“Actions to be taken by parents and professionals” (a schedule of expectations to be used within the pre-proceedings process of the Public Law Outline)

This document is intended to be a written record of the agreement reached between a child’s parents and Sandwell Children’s Trust, within a pre-proceedings meeting, of actions parents and professionals agree to undertake to reduce the risk of harm to the child and/or to ensure safe care of the child.

This document is agreed in order that **INSERT CHILD’S NAME** receives safe and appropriate care from their parents, **INSERT PARENTS NAMES.**

**INSERT PARENT’S NAMES** agree to do the following:

|  |  |
| --- | --- |
| Action | Timescale |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Sandwell Children’s Trust agree to do the following:

|  |  |
| --- | --- |
| Action | Timescale |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Other professionals are expected to do the following:

|  |  |  |
| --- | --- | --- |
| Name of professional | Action | Timescale |
|  |  |  |
|  |  |  |

NB: Where actions are required by partner agencies, the Social Worker is expected to liaise with partner agencies within 5 working days to ensure that they are aware of the expectations and are agreeable to progressing the actions.

Parents and the Social Worker should sign this document, parents should receive a copy of it and a copy should be on the child’s file. Where meetings are undertaken virtually, the Social Worker should take a copy to parents within 5 working days.

Signed by parent.……………………………………….

Name of parent………………………………………….

Date………………………………………………………

Signed by parent………………………………………..

Name of parent………………………………………….

Date………………………………………………………

Signed by Social Worker……………………………….

Name of Social Worker…………………………………

Date……………………………………………………….