

## Working Together- Team around the Child and the Child and Family Plan

The Team around the Child meeting should include appropriate people, ensuring there is no duplication of roles and that families are not overwhelmed. Keep the meeting as small as possible. **Please see the Team around the Child meeting checklist in Section D.**

### Principles:

- When identifying who needs to be there, ensure those invited have a **clear role** in supporting the family
- **Prepare** the child and family for what to expect at the meeting – more will be achieved this way. The child and/or family may want to only be present for part of the meeting
- Ask if the family want to bring someone for **support** – meetings with practitioners can be daunting
- Ensure the family know the **role** of everybody invited and so understand why they are there
- Make sure you promote the **participation** of the family at the meeting and the participation of the practitioners invited
- Make sure you focus on the development of an **action plan** and set a date for reviewing the plan

These principles apply regardless of the purpose of the Team around the Child, which could be [Core Group \(Child Protection\) Child in Need](#) or [Early Intervention \(guidance for practitioners\)](#).

The *Child and Family Plan* must focus on the child/ren.

The plan must include the child/ren's views, wishes and feelings and those of the parent/carers.

Ordinary and clear language should be used in the plan, including images where helpful and professional jargon should be avoided - if acronyms need to be used, they should be explained.

The plan must be enabling and focus on strengths and capabilities as well as any needs/risks.

The plan should tailor support to the needs of the individual child and family.

The plan should be action and outcome focussed, coordinated where needed with actions which are specific, measureable, achievable, realistic and time bound (**SMART**), with an identified owner.