**Step Up/Step Down**

**Agenda**

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| **Meeting Date/Time:** |  |
| **Present:** |  |
| **Apologies:** |  |
| **Item no** | **Subject** | **Discussion and Decision** | **Lead Officer/Actions** | **Timescale** |
| **1** | Welcome and apologies |  |  |  |
| **2** | Review of last week’s minutes |  |  |  |
| **3** | Children and families for discussion or advice  |  |  |  |
| **4** | Consider any children within FF or OPS teams who are eligible for free 2 yr nursey placement and/ or access to Family Centre early years programme  |  |  |  |
| **5** | Families First request for Family Centre activity such as Parenting/Empowerment Programme dates/ times/availability (Link this to the draft wellbeing goal what we would expect to see the parents do differently as a result of attendance at programme etc) |  |  |  |
| **6** | VCS information/ support available in locality  |  |  |  |
| **7** | Future planning of children to be stepped down within next 6-8 weeks (Joint working introductions made so that families don’t have to repeat their stories) |  |  |  |
| **8** | Any other business |  |  |  |
| **9** | Next meeting |  |  |  |