

Review Family Support Plan Meeting Agenda

The purpose of the meeting is to review Our Family Support Plan including my Child Health Action Plan. Measure the success of what we planned, review the appropriateness of the support and resources in place and identify any positive changes or challenges which may require changes to be made together. It is an opportunity to discuss support and resources for newly identified needs.

Where possible Review Family Support Plan (FSP) meetings should be incorporated with other meetings the family are required to attend to prevent overlap and duplication such as: Post Statement Review, Annual Review, Child in Need Meeting.

1. Introductions
2. Is there representation/information from all the people that are required at the meeting?
3. What would the family like to achieve from the meeting, what are their priorities?
4. For each identified need on the Family Support Plan
 - Has the outcome being achieved?
 - Should the needs & outcomes be amended?
5. What **new needs** have been identified, what outcome are you expecting and how will it be achieved, by who and when will it be reviewed? Consider thinking of:
 - ❖ **Child's Needs**
 - Statutory Assessment
 - Short Breaks
 - Planning transitions e.g. home from hospital, to groups, nursery or school
 - ❖ **Parent/Carer Needs**
 - Emotional Support
 - Peer support from other parents
 - Relationships with partner, extended family, friends
 - Information e.g. Early Support resources, financial
 - Parents rights
 - Returning to employment/training
 - ❖ **Wider Family/Environmental Needs**
 - Sibling's needs? Consider:
 - Information
 - Young Carers (8 year olds+)
 - New baby being born
 - Environmental Needs? Consider:
 - Housing
 - Finances e.g. DLA and support to complete
6. **Lead Professional** who is the lead professional, do they need to be changed?
7. **Date for review meeting-** normally every six months. Decide a date, time, suitable venue and additional professionals who should attend/provide feedback.

NB: Have you thought of:

- Transitions e.g. going to a group, moving home attending nursery
- Local universal & specialist groups/activities e.g. Children's Centres
- Voluntary organisations e.g. pinpoint, contact a family etc
- How will strategies be shared to ensure the child and family do not have mixed messages?
- Do the family want coordination of appointments/joint visits/direct access to paediatric wards?