

# Core group meetings



## Overview

This guidance aims to support practitioners to understand their role within core group meetings.

It is important to engage in multi-agency work to improve outcomes for children and families and ensure the child is safe from harm.

The core group should further develop the plan, share information and agree what support should be provided to the child and parent, and how the impact of it will be measured.

## Frequency

**Frequency of core group meetings:**

Core Groups take place in between Child Protection Conferences to ensure the plan is moving forwards in a timely way.

Core groups should happen within 10 days of an Initial Child Protection Conference, and then a minimum of every four weeks whilst a child is supported through a Child Protection plan. Depending on the needs of the child, they may need to take place more frequently.

## Membership

**Membership must include:**

- The lead social worker
- The child (if appropriate) or an advocate who can represent the child's views.
- Parents and relevant family members
- Professionals involved with the child or parents

## Social Worker

**The Lead Social Worker should:**

- Complete the assessment of the child and family, securing contributions from core group members.
- Coordinate the contributions from family members and agencies to plan the actions which need to be taken.
- Review progress against the planned outcomes set out in the plan.
- Arrange and lead core group meetings.
- Provide a written record of meetings for all core group members and the family
- Ensure that the Child Protection plan is developed into a detailed multi-agency plan.

## Core Group

**Everyone in the core group is responsible for:**

- Attending core group meetings and reviewing progress to ensure there is no drift.
- Formulating and implementing the Child Protection plan.
- Undertake any actions assigned to them in a timely way.
- Monitor and evaluate progress against the outcomes for the child on the plan.
- See the child in line with what is agreed in the Child Protection plan.

## Top tips

**Your core group should consider:**

- Are all members sharing up to date information to inform planning for the child?
- Is there a clear contingency plan for if concerns increase for the child/ren?
- Does the group have all of the information and views it needs, from the child, family and involved professionals?
- Are you concerned about the planning for the child, or that the plan is not progressing? Please refer to the Resolving Professional Differences protocol.
- Are there concerns about neglect within this family? As a core group, you should refer to the Family Strengths and Needs toolkit to measure progress over time.
- Have you set future dates of meetings to ensure that the family and involved professionals are able to attend?

## Find out more

**You can find out more information about different agency responsibilities below:**

- Working Together to Safeguard Children
- South West Child Protection Procedures
- Resolving Professional Differences protocol

