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| **REVIEW PRE-PROCEEDING MEETING MINUTES** | | | |
| **Date of Meeting** | |  | |
| **Name(s) of Child(ren)** | |  | |
| **1.** | **Team Manager – Introductions / Attendees** | | |
|  | | | |
| **2.** | **Social Worker – update since last meeting, summary of engagement in pre-proceedings process** | | |
|  | | | |
| **3.** | **Team Manager - review of what needs to be done as agreed at last meeting (from Pre-Proceedings Plan)** | | |
| **What needs to be done** | | | **Comments** |
| 1. |  | |  |
| 2. |  | |  |
| 3. |  | |  |
| 4. |  | |  |
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|  |  | |  |
| **4.** | **Legal respresentative for parent – questions / comments** | | |
|  | | | |
| **5.** | **Legal representative for local authority – questions / comments** | | |
|  | | | |
| **6.** | **Team Manager – confirmation of position and decision from any RLPM held** | | |
|  | | | |
| **Team Manager – approval of minutes** | | | |
| **Name:** | | | |
| **Date:** | | | |