

**This procedure is for Professionals working with a
Stoke-on-Trent Child / Young Person Only**



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Stoke-on-Trent and Staffordshire Safeguarding Children Board

MANAGING INDIVIDUAL CASES

REVIEW CHILD PROTECTION CONFERENCES

Stoke-on-Trent Section C 07

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Stoke-on-Trent C 07 Review CP Conference

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01 Purpose

Purpose of child protection review conference (CPRC)

The purpose of a review child protection conference is:

- To receive updated information on the progress of the Child Protection Plan
- To review the risk of significant harm against the planned outcomes as set out in the Child Protection Plan
- To ensure that the measures put in place to safeguard the child/young person continue to be effective and appropriate
- To consider the child/young person's wishes and feelings
- To consider whether the Child Protection Plan should continue or be amended with appropriate desired outcomes and timescales
- To consider if the child/young person's needs can be met without a Child Protection Plan

If the Child Protection Plan continues, the relevance of the category of abuse under which the Child Protection Plan was created must be reviewed and changed if necessary. The conference should consider if the plan requires any changes when taking into consideration any change in category.

The chair will be expected to explore any issues raised within the conference report(s) and debate the effectiveness of the plan by challenging all those present about their professional views

If the child/young person no longer requires a Child Protection Plan, the conference should consider what support may benefit the child/young person and family, who is responsible for providing that support, and whether a Child in Need Plan is required.

If the decision is for a Child in Need Plan, the conference should consider who the core members should be to support the child / family.

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02 Frequency

The first Review Child Protection Conference (RCPC) should be held within 3 months of the date of the Initial Child Protection Conference (ICPC). Further reviews must be held at intervals of not more than 6 months for as long as the child/young person requires a Child Protection Plan.

An early RCPC may be convened in the following circumstances:

- Where there is a further incident of actual significant harm, or risk of significant harm, to a child/young person who has been made the subject of a Child Protection Plan
- Where a child is to be born into the household of a child/young person with a Child Protection Plan, an ICPC should be held for the unborn child, and a RCPC should be held for the children/young people in the family who have been made the subject of a Child Protection Plan
- Where a person who is considered to pose a risk to children/young people joins or commences regular unsupervised contact with children/young people in the household
- Where the Core Group believe that the child/young person no longer requires a Child Protection Plan
- When a Child Protection Conference is deemed inquorate by the Conference and Review Manager
- In relation to a child who was made the subject of a Child Protection Plan at a pre-birth conference, the Review Child Protection Conference should take place within one month of the child's birth
- When a child/young person becomes Looked After and care proceedings have been commenced.
- Children not normally removed off a plan at 3 months unless exceptional circumstances apply

03 Lead Worker's (Social Worker's) Report

The lead worker should provide a typed, signed and dated report including a chronology of significant events, using the relevant report for RCPC, which must be endorsed and counter-signed by the lead worker's line manager.

Information on all children/young people in the household must be provided and the report should mention each individual child who is a subject of a Child Protection Plan.

The Conference will require as part of a written report:

- The lead Worker to co-ordinate the contributions by Core Group members, and to include the views of the parents/carers and children/young people
- At the first RCPC, a copy of the Child and Family Assessment, an analysis of the assessment findings signed by Principal or Practice Manager, and recommendations for the Child Protection Plan

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The report should be provided to parents/carers and older children/young people at least two working days in advance of the RCPC to enable any factual inaccuracies to be identified, amended and areas of disagreement noted. Comments or suggestions made by the child/young person and/or parents/carers as a result of seeing the report must be included or conveyed verbally to the conference.

Children will not be removed from a plan unless authorised by a manager.

In exceptional circumstances, where confidential information cannot be shared with the child/young person or parents/carers beforehand, the Lead Worker should seek guidance from their manager and inform the Conference and Review Manager.

Where necessary an interpreter should be facilitated to translate the report taking account of the language and any sensory or learning difficulties of the child/young person and parents/carers.

All contributors should provide a written report to the conference that should be shared with the family in advance of the conference and made available to those attending.

The report should also be available to the family at least three working days in advance and should be ready for the Conference and Review manager at least two days in advance of the RCPC.

04 Attendance

Attendees at the conference should include those most involved with the child/young person and family in the same way as at an Initial Child Protection Conference. Any involved professional who is unable to attend the Review Child Protection Conference must provide a written report of their views and progress against planned outcomes.

The Police must always provide written information whether they attend or not. Where domestic abuse or a sexual offender is a concern, Police attendance would normally be expected except where circumstances have not changed and there is no new information to share.

05 Administration and Minutes

The same arrangements apply to the administration and preparing the minutes of the RCPC as for the ICPC.

The service support workers will be responsible for sending written invitations from an invitation list supplied by the Lead Worker at least 20 working days prior to the RCPC. The service support workers are also responsible for the preparation and dissemination of the minutes within 15 working days of the RC PC. The Decisions

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and Recommendations will be issued by the service support workers within 24 hours of the Review Child Protection Conference.

Each RCPC will set the date for the next review and note this date in the minutes.

06 Plans open for 9 months or more.

Where plans are open for 9 months and sufficient progress is not being made, a line managers review must be held as per **Section C11: Supporting children subject to a CP plan: Ensuring progress**

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