

**CIN/ Core Group MEETING AGENDA**

1. Welcomes and overview of the purpose of the plan
2. What’s happened since the last since conference or the last CIN Meeting - significant incidents.
3. CIN/CP Plan – Review and update the plan.

*For the first CIN meeting the social worker should attend with a draft plan which has been informed by the C&F assessment*

*Subsequent CIN meetings – measure progress and impact on the child. Consider the aims and actions, what has been achieved and what impact this has had on the child.*

1. **Education – COVID** – Is the child attending? Does the child have an EHCP Plan / Is a member of household CEV? / Is the child Clinically Extremely Vulnerable?

Is the CYP engaging well in their learning at present? Brief outline of what current timetable/provision looks like / What form does this learning take? (online platform set by school, virtual lessons)

How are any emotional health and wellbeing issues being addressed? How is the child feeling about the current situation with school/setting? What are the welfare check arrangements that are in place? How often is the contact by school and social worker? What support, if any, is needed to increase engagement?

1. Views of the Child
2. Views of the Parent
3. Overall effectiveness of the plan – is the risk increasing or decreasing
4. Contingency plan – have extended family been contacted, what support is available?
5. Recommendation for strategy meeting or Early Help Assessment
6. Agree Chair and Minute Taker for next CIN/Core Group meeting.

**CIN/core group agenda with guidance notes**

1. **Welcomes**
2. **What’s happened since the last meeting – significant incidents.**

Parent to be asked first if there any significant incidents - anything that we all need to be aware of (good and bad) and then the wider core group.

This is the first agenda item as significant incidents in the intervening period will provide context to later discussion – this is **not a general update/overview of progress** the Chair will need to proactively reinforce this and stop agencies giving an overview here.

1. **CIN/CP plan – Review and update the plan.**

The whole plan must be systematically gone through and updated. Remember that the **impact on the child** is key.

Relate the plan back to what the child has said/ feels, involve the child and parents in the planning.

The first meeting should **develop** the draft plan which the C&F assessment has informed.

Subsequent meetings – **measure progress and impact on the child**. Consider the aims and actions, what has been achieved and what impact this has had on the child (e.g. if parent has attended the Gateway has there been a direct impact on the child, is the parent more able to protect now, how is this evidenced? Completion of the course is not evidence of change.)



1. **Views of the Child**

Do they understand the plan, what have they said about the concerns within their family, what is good, and what do they want to be different? Are we working towards this, if not why not? What do they think is different now?

How are they participating in the CIN process? Do they want to attend their meeting?

How do we know all of this information? Be clear that views need to come directly from the child rather than parents or professionals assuming this is what the child would say; i.e. evidence the child has been spoken to by those working with the family.

1. **Views of the Parent**

What do they want to be different? Are we working towards this? What are their views about the progress of the plan, what do they think is different now and why?

Do they understand why there is a plan, and what they need to do? Do they think it’s realistic?

Do they feel that the support is targeted in the right area? Are there areas of support that they require that are not part of the plan?

Are all relevant parents involved in the plan? Who else from their network could support them?

1. **Overall effectiveness of the plan.**

Measure this through the changes to **child’s lived experience**. Is there evidence that parents have/ can sustain the changes?

Have discussions about the cycle of change.

Where does the parent think they are in the cycle – do professionals feel differently?



1. **Contingency plan**

What is the contingency plan - what will happen if the plan doesn’t work? What are the timescales? What are the indicators that we need to instigate the contingency plan?

Indicators that we need to enter contingency planning must reflect the **impact on** and risks to the child. This may not always be easy for cases of neglect so have the discussion at the first meeting and use chronologies to inform your planning.

1. **Recommendation for a Strategy Meeting**

Each agency to offer their view re the need for escalating the CIN plan for a strategy meeting – with rationale considering the risk.

The CIN/Core Group meeting is a good forum for all members to question each other and to express a difference of opinion but this discussion always needs to conclude by identifying how the disagreement can be resolved.

1. **Agree Chair and Minute Taker**

Not to be the same person as last time - CSC will have the handwritten notes typed up