

DOCUMENT 2 - AGENDA FOR PUBLIC LAW OUTLINE MEETING

Refer to PLO procedure – Stage 2. PLO Meeting follows the PLO Letter (Letter Before Proceedings) sent to parents .

1. Chaired by SCM, who minutes the meeting.
2. Introductions. /those invited/apologies. Agenda circulated.
3. Remit of meeting - ie, the concerns expressed in the letter before proceedings and formulating a plan to protect the child.
4. Confirm names, and dates of birth,of child.
5. Family structure and significant others.
6. Child's status eg Child in need plan / Child Protection Plan / looked after / any relevant current or previous proceedings (eg public law, private law, involving siblings, parents). Current plan for the child, if applicable. Reasons why current plan not safeguarding the child.
7. Discuss what can be done to help improve the child's situation on the part of the parents, including and assessment outcomes and gaps identified.
8. Outline services provided / planned.
9. Parents views and wishes.
10. Child's views and wishes (as ascertained by SW / parents/other)
11. Alternative potential family carers
12. Whether a family meeting is necessary.
13. Provisional plan formulated. Note- GSM Decision to institute proceedings.
14. Consent issues - Consent Form available - eg, access to medical records/other agencies, etc.
15. Resource issues eg PCM approval for independent assessment (GSM approval for residential assessment).
16. Parents given time in private with their solicitor, and given the opportunity to make a further contribution to the meeting.
17. SCM summarises the position and plan.
18. Can agreement be reached? Any dissent to the plan minuted.

19. Review date agreed, with regard to any CPR /LAC dates.
20. SCM sends Minutes to all present and SM and , as appropriate: Child Protection Co-ordinator /Other professionals in the Core Group; IRO /those invited to the LAC Review.

(G:\LEGAL SERVICES\SHARED AREA\TEAM TEMPLATES\SOCIAL CARE\CHILDREN\AGENDA PLO MEETING .DOC)