

Dear All,

The FGC Service is very pleased to inform you that the FGC Referral has been amended. Attached is a blank copy of the document and please be informed that:

Family information will prepopulate from other documents. However, we would like to kindly ask you to review the information each time so that all details are up to date.

The list of reasons why the FGC is requested is more specific, but straightforward. So, you should not have any problem to indicate the reason/s.

It is great if you have the list of the names of the network and their contact details, but if not, please only include the parents' names and their details and the FGC Coordinator will collect the information about the network during the initial FGC meeting/conversation with the parent/s.

Important changes are in the section of **the FGC Agenda**; apart from the question about your worries, you will see two more questions about what is working well and the aim of the FGC.

The section of questions has not been changed.

The Bottom-Line section has been reduced to two questions.

The Date of the Referral completed is at the end of the referral document; so please put the date in before sending the referral.

As before -you can find the referral document on Mosaic. Please go to the front page of the child; then press Start and go to New. You scroll down the list until you find the FGC Referral. The referral should be sent to Family Group Duty. Please send us only **ONE referral per family**.

We would like to confirm that we are accepting the referrals for FGCs. Although we cannot meet each other in person we can still gather virtually. Our Team of the FGC Coordinators can support families in creating their family plans, including a plan for immediate support, safety planning or long-term plans. We can also assist families to stay connected with each other over distance.

If you have any further questions, please feel free to contact one of us:

Leila Farah- Woking Close Centre Manager- 0777 541 7532

Lidia Kucharska- FGC Coordinator- 07919 392 894

Linda Obasuyi- FGC Coordinator- 0791 954 7716

Family Group Conference Referral



Family Information

Child/-ren Details

Person ID	Name	DOB / EDD	Gender	Ethnicity	Sub-ethnicity	Religion	Address

Status of the case

Name of Social Worker

Telephone number of Social Worker

Name of Team Manager

Telephone number of Team Manager

Parents details

Name	DOB	Relationship to child	Parental Responsibility	Address	Telephone number(s)

Other important people, living with the child/-ren, including any siblings not part of the FGC

Name	DOB	Relationship to child	Parental Responsibility	Address	Telephone number

Important people not living in the home

Name	DOB	Relationship to child	Parental Responsibility	Address	Telephone number

Is there a Genogram for the immediate family available on the record?

Family first language/ is an interpreter needed?

Any other communication support needed e.g. an advocate working with parents/ children?

Yes

No

Is there any risk to visit the parents alone?

Yes

No

Is there an up-to-date risk assessment available on the record?

Yes

No

Family Group Conference Referral information

Why is a Family Group Conference requested?

- To offer support as part of Early Help intervention
- To identify the family support and prevent CIN Plan to be escalated to CP Plan
- To support stepping down from CP Plan to CIN Plan
- To prevent child/ YP to be placed in foster placement
- To identify alternative carers and secure permanency for the children/YP
- Getting extra support for children living with parents with disability/ addictions/ with mental health
- Getting extra support for children with parent/s who experienced DV
- Getting support for child looked after
- Getting support for young people leaving Care

Consent

Has the FGC offer been discussed with the parents/ carers?

- Yes No

Has the parent given consent to sharing personal, confidential information as part of the FGC?

- Yes No

Has the FGC offer been discussed with the young person where appropriate?

- Yes No

Has the young person given consent to sharing personal, confidential information as part of the FGC?

- Yes No

Family/ Friends Support Network

Has there been discussion with the parents about their family & friends' network?

- Yes No

If you have the names and contact details of the support network, please write the information in the table below; but please do not delay sending the referral because of this. In this case the Coordinator will collect the details of the people to be invited to the FGC directly from the parents during the initial meeting with them.

Support Network

Name	Address and telephone number	Relationship to child	Do they know that the FGC is being offered?

Professionals involved with the family who can provided additional information to help the network to devise an effective plan

Name	Role	Agency	Telephone number

Are there any Court dates or any other important dates we

need to be aware of?
Please give details.

The FGC Agenda, that will be shared with the parents/ carers with Parental Responsibility

Information needs to be current, relevant, accurate, written from the child/-ren’s perspective and explaining impact of parents’ difficulties on the child/-ren’s safety and wellbeing.

What is working well for the child/-ren?

What are you worried about regarding the child/-ren’s safety and wellbeing?

What would you like to achieve for the children through the FGC?

Questions for the family

Keep the questions linked to the worries; SMART , solution -focused and jargon free. If any further amendments to the questions are needed the Coordinator will offer you the necessary assistance to reformulate the questions at the initial meeting.

Questions - 0

Question

The Bottom Line

What will the Local Authority do if the situation for the children remains the same?

What decision will the Local Authority not support and why?

Signatures

Parent(s)

Social Worker

Date referral completed