**LANCASHIRE SAFEGUARDING CHILDREN BOARD**

**CONFIDENTIAL**

**FINAL CORE GROUP REPORT FOR REVIEW CHILD PROTECTION CONFERENCE**

|  |  |
| --- | --- |
| **HELD ON THE:** | (date) |

**SECTION 1: REPORT AUTHOR**

|  |  |
| --- | --- |
| **REPORT COMPILED BY:** |  |

**SECTION 2: KEY INFORMATION**

Child Subject to Conference (\* - The Service User Number will be included on your invite to conference)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **CHILD SERVICE USER NUMBER****\*** | **SURNAME** | **FIRST NAME** | **DATE OF BIRTH** | **SCHOOL/ NURSERY** | **LEGAL STATUS** | **GP** |
|  |  |  |  |  |  |  |
| **HOME ADDRESS** |  |
| **CURRENT ADDRESS (IF DIFFERENT TO ABOVE)** |  |

Adults and Others in the Household (including other children not subject to conference)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SURNAME** | **FIRST NAME** | **DATE OF BIRTH** | **OCCUPATION/SCHOOL/NURSERY** | **RELATIONSHIP TO CHILD SERVICE USER NUMBER** | **PARENTAL RESPONSIBILITY** |
|  |  |  |  |  | **YES/NO** |
|  |  |  |  |  | **YES/NO** |
|  |  |  |  |  | **YES/NO** |

Any Other Significant Adults

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SURNAME** | **FIRST NAME** | **DATE OF BIRTH** | **ADDRESS** | **RELATIONSHIP TO CHILD SERVICE USER NUMBER** | **PARENTAL RESPONSIBILITY** |
|  |  |  |  |  | **YES/NO** |
|  |  |  |  |  | **YES/NO** |
|  |  |  |  |  | **YES/NO** |

Any Children who do not Live at the Named Address

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CHILD NUMBER** | **SURNAME** | **FIRST NAME** | **DATE OF BIRTH** | **ADDRESS** | **RELATIONSHIP TO CHILD SERVICE USER NUMBER** |
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| **PLEASE STATE THE CHILDREN/ADULTS YOU ARE CURRENTLY WORKING WITH:** |
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| **AGENCIES INVOLVED** |  |
| **HAS THE REPORT BEEN SHARED WITH THE CHILD/YOUNG PERSON?** | **YES/NO** |
| **HAS THE REPORT BEEN SHARED WITH THE PARENTS/CARERS?** | **YES/NO** |
| **IF YOU HAVE NOT SHARED THE REPORT WITH EITHER THE CHILD /YOUNG PERSON OR THE PARENTS/CARERS, PLEASE STATE THE REASONS WHY** |  |

**SECTION 3: MAIN REPORT** (Please complete as much of the form as possible)

Chronology of Significant Events/Contacts with the Agencies

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| --- | --- |
| **DATE** | **SIGNIFICANT EVENT/CONTACT** |
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**THE REVISED/RESTATED CHILD PROTECTION PLAN**

What needs to change in order to achieve the outcomes to safeguard and promote the welfare of the child?

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| --- | --- | --- | --- | --- | --- | --- |
| **Risk Factors (Considering a child's developmental needs, parenting capacity and the family/ environmental factors** | **How will this be addressed?****(eg Actions/Services to be taken/provided)** | **By Whom?****(eg Person/ Agency Responsible)** | **Timescale/ Frequency (eg hours per week)** | **Planned/Intended Outcome (ie Progress to be achieved by specified date or next review)** | **Achieved?** | **Date Achieved** |
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| **Review of Progress/Analysis** |
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| --- |
| **Current Risks** |
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**SECTION 4: YOUNG PERSON AND PARENTS VIEWS**

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| --- |
| **CHILD'S/YOUNG PERSON'S VIEWS:** |
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| **PARENT'S/CARER'S VIEWS:** |
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| **FINAL CORE GROUP RECOMMENDATION:**1. **CONTINUATION/DISCONTINUATION OF THE CHILD PROTECTION PLAN**
2. **CHANGES REQUIRED TO THE CHILD PROTECTION PLAN (PLEASE INDICATE WHAT CHANGES ARE REQUIRED)**
3. **PROVISION FOR FAMILY SUPPORT (PLEASE SPECIFY)**
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| **AGENCY DISSENTED:** |
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| --- |
| **DISSENTING VIEWS:** |
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| **UNMET NEEDS:** |
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Signed:

Date:

**If you are unsure what to include in which section, please refer to the individual agency guidance for completing Initial/Review Conference reports which is available on the Lancashire Safeguarding Children's Board website** [**http://www.lancashire.gov.uk/corporate/web/view.asp?siteid=3829&pageid=20739&e=e**](http://www.lancashire.gov.uk/corporate/web/view.asp?siteid=3829&pageid=20739&e=e)

**Please share this report with the child and parents prior to the Conference and sent it electronically using secure email within 48 hours of the Conference to the appropriate office:**

|  |  |
| --- | --- |
| **District** | **E-Mail address** |
| **Burnley, Pendle & Rossendale** | **childrensocialcaresupporteast@lancashire.gov.uk** |
| **Hyndburn & Ribble Valley** | **childrensocialcaresupporteast@lancashire.gov.uk** |
| **Preston** | **Administration.GreenbankSt@lancashire.gov.uk** |
| **Chorley, South Ribble** | **Administration.GreenbankSt@lancashire.gov.uk** |
| **West Lancs** | **Administration.GreenbankSt@lancashire.gov.uk** |
| **Fylde & Wyre** | **cypsupportkirkham@lancashire.gov.uk** |
| **Lancaster** | **cypsupportkirkham@lancashire.gov.uk** |

**Advice on sending mail securely is available at**: <http://userawareness.zixcorp.com/lancashire/>. Support for any technical problems can be accessed via the Lancashire County Council ICT Customer Service Desk on 01772 532626