

Change meetings A Quick Glance Guide

Have you tried to work with the family to resolve your concern and this has not worked
Or

Have you undertaken a CAF with the family and have identified more areas of work which may need addressing
Or

Have you identified that the child, young person and their family/carer needs intervention from more than one practitioner.

If yes to any of the above it's time to call a Change meeting

Who do I need to invite?

- Invite the parents/carer and the child if they are old enough.
- Invite other practitioners who are involved with the child, young person or their family/carers
- Invite other practitioners you feel could offer support to the family.

Make sure

- The time is convenient to the family and other practitioners

What do I need to have ready?

- Be clear what the concerns are
- What are the concerns other practitioners?
- Have the pro forma form ready to fill in at the meeting
- **Above all, think what the positives are and how they can be built on**

Encourage the family to think of solutions (we all achieve more if we have decided what we want to do or we have been part of the process of how to do it. Work with families not at them)

Draw up a plan

- At the end of the meeting everyone should go away with part of the planned work to support the family and a timescale to achieve it by (**working in partnership with the family helps to build their self esteem especially when they can see things starting to change**)

Arrange your next meeting

- Agree the date time and venue to meet again

What if nothing has changed?

- Look at why it did not work, don't blame anyone, work on a new plan.

Remember - we cannot change the past we can only make a difference for the future.