

## CORE GROUP MEETING

### Purpose of the Core Group

A Core Group is a group of relevant professionals and family members who work together to create, implement and review a Child Protection plan.

### The Child Protection Plan

The Child Protection Plan sets out the work that needs to be done, why, when and by whom.

## DETAILS

### First Core Group

- The Initial Child Protection Case Conference will set the date of the first core group and the timings of future core groups
- The Initial Child Protection Case Conference will determine the initial membership of the core group although further members can be co-opted at any time
- A chair and minute taker will need to be identified; the chair does not need to be the lead social worker
- The primary aim of the first core group is to develop a detailed child protection plan setting expected outcomes for the child within clear timescales
- The initial core group must clarify to the parents what are the causes of concern, what needs to change and any contingency planning should change not be effected
- It is the responsibility for each member of the core group to have a clear sense of understanding of their role within the core group, what tasks they have responsibility for and the timescale for completion of the tasks. This must be achieved at the initial and future core group meetings
- The date, time and location for the next core group meeting needs to be set as per the agreed timescale determined at the initial child protection case conference
- A copy of the child protection plan and the core group minutes must be sent to all core group members within five working days of the initial core group meeting

### Subsequent Core Groups

- Core Groups must meet minimally on a four week basis as determined at the Initial Child Protection Conference
- It is the responsibility of the lead social worker to ensure that all attendees have a copy of the most recent child protection plan to review at the meeting
- A chair and minute taker will need to be identified; the chair does not need to be the lead social worker
- The chair will review each identified need against the intended outcome, the individual responsible for the action and within the identified timescale to determine what has been achieved in the Child Protection Plan
- The core group members will analyse the risk of harm in light of any lack of progress in respect of identified tasks
- All members of the Core Group will assess progress with reference to the CSCP scaling tool
- If the Core Group is the last Core Group prior to the Review Child Protection Case Conference, all members of the Core Group will make a recommendation in respect of whether the child/ren should remain subject to a Child Protection Plan
- The Child Protection Plan will be updated to reflect what needs to happen next
- Contingency planning should take place if there is no evidence of change in relation to the child's safety and welfare
- The date, time and location for the next core group meeting needs to be set as per the agreed timescale determined at the initial child protection case conference
- A copy of the updated child protection plan and the core group minutes must be sent to all core group members within five working days of the initial core group meeting