



# CHILDREN AND YOUNG PERSON'S GUIDE TO SUPPORT MEETINGS

CP

This booklet is to help you understand the different meetings you may be invited to. This includes who will be there, what the meeting is for, and how you can advocate for yourself to make sure your voice is heard by the professionals working with you



## Universal Services Stage

These are what everyone uses for example  
Doctors, A & E, Education



## Early Help Stage

You, your parents or family will be offered a bit of  
extra support. This could be at home or school.



## Child In Need Stage

A social worker would become involved to support  
your family. They will work with all the professionals  
and family to make sure everyone is working  
together and you are safe.



## CP Plan Stage

There are concerns about your safety and the  
previous stages have not helped as much as they  
had hoped. More support will be given and it is  
important that everyone works together.



You can fill this circle with something to show  
who you are.

# ABOUT THE MEETING

There are lots of different meetings that you might be invited to. It can often get confusing and feel a bit overwhelming.

Below are some of the most common types of meetings you may be invited to.



## **INITIAL CHILD PROTECTION CONFERENCE (ICPC)**

An Initial Child Protection Conference is held when social care, school, health, and other agencies believe you may be at risk of significant harm.

This meeting is to share their concerns, look at areas of strength and decide what needs to be done to keep you safe.



## **REVIEW OF CHILD PROTECTION CONFERENCE (RCPC)**

At the Review of Child Protection Conference, the agencies come back together to look at what progress has been made since they last met and review if the Child Protection Plan is working.

The review will happen three months after the initial conference and further review meetings every six months from then.



## **CORE GROUP**

The people in the Core Group are: you; your parents/carers, and key people that are working with you and your family. Your Core Group should only be made up of people that you know.

The purpose of the Core Group is to meet regularly to make sure that the actions included in the child protection plan are being followed.

The first Core Group meeting should be held within ten working days of the Initial Child Protection Conference and are every four weeks following this.

# WHO'S WHO?



## **SCHOOL REPRESENTATIVE**

Someone from your school who will say how things are going at school.



## **YOUR PARENTS/CARERS**

The people who look after you.



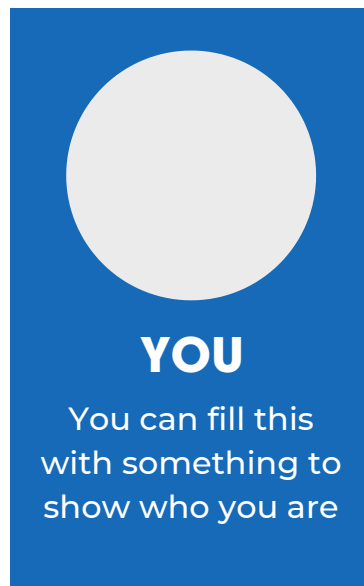
## **ADVOCATE**

Someone who can help you to have your voice heard in the meeting or speak on your behalf.



## **SOCIAL WORKER**

Your social worker (SW) will say what is going well and what is not going as well. They will also say what's been happening



## **YOU**

You can fill this with something to show who you are



## **INDEPENDENT REVIEWING OFFICER (IRO) OR SAFEGUARDING CHAIR**

This person will lead the meeting and make sure everyone has their turn to speak.



## **OTHER SERVICES**

Other professionals may attend if they have some involvement with your family.



## **HEALTH/SCHOOL NURSES/ HEALTH VISITOR**

This person will give an update on your physical and emotional health and will say if you have any outstanding health appointments.



## **BUSINESS SUPPORT**

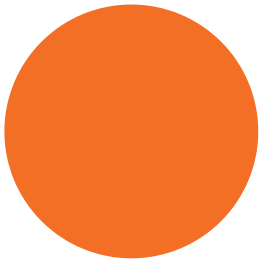
They will write down what is said in the meeting.

**Everyone should introduce themselves and explain why they are at your meeting.**

# WHO'S WHO?

## Who was at your meeting?

You can fill in the circles below with their names so you can remember them.



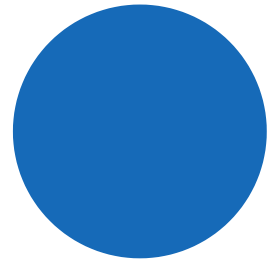
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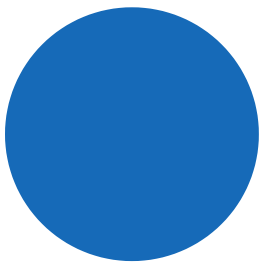
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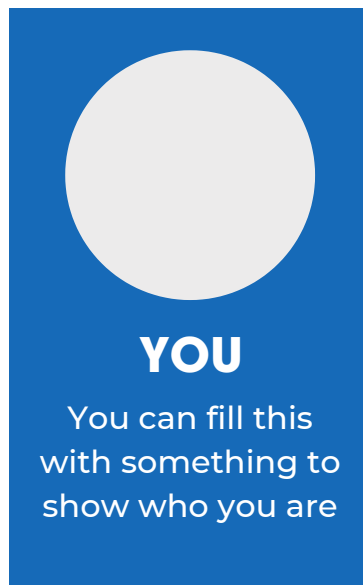
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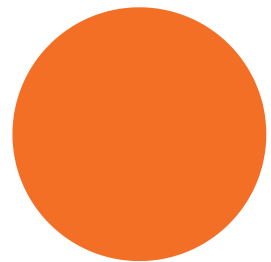
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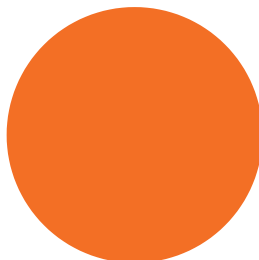
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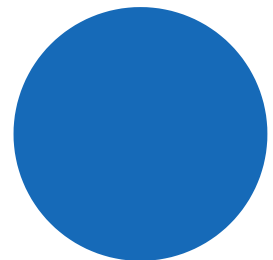
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# JARGON BUSTER

In meetings professionals may sometimes use abbreviations or language that you do not fully understand.

**Here are some commonly used words and abbreviations.**

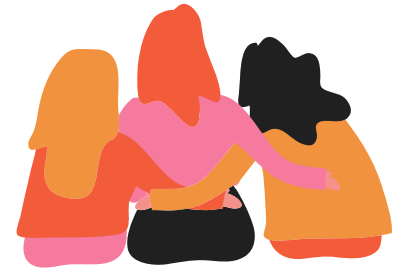
IRO:	Independent Reviewing Officer.
Chair:	Person who leads the ICPC/review meetings.
SW:	Social worker.
Professionals	The people working with you and your family to offer help and support.
LAC	Looked after child.
CLA	Child looked after.
C4C	Cared for child.
Confidential	Private information that does not need to be shared with everybody.
Graded care profile	The social worker will ask questions about what is working well for your family and what you might need some extra help with.
CIN	Child in need.
CSC	Children's social care.
CP	Child protection.
CSE	Child sexual exploitation.
CCE	Child criminal exploitation.
ICPC	Initial child protection conference.
RCPC	Review of child protection conference. This is a review meeting which is held three months after ICPC and every six months after that.
Core Group Meeting (CGM)	This is a meeting for you, your family and key people involved in your life. They should happen every 4-6 weeks and are a way of making sure things are staying on track.
Care plan	This is a detailed plan that sets out your short and long term goals, but these can change, which is why it is reviewed regularly.
PLO	Stands for 'Public Law Outline', a set of rules for social workers to follow if they are thinking they may need to go to court. The Public Law Outline says social workers should invite parents to a meeting to discuss their concerns. This is also known as a "pre-proceedings" meeting.
Pre-Proceedings	This meeting considers what needs to be done to protect you from harm, and how an agreement can be reached to ensure this. The aim is to see if any problems can be fixed without needing to go to court.
PEP	Personal Education Plan.

# THE PROCESS

## (ICPC/RCPC)

It is ok to be nervous. But remember that the meeting is about making sure that you are safe and that there is the right support available to you and your family.

This meeting is about you, and your voice should be at the centre of it all.



### Before the meeting

You will get the chance to speak to the Independent Reviewing Officer (IRO). You can do this alone if you want, or with your parents/carers or an advocate to support you. It's your choice.

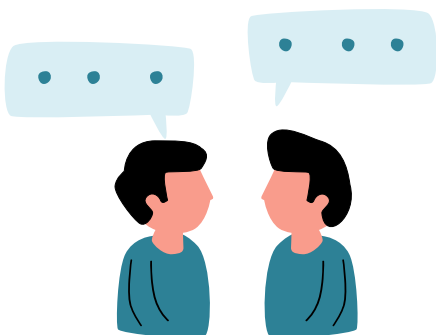
### The Meeting

The IRO/Chair will then start the meeting. They will explain what the meeting is about, and confirm your name, birthday and address.

Everyone will then introduce themselves and say what their jobs are. If you have brothers and sisters who are also on a Child Protection Plan, the meeting will be to discuss all of you.

Some professionals will be there for you, and others will be there for your brothers and sisters.

If you prefer, you can ask the professionals working with you to stay in the meeting only for your part.



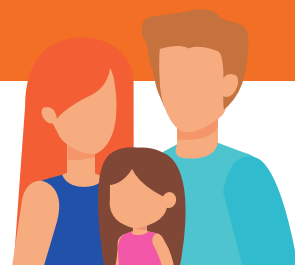
If there are people at the meeting who don't work with your family directly, for example students or new staff members, you can ask them to leave. **If you'd prefer your advocate to ask them to leave for you, they can do that.**

There may be a confidential part of the meeting, this is where people may talk about things that they do not think it would be appropriate, or in your best interests, to know.

However, if you are unhappy with this you can talk to your advocate who will support you to raise this.

# THE PROCESS

(ICPC/RCPC)



Your social worker will tell everyone why the meeting has been arranged. They will explain what their concerns are, what is being done and if there is any support already in place for you and your family.

Your parents or carers will be asked about what is going well and all the strengths you have as a family. They will also be asked what support they may need to be able to keep you safe.

After this, the agencies will be asked to feedback on how you are doing and what they are worried about in terms of keeping you and your siblings safe.

You will also be given an opportunity to tell everyone how you feel. Throughout the meeting you should always be asked if you have any questions or comments.

After this, the IRO/Chair will ask each agency if they feel you are at any risk and the reasons for this. If the majority say yes, then you will be moved to a child protection plan. (see page 2)  
**This does not mean that you will be going into care there and then.**

The plan is about making recommendations about what needs to happen next and the support that you and your family may need. Core Group meetings are then arranged.

You can leave the meeting at any time. If you leave before the end your Social Worker will let you know the outcome of the meetings and what decisions were made.



# HINTS AND TIPS

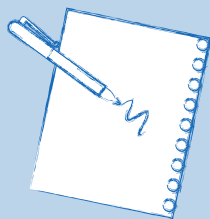
It is totally understandable that sometimes the things that are talked about in social care meetings may be difficult for you. There are lots of options for you to try which may help make it a bit easier.

## Things you may want to ask/ say BEFORE a meeting:

- Please use words and language I can understand.
- Do not ask me awkward questions in front of my parents.
- What happens in the meeting?
- What happens after the meeting?
- How long do the meetings last?
- Can I leave when I have had enough?
- Can I choose where I want to sit?
- What happens if I get hungry or thirsty?
- If there is something you do not want discussed within the meeting you can ask the IRO to make sure it is not included.
- If the meeting gets difficult, is there a quiet space I can go to?
- There will be a “confidential slot” where I may need to leave the room – why is this?

### Ideas for on the day.

Things you may find useful to take with you:



**Pen and paper**



**Snacks and a drink**



**A written list of things you want to say**



**Tissues**

# HINTS AND TIPS

## Things you may want to ask/say DURING a meeting:

- Who is everyone?
- Please can you repeat that?
- Can you please explain what that means ?
- Can we take a break?
- I have something I would like to say
- I want to leave now (you can also agree a signal with your advocate and they can help you with this.)
- Is there a quiet area that I can go to?



## Other ways you can have your say if you don't want to attend the meeting:



- Ask an advocate to speak on your behalf.
- Join virtually.
- Make a video of yourself speaking.
- Write a letter or email that the IRO or Social Worker can share on your behalf.
- Draw a picture.
- Speak to the IRO prior to the meeting to explain your views.

## If you disagree with what's being said DURING the meeting

- Stay calm.
- Write down what you want to say so you do not forget.
- Politely tell the IRO that you have something you want to say.
- Signal to your advocate that you have something you want to say, they will support you to speak.



# NOTES

## Important Meetings

**Questions I have:**

**Things I need to do:**

**Things others need to do:**

**Dates to remember:**

# NOTES

## Smaller Meetings

**Questions I have:**

**Things I need to do:**

**Things others need to do:**

**Dates to remember:**



# NOTES

## Visits

**Questions I have:**

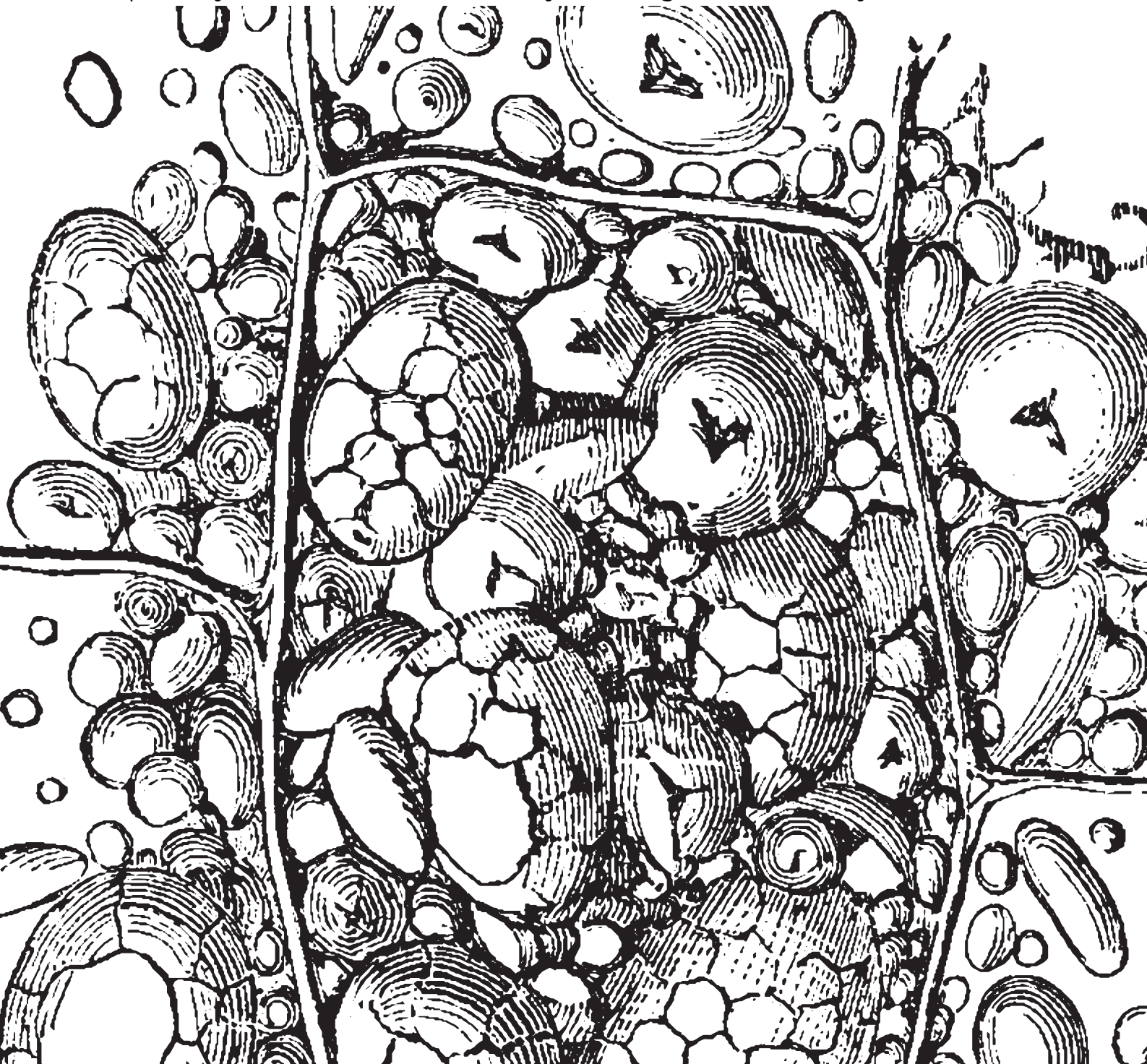
**Things I need to do:**

**Things others need to do:**

**Dates to remember:**

# RESOURCES AND ACTIVITIES

You could colour this picture as a distraction if you are feeling stressed in your meeting. Advocacy Focus has lots of resources to help you manage stress, if you think this might be helpful let your advocate know and they can bring some more for you.



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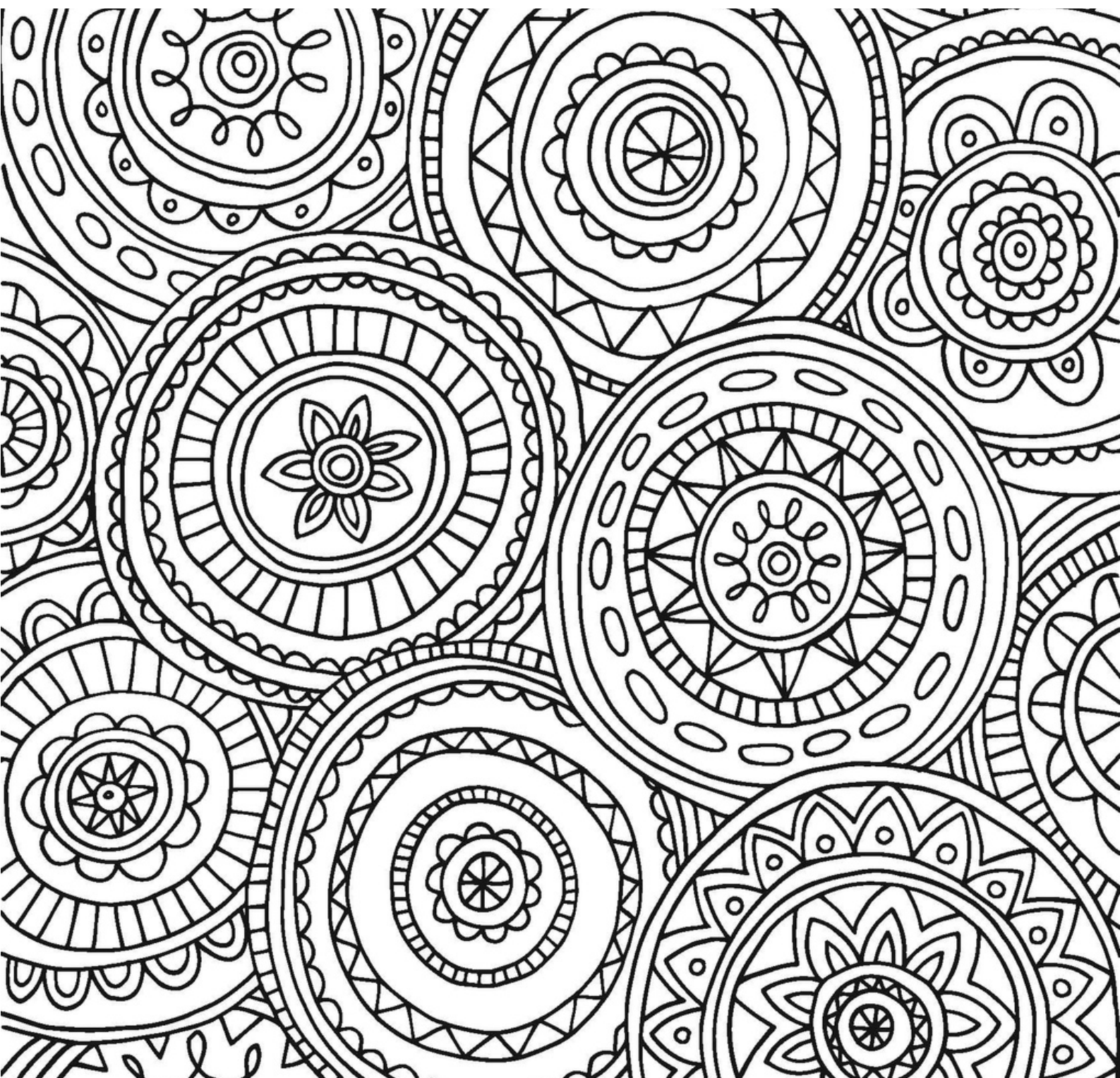
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# MORE INFORMATION

## ANXIETY UK

Provide support and help if you've been diagnosed with, or suspect you may have, an anxiety condition.

**Text service: 07537 416905**

**Infoline: 03444 775774**

**Web: [www.anxietyuk.org.uk](http://www.anxietyuk.org.uk)**

## BEAT

The UK's eating disorder charity.

**Youthline: 0808 801 0711**

**Helpline: 0808 801 0677**

**Web: [www.beateatingdisorders.org.uk](http://www.beateatingdisorders.org.uk)**

## CALM HARM APP

The Calm Harm app provides ways for children and young people to manage the urge to self harm. Developed for stem4 by Dr Nihara Krause, a Consultant Clinical Psychologist together with input from young people. Free to download.

**Web: [www.calmharm.co.uk](http://www.calmharm.co.uk)**

## CHILDLINE

Counselling service for children and young people in the UK. Phone, talk to a counsellor online, send Childline an email or post on the message boards.

**Helpline: 0800 1111 (Everyday, 24 hours)**

**Web: [www.childline.org.uk](http://www.childline.org.uk)**

## CLEAR FEAR APP

The Clear Fear app provides ways for children and young people to manage anxiety. Developed for stem4 by Dr Nihara Krause, a Consultant Clinical Psychologist together with input from young people. Free to download.

**Web: [www.clearfear.co.uk](http://www.clearfear.co.uk)**

# MORE INFORMATION

## COMBINED MINDS APP

Combined Minds is a free app developed for teenage mental health charity stem4 by Dr Nihara Krause, Consultant Clinical Psychologist, to help families and friends support young people with their mental health.

**Web:** [www.combinedminds.co.uk](http://www.combinedminds.co.uk)

## EATING DISORDERS SUPPORT

Provide support to anyone affected by eating disorders, including carers.

**Helpline:** 01494 793223 (24 hours, 7 days a week)

**Web:** [www.eatingdisorderssupport.co.uk](http://www.eatingdisorderssupport.co.uk)

## FRANK

Confidential information for anyone concerned about their own or someone else's drug misuse.

**Helpline:** 0300 123 6600

**Web:** [www.talktofrank.com](http://www.talktofrank.com)

## MIND

Provide information on mental health problems and where to get help.

**Infoline:** 0300 123 3393.

**Text:** 86463 Mon – Fri 9 am – 6 pm

**Web:** [www.mind.org.uk](http://www.mind.org.uk)

## NO PANIC

Provide a youth helpline and services to sufferers and carers of people with Panic, Anxiety, Phobias and Obsessive Compulsive Disorders (OCD).

**Youth Helpline:** 0330 606 1174 (for 13- to 20-year olds)

**Web:** [www.nopanic.org.uk](http://www.nopanic.org.uk)

# MORE INFORMATION

## NSPCC

Keeping children and young people safe from a wide range of abusive situations.

**Helpline for adults: 0808 800 5000**

**Childline (for 18 years old and under): 0800 1111**

**Web: [www.nspcc.org.uk](http://www.nspcc.org.uk)**

## OCD ACTION

Offer support and information to anybody affected by OCD

**Helpline: 0845 390 6232 Mon – Fri 9.30 am – 5 pm**

**Web: [www.ocdaction.org.uk](http://www.ocdaction.org.uk)**

## PAPYRUS PREVENTION OF YOUNG SUICIDE

Provides confidential suicide prevention advice to young people and anyone worried about a young person.

**Helpline: 0800 068 4141**

## RELATE

Relationship support and counselling for children and young people.

**Web: [www.relate.org.uk](http://www.relate.org.uk)**

## SAMARITANS

Provide confidential support for people experiencing feelings of distress or despair.

**Helpline: 116 123 (Everyday, 24 hours)**

**Web: [www.samaritans.org](http://www.samaritans.org)**

## SANE

Offer specialist emotional support and information to anyone affected by mental illness, including family, friends and carers.

**Helpline: 0300 304 7000 Everyday 4.30 pm – 10.30 pm**

**Web: [www.sane.org.uk](http://www.sane.org.uk)**

# MORE INFORMATION

## SEED

Eating disorder support service

**Helpline: 01482 718130 (Mon- Fri 9.30 am – 2.30 pm)**

**Web: [www.seedeatingdisorders.org.uk](http://www.seedeatingdisorders.org.uk)**

## SHOUT

Shout is the UK's first 24/7 text service, free on all major mobile networks, for anyone in crisis anytime, anywhere.

**Text: 85258**

**Web: [www.giveusashout.org](http://www.giveusashout.org)**

## STONEWALL

Information and advice for LGBT communities and their allies.

**Helpline: 0800 0502020**

**Web: [www.stonewall.org.uk](http://www.stonewall.org.uk)**

## THE MIX

Information and support for under 25's, on-line chat with a trained helpline supporter.

**Helpline: 0808 808 4994 Everyday 11 am – 11 pm**

**Web: [www.themix.org.uk](http://www.themix.org.uk)**

## YOUNGMINDS

Information for both parents and young people on child and adolescent mental health.

**Parents' Helpline: 0808 802 5544 (Mon-Fri, 9.30am-4pm)**

**Web: [www.youngminds.org.uk](http://www.youngminds.org.uk)**



# HELPFUL LINKS

## **RIGHTS FOR CHILDREN:**

Children's rights in England – [rights4children](https://rights4children.org.uk)

## **BECOME:**

[becomecharity.org.uk](https://becomecharity.org.uk)

## **CHILDREN'S COMMISSIONER ENGLAND:**

[childrenscommissioner.gov.uk](https://childrenscommissioner.gov.uk)

## **CHILDREN'S COMMISSIONER WALES:**

[childcomwales.org.uk](https://childcomwales.org.uk)

## **CORAM LEGAL HELPLINE:**

[childrenslegalcentre.com](https://childrenslegalcentre.com)

## **FAMILY RIGHTS GROUP:**

[www.frg.org.uk](https://www.frg.org.uk)

## **HUB OF HOPE:**

[www.hubofhope.co.uk](https://www.hubofhope.co.uk)

## **FAMILY LIVES:**

[www.familylives.org.uk](https://www.familylives.org.uk)

