

## **Strategy Meetings Template and Guidance (including guidance around children who are missing).**

### **Template:**

*The chair of the meeting will advise attendees:*

This strategy meeting has been called because the children detailed below are suspected to be suffering or likely to suffer significant harm. This is a confidential meeting the content of which must not be divulged without the permission of the chair. All agencies are expected to contribute all information pertaining to the family that is relevant and that which will aid in assessing and analysing risks, whether thresholds for significant harm are met and to contribute to the forming of a plan to ensure the child is safeguarded if required. You will receive minutes of this meeting. Strategy discussion will be carried out in line with the guidance Working Together 2018.

### **1. Introductions:**

#### **Chair:**

*Name, designation, contact details, relationship to the child*

#### **Present:**

*Name, designation, contact details, relationship to the child*

#### **Apologies:**

*Name, designation, contact details, relationship to the child*

### **2. Reason and purpose of this strategy meeting:**

Including details of the cause for current concern that has resulted in this strategy discussion being held

### **3. Subject(s) of Strategy Meeting:**

Confirmation of all basic details including, date of birth current address.

Family Composition: to include details of those living at the family home, including names and dates of birth.

Clarification regarding who has parental responsibility - names, DOB and addresses.

08 11 2018

Names and dates of birth (where available) and address for all significant adults involved with the child(ren), identifying nature of relationship.

**For strategy discussions regarding children who are missing:**

Confirm times and dates of missing episode.

Previous missing episodes.

**4. Children's Services Information**

Brief summary of the chronology of involvement with the family

Previous enquiries, contacts, referrals, assessments, CIN, CP or LAC involvement

Early help involvement.

Parents previously known to CSC

**For missing:**

Circumstances prior to going missing (any specific incidence or risk, please include current MH, substance missing use and any risk of exploitation).

Current actions taken to contact YP

Names and address of associates

Any known affiliations to gangs

CSE concerns

Current info around involvement in crime

Known hotspots

Known routes and methods of travel for missing episodes

## **5. Information from other professionals:**

- 5.1 Police
- 5.2 Health (GP, Health Visitor, Midwife, School Nurse)
- 5.3 Education
- 5.4 Probation
- 5.5 FIS/YPS
- 5.6 Any other relevant professionals who have attended or provided information (e.g. CAMHS, early help worker)

## **6. Discussion:**

Summary of concerns and risks identified through information shared

Protective factors/Strengths.

What don't we know?

## **7. Decision**

Continue under Section 17

Initiate or continue multi agency Section 47 enquiries

agree if initial visit following strategy discussion will be single agency (children's services)  
or joint (children's service with police, health or other agency)

No further role for Children's Services

## **8. Actions**

*Action agreed, by who, by when*

**When agreeing actions consider the following:**

- Plan any immediate and short term steps required to protect the child

- Plans for CP medical (including for neglect)
- Plans to see the child (joint or single agency)
- Plan for ABE interview
- Plans to see family members – agree what information can be shared at this stage with family
- Police plans regarding criminal investigation
- Consider need to submit multi agency information form (owner of the information to do this)
- Consider need for legal advice
- Consider need to progress GCP2 assessment (neglect)
- Consider any cultural, linguistic or disability needs
- Consider needs of any other child associated with subject of this strategy meeting
- Contingency plan if parents refuse consent for medical or for SW to see the child alone
- Plan for review strategy meeting if required
- Referral to LADO

**For missing also consider the following actions:**

- Who can be contacted for possible information – friends, family, associates
- What social media checks can be undertaken – facebook, Instagram, snapchat
- Get and seek agreement from holders of PR for circulation of updated photograph
- Alert community safety partners to review CCTV
- Alert British Transport Police
- Alert other agencies – housing, youth centres

- Consider media alert via the police and then via CBC communications team

Note: Strategy discussions are to be written up and recorded on mosaic and copies distributed to professionals within 48 working hours.