



# Working together to make you safer *(CS-CIN meetings)*

---

A guide for children and young people



## Contents

1. What is a CS-CIN meeting	3
2. Who will be there	3
3. What happens at the meeting	6
4. What happens after the meeting	7
5. How to prepare for the meeting	8
6. Your right to complain	8

## 1. What is a CS-CIN meeting

This is a meeting which is held because of worries about harm to you, which is happening in spaces and places outside your home. It may happen near to where you live, or somewhere else. There may be worries that you have been hurt or that people might hurt you. The meeting takes place because of the worries about your safety. It is known as a Contextual Safeguarding Child in Need meeting (CS-CIN meeting).

The people who come are:

- your parents or carers
- yourself
- family members and friends, if appropriate
- professionals

The aim is to think about the risks to you and make a plan. It is to help to make you safe or keep you safe.

### Where the meeting will be held

The meeting will be held in a meeting room. This has plenty of space to bring everyone together. We can bring people in on screen if necessary, if there is a reason they can't or shouldn't come in person. But this will need to be agreed in advance with the chair.

## 2. Who will be there

### Can I come?

Yes, it's really important that you come. Please tell us how

you think you can be supported to take part.

The social worker will put you in touch with an advocate from Barnardo's. An advocate is independent and will work for you. Your advocate can come with you and support you at the meeting. You can also share what you want to say in other ways. There is a contribution form you can fill in. Or you could write a letter or talk to the chair, even if you don't want to be at the meeting.

### **Your parents or carers**

Parents and carers are always invited. They may live with you, and provide most of your care and support. Or they may live outside your household, and you may not see them very often. If they have *parental responsibility*, and see you, we would expect to invite them.

### **Family members, friends, community**

There may be people who are important to you and your parents, who are part of your family's support network. This could be family members, friends or someone important in your community like a religious leader. They may be able to be part of a plan, or may just come to support you or your parents at this meeting.

We welcome you suggesting people to come to the meeting. Please talk to the chair or your social worker about this before the day of the meeting, so the chair can discuss with you and agree to them coming. Please remember they will hear all your family information.

## The chair

The chair is a manager who is a qualified social worker, but is not part of your social work team. Their job is to run the meeting. The chair will contact you before the meeting, as long as you are happy with that. They will talk to you about what will happen and how you want to take part.

## Social worker and social work manager

You have already met your social worker as this is the person who completed an assessment with you and your family. The social worker will come to the meeting to talk about what they have been doing with you and with your family. Sometimes the social work manager attends too.

You may meet a new social worker in this meeting. Assessing social workers stop working with families soon after the first meeting, and another social worker will take over.

## Which other professionals might come

**Education:** If you are at school or college, they will be invited.

**Health:** If you are at school the school nurse will be invited, as well as other health professionals working with you. Your GP will be asked to share relevant health information. They often send a report rather than coming to the meeting.

**Other professionals** working with you and your family would be invited. For example, someone helping with your wellbeing or mental health, or working with you about drugs or alcohol, or a Youth Justice worker.

They will be asked to come so they can share information, and suggest how they can help with the plan.

## Reports

You and your parents or carers will be asked if you would like to fill in a contribution form before the meeting. You can say what you think is working well, what you are worried about and what changes or support would be helpful.

All the professionals who are invited to the meeting write a report as well. They say what they think is working well, what they are worried about and what changes or support they think would be helpful in future. The social worker will have written an assessment.

Each professional is responsible for their own report and for sharing it. Some reports, but not always all, will be shared with you.

### 3. What happens at the meeting

The chair will settle you into the meeting room and answer any questions you have before anyone else joins you.

The chair asks everyone to introduce themselves at the start of the meeting.

During the meeting, they will ask the social worker to say why they are worried and explain why the meeting is needed.

They will ask everyone what they think, what works well in your family, what are the worries and what support might be needed.

## Using a scale

Everyone in the meeting including you and your family will be asked to use the scale below to think about how safe you are.



## The plan

Everyone will think about what may help, and agree a plan of what needs to happen next to support you and help you to stay safe. They will be asked whether the plan should be a CS-CIN plan, to help you to stay safe from risks from outside your home. It is important the plan is right for you, and your family.

## 4. What happens after the meeting

### Making a record of the meeting

The chair's summary and the plan, together with the reports and contribution forms, are shared after the meeting.

### Progress meetings and visits

If a CS-CIN plan was made there will be regular **progress meetings**, when everyone will meet to look at the plan. You will all think about whether the actions on the plan have

moved on, and if the plan is helping to keep you safe.

The social worker will meet with you at least every two weeks.

## **Review meetings**

A Review CS-CIN meeting will be held three months later, to see if the plan has helped to make changes and make you safer. There may be more meetings agreed after that.

## **5. How to prepare for the meeting**

The reports will be ready before the meeting and you should be able to see some or all of them. Each person who writes a report is responsible for sharing these with you.

Please tell the social worker if you have additional needs they should know about, so they can support you in the best way possible, and the chair can be aware for the meeting.

Please do think before the meeting about what is going well, as well as what you are worried about, and what might be helpful for you and your family.

It would be very helpful if you could fill in the contribution form for the meeting, although you do not have to.

## **6. Your right to complain**

The chair will try to deal with any concerns you have about the meeting. You can ask to speak to them or write to them after the meeting if you want to share something. You can



also ask the social worker to contact Barnardo's advocacy service to get in touch with you - or you can contact them yourself (see below). They are independent and can help you make a complaint.

**Barnardo's:**

*Freephone: 0800 085 8287*

*Telephone: 020 8768 5058*

*Email: [advocacy2@barnardos.org.uk](mailto:advocacy2@barnardos.org.uk)*

Or if you want to make a complaint directly yourself, you can use Haringey's complaints service's online feedback form at

<https://www.haringey.gov.uk/contact/council-feedback/childrens-social-care-complaints-procedure>

If you can't access this link, call 020 8489 3424.

You can also ask the chair to send the link to you.

*Cover pictures provided by Haringey Children's Safeguarding Partnership*

*This guide has been updated 2024*