



THE PLAN



Please provide the name of the lead person and timescale for each action.

Where are we now?

*First Plan: Assessment of needs/risks?
Review: Changes to assessment of need/risk.*

Must Do: individual responsibilities that must be completed

Two or more individuals working at it: **Do Together**

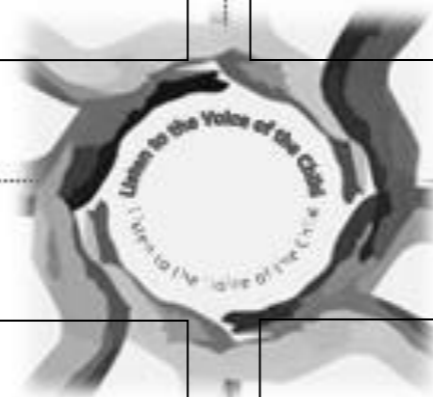
Where we want to be

Aspirations & Desired Outcomes
Short-term and long term.

Goals that have been achieved

Do Later: may need to be done, but not right away

Resources that the family aren't able to access: **Do For You**



Title of Meeting/Plan:

Name of Children:

Date:

SW:

Recording format for the planning meeting in MOSAIC:

- Attendees/apologies
- Discussion of significant events since the last meeting; including implications and significance of events - think of this as your ongoing assessment and analysis of the current situation.
- Voice of the child and the impact on their lived experience of above events
- Dissenting views
- Setting the date of next meeting

Recording into the Plan:

Where are we now?

- In this section we need brief summaries of the issues which are having an impact on the lives of the children with clear headings (eg Domestic abuse, Substance misuse).

Where we Want to be:

- This section must relate to the issues referred to in “Where are we now” and describe what a successful resolution of those issues would look like, using the words of family members wherever possible.
- This section in particular must take account of the voice of the child and the family; in their own words where possible
- If family members and agencies cannot agree on how to resolve the issues recorded in “Where are we now” you must be guided by your assessment of the child’s best interests in setting goals.

Must be done:

- In this section those actions without which the plan cannot move forward must be made clear, and who is responsible for completing them. Both family members and agency representatives can be assigned tasks in this section.

Do Together

- Those actions which can only be completed by agencies and family members working together

Do for you

- Where parents do not have access to material resources and require agency support in obtaining them, or where a referral to a specialist agency by a professional is necessary.

Do Later:

- Actions which cannot be completed until other parts of the plan have been fulfilled, or which may be beneficial but not immediately necessary, or which may be longer term aims for the family.

Goals Achieved -

- Issues which have been successfully resolved should be recorded here. Any tasks and actions agreed at the last meeting that have been completed should be moved from the quadrants and be noted in this section.