

Appendix 5 – Multi Agency Conference Report

This report template can be used by all agencies presenting at a Child Protection Conference in Islington.
Please advise the Chair in advance if there is information in this report that should not be shared with certain members at conference.

London Borough of Islington Multi-Agency Child Protection Conference Report

Agency's Name		Professional's Role / Job Title	
Professional's Name		Professional's e-mail address	
Professional's Address		Professional's Contact Number	
Date of Conference			

Child(ren)'s Details						
Forename	Surname	DOB	Address	Ethnicity	Disability or Special Need	School or Nursery

Details of Parents, Carers or Significant Family or Household Members							
Forename	Surname	DOB	Address	Ethnicity	Disability or Special Need	Relationship To Child	PR?

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<p>Overview of your agency's involvement with child/family</p> <p>Include factors relevant to your service such as:</p> <ul style="list-style-type: none"> • <i>type of service</i> • <i>whether service is well used</i> • <i>Services or care provided</i> • <i>Difficulties</i> • <i>Progress to date</i> • <i>How long have you been involved</i> • <i>Any actions not completed</i> 	
<p>What are we worried about?</p> <p><i>Include what factors you consider to pose risk of significant harm or increase the risk of harm to the child/children?</i></p>	

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<p>What's working well?</p> <p><i>Safety Factors which you believe reduce the risks of harm to the child/children or help to ensure safety. Features of family life and parenting that have a positive effect on the children's lives.</i></p>	
<p>What needs to change or to happen?</p> <p><i>What do you believe will make this child or children safe?</i> <i>Professional input</i> <i>Family input</i></p>	
<p>What don't we know?</p> <p><i>This should incorporate any areas that are unclear or which the family do not accept</i></p>	

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<p>What do you believe to be the likely outcome for the child(ren) if their current situation continues?</p>	
<p>What areas of risk or concern can your agency help the parents/carers to resolve? <i>Briefly describe what contribution your service can make to the child(ren)'s plan.</i></p>	

Author's Name		Designation	
Signature		Date	
Manager's Name		Designation	
Signature if appropriate		Date	
Has this report been shared with parents/carers?		Has this report been shared with the child(ren)/young person?	
If yes, date: If not, state reason why		If yes, date: If not, state reason why	

<p>What are the views of the parents/carers and/or the child(ren)/young person on this report?</p>	
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For review meetings, what difference do the child and parents think the plan has made to their lives and the difficulties they were facing?