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| **Child protection conference professional agency report** |

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*Please type into the boxes. Please pdf and send to* [*CPCentralAdmin@haringey.gov.uk*](mailto:CPCentralAdmin@haringey.gov.uk)

*at least 2 working days before an Initial Conference and 5 working days before a Review conference*

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| **Who is this report about** | | | |
| **Names of each child/ children**  ***(including if there is an unborn baby)*** | **Date of birth and age**  ***(including estimated date of delivery)*** | **Address** | **NHS Number / Other reference numbers** |
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| **Who else lives in the child/children’s home?** | | | | |
| **Name** | **Date of birth & age** | **Address** | **Relationship to each child** | **Legal Parental Responsibility?** |
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| **Is there anyone else you know of who does not live in the home but is important in the child/ren’s life?**  *eg another parent / the partner of a household member / the father of an unborn baby* | | | | |
| **Name** | **Date of birth & age** | **Address** | **Relationship to each child** | **Legal Parental Responsibility?** |
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| **Overview of agency’s involvement with the child/ren or family**  Highlight key/significant events. Please say what you have done so far to reduce the risk and how has it made a difference. |
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| **What are the child/ren’s views?**  *Please talk about each child separately (under separate headings).* Please share any direct work done together. Share the child/ren’s own words as much as possible, and date they shared these views with you.  *Do comment on what you have observed and behaviour you think is important, especially if this child is non-verbal.* |
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| **What is going well?**  Think of the strengths of different people in the family.  Think about how things have worked well in the past to keep the child/ren safe from harm.  If this is a review child protection conference, please comment on the success of the child protection plan so far. |
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| **What are you worried about?**  Past harm (that has happened). And what are you worried could happen in the future if nothing changes? |
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| **Are there complicating factors?**  Do you know about anything else that is making things more difficult for the family at the moment? |
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| **Are there “grey areas”?**  What do you feel you don’t know enough about or need to understand better? |
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| **Are there safety factors?**  These are things that help keep each child safe now (and have done for some time) |
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| **What needs to happen next?**  Think about practical steps or services that you feel should be part of the plan.  What support or services do your agency plan to offer?  *For a child protection conference, please include your current view on whether you think the child/ren are at risk of significant harm and therefore should have* a ***child protection plan.*** |
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| **Date report was shared with parents**  *Please share this report or the content of this report with everyone with legal parental responsibility 2 working days before an initial conference and 5 working days before a review conference.* |  |

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| **Date report was shared with the child/ren**  *Please consider if the child/ren are old enough and it is appropriate to share this report or its contents with them. If so, please share it at least 2 working days before an initial and 5 working days before a review conference.* |  |

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| **Report writer’s sign-off:** | |
| **Name & Signature** |  |
| **Date** |  |
| **What agency are you from and what is your role** |  |

*PLEASE NOTE: Your report is the record of your agency’s contribution and will be shared as part of the conference record, with other reports and the summary/ plan.*

*Please ensure that you have shared your report with those with legal parental responsibility at least 2 working days before an initial conference and 5 working days before a review conference. If you are concerned that sharing information could leave a child or an adult at risk, please discuss with your line manager and contact the conference chair.*