



**WOKINGHAM  
BOROUGH COUNCIL**

**Guidance on Context Meeting  
Agendas**

UNCLASSIFIED

## Document Control Information

**Title:** Guidance on Context Meeting Agendas

**Date:** November 2024

**Review date:** May 2025

**Version:** 2.0

**Classification:** Public

**Owner:** Kimberley Fontana, Head of Service, Help and Protection

Version	Date	Description
1.0	September 2023	First published.
2.0	November 2024	Wording around context assessments adjusted. Further review scheduled for 6 months' time, to ensure policy remains reflective of practice.

## Introduction

This brief guidance note has been developed to assist social care practitioners plan for and structure a Context Meeting. For more information about the purpose of these meetings, practitioners should refer to our Harm outside the Home Process document.

## Structure of the meeting

The following provides a suggested agenda structure for a Context Meeting:

### 1. Introduction

The Chair provides a brief overview of the purpose and aim of the meeting.

### 2. Current concerns

The Lead practitioner/Social Worker provides detail on the following:

- What triggered the referral.
- How many young people are known to be affected by the context that is under consideration.
- Whether the individuals affected are already known to Children's Services or not, and if so, in what capacity.
- Any additional information required to set the scene for attendees.

### 3. Overarching contextual vulnerability, risk and resilience factors.

The attendees consider the contextual vulnerabilities and risks. The discussion focuses in particular on what is already known, and what we may need to find out more about.

### 4. Contextual strengths

The attendees consider any contextual strengths. The discussion focuses in particular on what is already known, and what we may need to find out more about.

### 5. Current professional involvement

The attendees confirm existing professional involvement with the context.

### 6. Agreed plan of priority interventions

The meeting should conclude by agreeing actions that will increase protection and safety within the context.