



**Reply to:**  
**Telephone:**  
**E-mail:**@bristol.gov.uk  
**Your ref:**  
**Date:**

Dear

This letter is about *Child's name* *DOB:*

**PLEASE DO NOT IGNORE THIS LETTER, TAKE IT TO A SOLICITOR NOW – LETTER BEFORE COURT PROCEEDINGS**

I am writing to you to let you know how worried Bristol Children and Families Service is about your *child/children*. Because of the worries we are thinking about going to court to start care proceedings. This means we would be asking a Judge to decide whether it is safe for your *child/children* to live at home or whether they can only be kept safe by living somewhere else. We would like to meet you to talk about our worries and what needs to happen next.

**WHAT WILL HAPPEN NEXT:**

Please come to a meeting to talk to us about these worries on:

***Date, time and location of meeting***

At the meeting we will talk to you about what our worries are and what you need to do to make your *child/children* safe. We want to help you care for your *child/children* and keep them safe. We will talk to you about how we can support you and ask you what you think you need help with. We will talk to you about the timescales for achieving these changes for your *child/children*.

**IT IS IMPORTANT THAT YOU BRING A SOLICITOR WITH YOU TO THIS MEETING.** Take this letter to a solicitor and ask them to come to the meeting with you. The solicitor will tell you how to claim free legal advice (legal aid).

There are lots of different solicitors in Bristol that can help you. A list of local solicitors is included with this letter. These solicitors are not linked to Children and Families Services (Social Services).

**Information your Solicitor will need:**

*Local Authority Legal Contact:*

**[Name of LA solicitor]**

Solicitor,

Child Protection Team

Bristol City Council

Legal Services - Floor 3 - City Hall

PO Box 3176

Bristol BS3 9FS

Tel: 01179 223903

I have enclosed a copy of the most recent child protection conference minutes/mapping/summary of worries from the social work evidence template **[Delete as appropriate]** which provides details of the worries.

**WHAT COULD HAPPEN ABOUT THE WORRIES:**

- If we can't build enough safety through your friends and family for your family to stay together in the community, we will need to look at all of the options that create the most safety for your family. We will talk to you at the meeting about the involvement of your wider family/network in this process.
- The Social Worker will work with you to support you and will assess if you can meet your *child/children's* needs safely.
- If there are still lots of worries and we don't think you can keep your *child/children* safe, we will have to go to court and ask the Judge to say what is the safest option for your child.

Our best hope is that you will be able to look after your *child/children* safely with support. If this is not possible we will need to think about what the best plan for your *child/children* is.

**We look forward to seeing you with your solicitor on**

*Date, time, place of meeting.*

If you do not understand any part of this letter, please contact your social worker..... on ..... Please tell us if you need any help with child care or transport arrangements in order to come to the meeting, and we will try to help.

Yours sincerely,

Consultant Social Worker

Encs: List of childcare solicitors

Child protection conference minutes/mapping/summary of worries from the social work evidence template [Delete as appropriate].

**OUR WORRIES ABOUT YOUR CHILD/CHILDREN (overview). PLEASE SHOW / TAKE THIS TO A SOLICITOR.**

**Here are the main things that we are worried about:**

*Provide an overview of the primary concerns leading to the Pre-Proceedings process.*

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**WHAT HAS ALREADY BEEN PROVIDED/OFFERED TO SUPPORT YOU TO REDUCE THESE WORRIES:**

**Here is what has been provided/offered to support you in reducing these worries:**

*Provide an overview of services which have been offered/provided to address the worries listed above.*

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