Risk management scoping meeting

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| THIS DOCUMENT IS STRICTLY PRIVATE AND CONFIDENTIAL, DO NOT READ OR DISTRIBUTE IF YOU ARE NOT THE INTENDED RECIPIENT |

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| Date |  | Time |  |
| Location |  | Chair |  |

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| Attendees present |
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| Apologies received |
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| **IMPORTANT - NOTE BEFORE** |
| Due to confidentiality, no names for the children and young people in discussion have been included. They have been referred to as Child 1, Child 2 and so on with initials used at the beginning for first identification. |

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| Introduction |
| Confidentiality statement to be read out:In all investigations of organised or complex abuse, it is essential that staff involved maintain an elevated level of confidentiality in relation to the information in their possession without jeopardising the investigation or the welfare of the children involved. Subsequent information generated throughout the investigation should only be shared on a ‘need to know’ basis. If necessary, any decisions may be implemented in conjunction with the procedures on Allegations against People who Work with Children[[1]](#footnote-1).In reconciling the difference between the standard of evidence required for child protection purposes and the standard required for criminal proceedings, emphasis must be given to the protection of the children as the prime consideration.The investigation and enquiries must also address the racial, religious, cultural, language, sexual orientation and gender needs of the child, together with any special needs of the child arising from illness or disability.(You can also add: This Scoping Meeting is being held due to the worries about this provision and the recent “Inadequate” rating for the residential provision at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ . . . . . . *complete a summary here*) |
| **WE WILL** |
| Use these below prompts where required:* Assess the information known to date including the compliance notices and any themes arising from the risk assessments of individual children;
* Decide what further information is required at this stage;
* Arrange for its gathering;
* Undertake an initial mapping exercise to determine what interventions we need to utilise to ensure that the concerns regarding CP/Safeguarding have been addressed.
* Are we able to offer any interventions to the provision in the short, medium and long term;
* If the regulatory body re-visit the provision and make the decision to give notice - what plans do, we need to have in place for individual children? Consider any immediate protective action required.

*The single and most important consideration is the safety and well-being of the child or children.* |

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| Discussions |
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| SCOPING OF ALL CHILDREN AND YOUNG PEOPLE |

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| Child 1 – INSERT INITIALS HERE |

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| Review of risk assessment |
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| Wishes and feelings of the child or young person |
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| Views of others |
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| Child 2 – INSERT INITIALS HERE |

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| Review of risk assessment |
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| Wishes and feelings of the child or young person |
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| Views of others |
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| ACTIONS AND AGREED TIMESCALES |

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| Child 1 – INSERT INITIALS HERE |
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| Child 2 – INSERT INITIALS HERE |
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| TIMESCALE AGREED TO COMPLETE ALL INDICATED ACTIONS BY |
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| --- | --- |
| Review date |  |
| Location |  |
| Time |  |

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| Chair’s signature |  |
| Job title |  |

1. See Allegations Against Person’s Who Work with Children Procedure [↑](#footnote-ref-1)