

*Your Family, Your Future, Your Decisions.*

**The Family Group Conference Process**

**For Unborn Children Mandatory Offer**

**The Referral**

A referral to Family Group Conference Service (FGC) will be made directly from the Social Work Unit, when a new referral is received for an unborn child that is subject to a Child Protection Plan.

This also if a family with children are already subject to a Child Protection Plan

(Please see attached the Family Group Conference unborn mandatory offer referral form.)

All completed referrals to be forwarded to FGCT email inbox.

**Allocation**

The Co-ordinator will allocate the case to a facilitator on receiving the referral from the Social Worker.

Allocated facilitator will contact the identified Social Worker, within 72hrs of allocation.

**Information exchange**

Facilitator meets with referrer to complete Information exchange report:

* Reason for referral
* Current situation
* Resources/service available to the family
* Contact information of parent/carer – address, telephone number
* Extended family network
* Questions to be addressed in the FGC
* BOTTOM LINE – what will not be excepted in the plan
* Complete scale – starting point before plan
* Ensure referrer is clear that they are expected to attend FGC. (eliminate dates they are unable to attend)

If not signed on day of exchange meeting, to be signed by referrer and returned within 72hrs.

**Preparation**

Facilitator to contact immediate family/carer - discuss:

* Family Group Conference offer
* Local Authority concerns
* Their views and how they can move forward
* Add additional questions to be addressed at FGC from the family’s perspective.
* Complete scales – starting point before FGC.
* Meet with members of the family network
* Liaise with referrer and other services and agencies.
* Agree time, venue and date with family members and other agencies who will be attending.

**Conference**

Information sharing/giving

Chaired by the facilitator

* Introductions
* Explain purpose and process of conference – The child/young person - house keeping
* Referrer – current situation – what has changed since referral
* Resources/agencies -how they can assist the family to make the plan – information about support they can offer (no more than 5 minutes).

**Private family time**

Agency, referrer and facilitator leave the room and family left to come up with a plan.

**Plan**

Plan discussed with family, referrer and facilitator; resources and plan agreed.

* Signed by all family members present and referrer.
* Plan implemented.

**Review**

Review date agreed – 6 – 8 weeks

Complete scales – week before review date; by referrer and family.

**Time scales: 4 – 6 weeks from the date of initial contact with family FGC to convene.**

**NB-It is important to remember that although we are making Family Group Conferencing a mandatory offer for all unborn baby referrals; Family Group Conference is only an offer to Families; and cannot be enforced.**



**Wolverhampton Family Group Conference Process**



**Unborn Referral to Family Group Conference Service**

Name of Social Worker ……………………………………………

Phone Number ………………………….

|  |  |
| --- | --- |
| **P Number** |  |
| **EDB** |  |
| **Ethnicity**  |  |
| **Address**  |  |
| **Name(s) and telephone numbers of parent/s**  |  |
| **First language** |  |
| **Any special needs or disability**  |  |
| **Siblings names (if applicable)** |  |
| **Legal status (Care Order, etc)** |  |
| **Is the child or young person subject to a Child Protection Plan**  | **Yes** **[ ]  No** **[ ]**  |

|  |  |
| --- | --- |
| **Background/Current Situation**  |  |
| Are there any safety risks the FGC should be aware of? | **Yes [ ]  No [ ]**  |
| Referrer contact details: |       |

**You will be contacted by the allocated FGC facilitator.**

**Please email completed form to FGCT email inbox**