

Management Action Note 008

Interim Safety Plans

Context

We take a proportionate and partnership approach with families. Wherever possible work is undertaken on a Child in Need basis (s17). However, as per Working Together 2018, whenever there is reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm, a strategy meeting/discussion should be held and where appropriate a section 47 enquiry should commence.

As outlined in [Working Together 2018](#) and our [practice guidance](#), as part of a strategy meeting/discussion and during a section 47 enquiry we need to ensure the child is safeguarded and risks are mitigated by drafting an interim safety plan. The threshold to convene a strategy meeting means that this interim safety plan needs to be considered and documented every time.

Practice Expectations

1. Strategy meetings/discussions should be convened as soon as practicable bearing in mind the needs of the child; the meeting must take place within two working days of safeguarding concerns being identified
2. In every instance where a strategy meeting/discussion, the Team Manager as chair of the meeting, needs to formulate the interim safety plan considering short term action required to safeguard the child. This includes detailed action setting out who will do what by when.
3. The interim safety plan is to be clearly documented in the “next steps” section of the strategy meeting/discussion form.
4. During a section 47 enquiry, the interim safety plan will be reviewed where appropriate to ensure that the child remains safe. The interim safety plan need to be recorded under the “Immediate Actions to Keep the Child Safe” part of the section 47 enquiry form.
5. An Initial Child Protection Conference needs to take place within 15 working days from the strategy discussion. The Quality Assurance Unit should be advised at the earliest opportunity and at the latest by day 5 of the section 47 enquiry. This is done by emailing Elaine.Webster@Herefordshire.gov.uk and SafeguardingMeetingsHub@Herefordshire.gov.uk

6. When concluding the section 47 enquiry, and the decision is to proceed to Initial Child Protection Conference the interim safety plan needs to remain in place until the conference; this needs to be clearly recorded by the Social Worker.
7. Team Managers should only authorise section 47 enquiries if they are satisfied that the interim safety plan is appropriate and robust.

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