**Newcastle Children’s Social Care: Pre Case Management Hearing Meeting**

**Agenda and guidance**

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| **No.** | **Description** | **Lead** |
| **1** | **Welcome and Introductions**  Outline of the meeting and the key purpose. | Facilitator |
| **2** | **Social Worker presents key details of the family background and the journey of the child**  Social Worker presents overview of the life of the child and family. The Social Worker must make clear what information has been communicated with the child and family about the case and what their views are. The overview should include:   * Background and context of the child and family.      * Work undertaken to date, including details of any CiN and/or CP Plans and any assessment work undertaken during the PLO, including any specialist assessments (e.g. HST or toxicology testing). * An overview of how the family has been supported to make meaningful or sustainable change, including details of any intervention provided to the family and the outcome of this.      * Any specific needs of the family, such as mental health or cognitive difficulties, and how the family have been supported with their specific needs (e.g. outcome or recommendations around any specialist assessments such as cognitive assessment or ParentAssess). * The views of the parents, child, and wider family. * How have the parent, child and wider family been supported to understand the content of the Local Authority’s decision making, the reasons for the application, court processes and next steps. * The parents views on the social work evidence, including whether they have raised any inaccuracies or omissions. * How the wider family and friend network has been engaged and included since the family has been known to the local authority, supported by a comprehensive genogram and timeline. * Has a Family Group Conference been held and what was the outcome? If not, why? * Any key documentation that has been completed or is outstanding. * Any perceived areas of contention requiring early resolution. * Advice and guidance to the guardian on engaging the child or family (e.g. interests of the child when participating in direct work, what has been successful and worked well) | Social Worker |
| **3** | **Child’s Guardian shares comments and questions and discusses views with the Social Worker.**  Some suggested topics include:   * What steps the Children’s Guardian has taken or plans to take to meet with the children and family. * Any comments and questions on the views of the child and the family presented by the Social Worker and the work undertaken by the Local Authority and other agencies to date. * Any comments or questions on key documentation that have been completed or is outstanding. * Discussion around any identified gaps in the Local Authority’s evidence. * Whether the Children’s Guardian has any knowledge of previous CAFCASS involvement with the family. * Sharing of any key contact details that the Children’s Guardian does not yet have access too (e.g. foster carer, family time worker etc). | Children’s Guardian |
| **4** | **Social Worker and Children’s Guardian establish next steps.**  Social Worker and Children’s Guardian to discuss and record their understanding of each other’s position with a view to understand:   * Intended overall timeline for the submission of reports (including discussion of the expert assessment checklist), initial analysis, position statements, final care plan and final analysis. * Key actions and timescales to be raised at the CMH.   **NB Decisions should not be made during the Pre-CMH Meeting. The views of the Local Authority and CAFCAA should be shared with the advocates and usual decision making processes should be followed.** | Social Worker and Children’s Guardian |