



Pre-proceedings Top Tips



Process of commencing pre-proceedings:

- ◆ Discussion with your team manager about your worries –they may want to hold a Key Decision Discussion with your Service Manager too.
- ◆ Case to be presented to Child Decision Making Panel and pre-proceedings proposed
- ◆ For pre-proceedings to be necessary—you must be concerned that the children are at risk of significant harm and the current intervention is not addressing the concerns. Legal threshold must be met to consider court action.



Steps of Pre-proceedings

1. Letter Before Proceedings to be produced—within 5 days of the decision to commence pre-proceedings. This to be checked by TM and legal.
2. Pre-proceedings meeting to be arranged—giving parents minimum of 5 working days from receiving the letter inviting them, a no longer than 3 weeks after the decision has been made
3. Pre-proceedings meeting to be held—chaired by TM, share the trajectory plan which has been created for the period of pre-proceedings.
4. Follow and monitor trajectory plan for evidence of change
5. Review pre-proceedings meeting—decision to end, extend or issue.

During pre-proceedings:



- ◆ Follow the trajectory plan
- ◆ Involve family members—for a family group meeting for support and a network for the family and for viability assessments to be completed
- ◆ Assessment of parents
- ◆ Direct work with the children for the impact on their lived experience
- ◆ Gather information from other professionals
- ◆ Arrange any expert assessments—including DNA, cognitive assessments, drug testing.
- ◆ Involve fathers and all of those with parental responsibility