



LSCB
Guidance
For Core Group
Members

The aim of this leaflet is to make clear the roles & responsibilities of all core group members throughout the period that a child has a Child Protection Plan.



The outline Child Protection Plan will have been put together by the Child Protection Conference. The Plan will identify the goals and tasks needed to reduce future risks.

The Core Group shares responsibility for:

- drawing up the detailed plan;
- implementing the plan;
- ensuring that reviews of the continuing need for a Child Protection Plan take place within agreed timescales;
- ensuring that all people involved in the process are treated with respect, and that consideration is given to their individual needs.

Core Group Membership

Core Groups consist of:

- the child/young person (if appropriate) and parents/carers;
- an identified lead social worker from the office of Children and Young People's Services;
- other professionals who have a direct input into the family e.g. Health Visitor and/or School Nurse, Teacher, General Practitioner. There is discretion to involve others e.g. Education Social Worker, Probation Officer, Clinical Psychologist.

Roles and Responsibilities of Core Group Members

The lead social worker is responsible for:

- convening and chairing regular Core Group meetings;
- acting as lead worker for inter-agency work about the child.

The lead social worker must also ensure that:

- the statutory responsibilities of their agency are fulfilled;
- A meeting of Core Group members is organised as soon as possible after the initial Child Protection Conference usually within 10 working days unless there are exceptional circumstances, so as to complete the Child Protection Plan in more detail;
- a comprehensive social, medical and developmental assessment of the child is carried out;

- written confirmation of the inter-agency plan for the parents or those with parental responsibility for the child is provided;
- a copy of the Child Protection Plan is placed on the child's file;
- inter-agency contributions are coordinated and communication made easy between these agencies;
- the Child Protection Plan is formally reviewed, initially within three months and then at a maximum of six monthly intervals thereafter;
- parents and young people are prepared for their participation in the process;
- The Core Group meets 10 days before a Review Child Protection Conference and at least once more where the gap between conferences is six months.

All other Core Group members will:

- offer their fullest co-operation and support to the lead social worker in the discharge of their duties;
- attend all Core Group meetings agreed with the lead social worker;
- be responsible for their own tasks identified within the Child Protection Plan;
- notify the lead social worker if the level of agreed contact with the child has not been or cannot be maintained;
- communicate any changes or concerns to the lead social worker immediately;
- share in the responsibility of chairing and minuting Core Group meetings
- contribute to the core assessment of needs and risks.

Reviews

The Core Group is responsible for formally reviewing the Child Protection Plan and recommending its continuation or not. These meetings will be chaired by a member of the Core Group or their Line Manager. They need not necessarily be chaired by a representative from Children and Young People's Services.

Responsibilities:

- attendance at Child Protection Review Conferences must be given priority by all Core Group members as participation in the discussion around ongoing risk assessment is a crucial element of the process;
- the lead social worker will coordinate all information from Core Group members to inform the core assessment and the Review Conference;
- The Child Protection Plan will be reviewed and amended as appropriate.



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