**MANAGING ALLEGATIONS STRATEGY MEETING AGENDA**

**WELCOME TO A MANAGING ALLEGATIONS STRATEGY MEETING IN RESPECT OF…**

* State name of alleged perpetrator and date of birth

1. **INTRODUCTIONS AND APOLOGIES**
2. **CONFIDENTIALITY STATEMENT**

* Remind attendees of the confidential nature of the information to be shared and that all invitees will receive copies of the minutes

1. **PURPOSE OF THE MEETING**

* Purpose is to consider the allegation and relevant information and to agree an action plan to assist with any investigation

1. **THE ALLEGATION IS SHARED WITH THE MEETING**
2. **INFORMATION ABOUT THE ALLEGED PERPETRATOR**

* Information from referrer if appropriate
* Information held by LADO
* Information from police
* Information from any other invitees – eg CYPS, HR

1. **INFORMATION ABOUT THE CHILD/CHILDREN**

* Information from referrer if appropriate
* Information from police
* Information from any other invitees – eg CYPS, SCHOOL

1. **GENERAL DISCUSSION**
2. **CHAIRS SUMMARY AND DISCUSSION OF OUTCOME**
3. **RECORD HOW INFORMATION IS TO BE SHARED WITH SUBJECT, CHILD AND PARENTS. (If information cannot be shared at this stage, record why).**
4. **ACTION PLAN (SMART)**
5. **STATEMENT ABOUT NEED TO RECONVENE OR NOT AND DATE**
6. **OUTCOME DISCUSSION AND AGREEMENT**