

STRICTLY CONFIDENTIAL
CYSUR – Mid and West Wales Safeguarding Children Board
Agency Report for INITIAL Child Protection Conference
TEMPLATE



N.B. Please do not express a view in your report on whether a Child Protection Plan is required. You will be expected to provide a view at conference.

N.B. Please note reports need to be complete and available to the Chair at least two working days before the conference.

Agency		Date	
Name/Role		Date of Conference	
Name of child		Child's DOB	
Name(s) of parents/ carers			
Will you be attending this conference?	Yes/No		
If no, please state whether you will be sending someone from your service to represent you.	Yes/No		
Name of representative (if applicable)			
Has the report been shared with a relevant parent or carer?	Yes/No		
If not what date will it be shared?			

1. A SUMMARY OF AGENCY INVOLVEMENT WITH THE FAMILY

To include: Previous concerns/enquiries/Court Orders/Parents/carers and other significant adults.

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2. CHILD/YOUNG PERSONS DEVELOPMENTAL NEEDS

To include: Health – physical presentation (if appropriate), developmental assessments/immunisations relevant medical history, non-attendance for appointments, A&E attendances.

Education – pre-school opportunities: social relationships, parent’s relationship with school – significant lateness and/or absences

Emotional and behavioural development – self-care skills: behavioural difficulties: supervision and safety precautions: personal safety skills/life skills.

Identity and social presentation – Social relationship with parents/carers, peers and other significant adults:

Please structure your response with consideration of the following:

- **What’s working well**
- **What are we worried about**
- **What needs to happen next**

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3. FAMILY AND ENVIRONMENTAL FACTORS WHICH IMPACT ON THE CHILD AND FAMILY

To include: Family lifestyle e.g. Social relationships: Domestic violence: Substance misuse: Non-attendance for appointments: Housing issues: Employment issues: Financial difficulties.

Please structure your response with consideration of the following:

- **What's working well**
- **What are we worried about**
- **What needs to happen next**

4. PARENTING CAPACITY

To include: Parents/carers strengths as well as any difficulties they are experiencing
How the issues reported affect the parents/carers capacity to respond appropriately to the child/young person's needs (as you see it).

Please structure your response with consideration of the following:

ONE REPORT TO BE COMPLETED FOR EACH CHILD SUBJECT TO CONFERENCE.

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- What's working well
- What are we worried about
- What needs to happen next

5. CHILD'S WISHES AND FEELINGS

6. PARENT'S WISHES AND FEELINGS

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With the information you have provided in this report, could you please consider the following:

7. WHAT IS WORKING WELL?

The writer's opinion about what is working well in the family which is protective of the child.

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8. WHAT ARE YOU WORRIED ABOUT NOW?

The writers concerns about the child or risks to the child.

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Signature	
Manager's Signature	