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| **Strategy Meetings**  **Frequently Asked Questions** | |
| **1.** | **Introduction** |
|  | This document has been produced to provide an overview of frequently asked questions regarding strategy meetings. Although not exhaustive, it aims to provide additional information to professionals who may be required to attend and contribute as safeguarding representatives from their agency. |
| **2.** | **How will I know when a strategy meeting is taking place?** |
|  | You will receive an email notification from [EHASH@hullcc.gov.uk](mailto:EHASH@hullcc.gov.uk) to your agencies designated email address informing you of the date, time and joining instructions, details of why the strategy meeting is taking place and any specific requests for information. |
| **3.** | **How much notice will I have to attend a strategy meeting?** |
|  | Due to the often urgent nature of ensuring the safety of children, strategy meetings can take place as soon as a referral has been acknowledged as a child being at risk is suffering or likely to suffer significant harm. The nature of the referral is often the determining factor in how quickly a strategy meeting is required to be convened with strategy meetings required to take place within a max of 24 hours. Only within exceptional or planned circumstances should a strategy discussion not be undertaken outside of this timeframe. |
| **4.** | **I’ve been unable to attend a strategy meeting, what should I do?** |
|  | It is understandable that at times given that strategy meetings can take place at very short notice, professionals may be unable to attend. Examples of non-attendance can include a professional having received an invitation to a strategy meeting whilst undertaking other duties within your role. If you have been unable to attend it is important that you complete the request for information form and submit this to [EHASH@hullcc.gov.uk](mailto:EHASH@hullcc.gov.uk) |
| **5.** | **I’ve been unable to attend a strategy meeting, will I still receive minutes of the meeting?** |
|  | Yes. All professionals invited to a strategy meeting will receive minutes whether they were able to attend or not. Agencies are requested to ensure that the minutes of the meeting are stored securely within their own child protection recording systems. |
| **6.** | **Should I tell the family that a strategy meeting has taken place?** |
|  | It will be the responsibility of the Team Manager chairing the strategy meeting to decide at what point the family are informed and whether to seek parental consent to undertake multi-agency checks. If the Team Manager decides not to seek consent, they must record the reasons why. Where consent is sought from parents and carers and denied, the Team Manager must determine whether to proceed and record the reasons for their decision. |
| **7.** | **I’m not able to attend, can I ask a colleague to attend on my behalf?** |
|  | Yes. It is important however that professionals participating in strategy meetings have all of their agencies information relating to the child available to be able to contribute to the meeting. Participants must be sufficiently senior to make decisions on behalf of their agencies. |
| **8** | **I’ve never attended a strategy meeting before, where can I find out more about what they are?** |
|  | Further guidance is available by visiting [hullscb.proceduresonline.com](https://hullscb.proceduresonline.com/) |