

# What is an Initial Child Protection Conference?

## Information for Parents/carers

*“Protecting vulnerable people and promoting  
Independence by providing quality services”*

## What is an Initial Child Protection Conference?

An Initial Child Protection Conference is a meeting between people from Children's Services and others like doctors, teachers, health visitors and school nurses who know you and your child (ren). You may also be invited to attend.

## Why is the meeting being held?

The meeting is being held because these people are concerned about your child (ren) and they want to make sure they are protected from significant harm.

The people at the meeting will share information about you and your child (ren). The reason for this is to discuss significant harm and what if anything needs to be done to keep them safe. The meeting will decide if your child (ren) is/are in need of a Child Protection Plan (See parents' information about decision making at Child Protection Conferences and Child Protection Review Conferences)

## Who attends the meeting?

You will usually be invited to attend the meeting and you can bring a friend, relative or solicitor with you to support you. (In some circumstances parents/carers are not invited to attend the meeting. However they are kept fully informed of when meetings are taking place and what has been decided).

There will be professional people there like your Social Worker, Health Visitor, Doctor, School Nurse and your child's Teacher.

Where appropriate there will be a police officer and also a legal representative who works for Sunderland City Council.

The meeting will be chaired by an Independent Reviewing Officer. They are there to assist those involved in making a decision about what is in the best interests of your child (ren)

## What will we talk about?

This meeting is the chance for people to express their view regarding the safety of your child (ren). At this meeting they can also raise concerns about their future care.

## What happens at the end of the meeting?

A decision will be made about whether your child (ren) needs a Child Protection Plan and whether their name(s) is/are placed on the City of

Sunderland Child Protection Register. If a decision is made not to put their name on the Child Protection Register you and your family will continue to be offered support to keep your child safe via a Child in Need Plan.

If a Child Protection Plan is needed, the group of people who have things to do as part of the Protection Plan are called the Core Group.

## What is a Child Protection Plan?

A Child Protection Plan is a list of things that are written down for different people and family members to do. The aim of this is to reduce the harm or risk of harm to your child (ren).

## What is the Core Group?

The Core Group includes children where appropriate. If they are old enough and can understand what is going on. The Core Group will meet regularly to talk about how things are for you and your child (ren) and the work that has been done from the Child Protection Plan.

The work done by the Core Group is reviewed at the Child Protection Review Conference.

After an Initial Conference, there will be a further meeting initially after three months and then at six months to review your child (ren)'s Child Protection Plan. This meeting will be managed by an Independent Reviewing Officer.

## Complaints and other comments

We welcome comments about the service we give because you think tells us a lot about the quality of what we do. Please tell us if you think we have done well, if you are unhappy and want to complain or if you have a comment or suggestion. We listen to everything people say and take their comments seriously. Where we can, we use the information people give to us to improve services. Please contact Jean Hughes Principal Review Manager. Cassaton House, Fawcett Street, Sunderland. 0191 566 2694.

If you have a complaint and you want to complain to discuss it with someone who isn't part of our service, you can contact Elisabeth Johnson, Complaints Manager, Elisabeth Johnston, Room 4.2, Civic Centre, Sunderland.

## Seeing the Information we have about you

When we have any dealings with you we will usually make a record of them in a case file or on a computer. It's important that we keep proper

records to help us deal with your case and that you know about the sort of information we hold about you. The law gives you the right to see some or all of your Children's Service's Records. To find out more, contact the Customer and Quality Services Section at the above address.

## Your comments are valuable

Sunderland Local Safeguarding Children Board Safeguarding Children Procedures are the procedures that agencies follow when working with families where there are concerns. They can be found at [www.sunderlandchildrenstrust.org.uk/profs-safeguardboard.asp](http://www.sunderlandchildrenstrust.org.uk/profs-safeguardboard.asp)

If you have any comments about this leaflet please contact:  
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