

**LANCASHIRE SAFEGUARDING CHILDREN BOARD**

**AGENDA FOR INITIAL CHILD PROTECTION CONFERENCE**

1. Introduction/Apologies
2. Status of meeting and confidentiality statement
3. Verification of family details
4. Reasons for conference
5. Confirmation of agreement of significant events by agencies
6. Social Worker's Report (Summary)
7. Discussion by all agencies on the child's developmental needs
8. Discussion by all agencies on the capacity of parent/s
9. Assessment of family and environmental history by all agencies
10. Parents/children asked to give their views (throughout the meeting)
11. Analysis and Assessment of risk
12. Chair's Summary
13. Individual agency recommendation
14. Decision of Conference
    1. No Child Protection Plan
    2. Child Protection Plan
    3. No Further Action
15. Provision of family support
16. Dissenting views
17. Content of Child Protection Plan
18. Agreement of membership of and date of first Core Group
19. Agreement of Review Conference date
20. Any Other Business

**Notes for Parents/Children/Young People**

The conference will follow the order given above. You will be given the opportunity to respond throughout and at item 10. You may be asked to leave the conference if the independent reviewing officer seeks legal advice and/or if a professional agency requests a confidential section.

**Notes for Professionals**

NB To aid the accuracy of the written record of the conference, it is essential that agencies submit a written report. Any written amendments to the record of the meeting must be sent to the independent reviewing officer within seven days of their receipt.