessary and LOIs drafted SW makes referrals for support for family/ referral for FGC/ family network meeting Legal requests reports from professionals

- Police disclosure
- reports from Health, School/ Nursery, BWA, IRIS (drugs services), Probation, Housing
- background records

Legal obtains quotes for HSTs, the SW confirms funding and sets up the sample collections SW prepares/ updates multi-agency chronology and a parenting assessment plan $\underline{\text{before}}$ the initial PLO meeting



Five days before the PLO meeting, social worker hand delivers the QA'ed PLO letter to the parents and goes through the letter with the parents



First PLO meeting (within 2 weeks)

Assessments agreed with parents and their solicitors
Parents are given dates for parenting assessment and with support agencies
Date for PLO review meeting set for 8 weeks' time
SW updates the PLO plan, QA'ed by Legal to send to parents' solicitors within 1 week



Weeks 1-8

One

Week

One week before PLO meeting

Assessments & Support begin

Parenting assessment Referral for FGC/ hold a family network meeting

Viability assessments/ sibling assessment Expert assessments SW makes sure that the family are receiving the support being offered FGC or family network meeting takes place

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First Review meeting (within 8 weeks) SW gives progress reports from the professionals supporting the family and on the assessments Week SW updates the PLO plan, QA'ed by Legal to send to parents' solicitors within 1 week 8-16 Complete the assessments Weeks 8 **Legal Advice Meeting** Review PLO process and either decision to issue, step down or to extend PLO process for further 6 weeks if the parents are working well with professionals or assessments are ongoing To step down the SW must provide LAM with copies of all completed assessments & up to date chronology If the LAM makes a decision to issue, If the LAM decides to extend the PLO the PLO process ends process SW gives the parents the letter of Week Second PLO meeting intent to issue SW gives progress reports from the professionals supporting the family and on the assessments SW updates the PLO plan, QA'ed by Legal to send to parents' solicitors within 1 week 20 Non-urgent cases **Urgent cases** Weeks 16 QA evidence to QA'ed evidence to Legal within agreed Legal within a timescales (not maximum two weeks more than 3 days) of decision to issue Legal Advice Meeting Review PLO process AND either decision to issue or to step down SW sends formal letter ending PLO process To step down the SW must provide LAM with copies of all completed assessments & up to date chronology

The PLO process to end either by stepping down or issuing within 20 weeks

Social workers are responsible to making sure assessments/ LAM actions are completed and the case comes back to LAMs at weeks 16 and 20

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