

# How to have your say at your case conference



**This book  
belongs to:**



# What is a Case Conference?

A case conference is a meeting organised by your social worker if he or she is worried that you are not always being kept safe or being looked after properly at home.

## Who will be there?

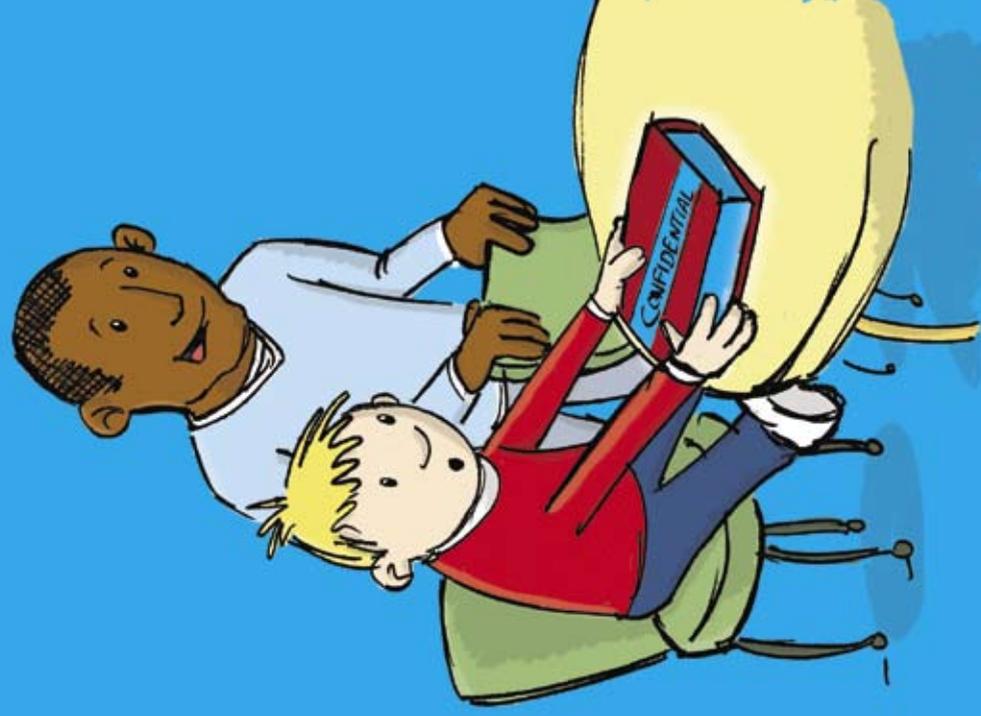
Your parent or carers will be invited to the meeting, and so will other adults who may know you and your family, for example a teacher or school nurse. There will also be some people who you haven't met before – look at the map for more details.

## What will happen at the conference?

The chair will ask everyone to explain who they are, and how they know you and your family. The chair will then ask everyone to talk about why they are worried about you. Your parents or carers will also have the chance to talk about how they think things are going and what help they may need. There may be some information that you cannot hear as it is private, and you will be asked to wait in a different room while this is discussed.



At the end of the meeting, the chair will ask everyone to decide whether you should have a 'Child Protection Plan'. This is a written down plan that explains the things that need to happen to make sure that you're safe and properly looked after and who will be in charge of making sure each thing happens.



**These people sit around the table and talk about why we think you might be at risk of harm.**

**Chair Person**

*In charge and decides if your name will go on the register.*

**Minute Taker**

*Writes down what is talked about.*

**Parents**

*Will talk about your family. They can bring a friend and a solicitor.*

**Child**

*You can attend all or part of the meeting or speak to the chair person before the meeting.*

**Police**

*Will say if a crime has happened now or in the past which affects you.*

**Social Worker**

*Also known as the case-coordinator. They will have explained what happens at the conference beforehand.*

**School**

*Will talk about how you are getting on in school.*

**Doctor**

*Will talk about your health.*

**Health Visitor/  
Worker**

*Will talk about your health.*



# What happens next?

There will be another meeting called a Case Conference Review held in 3 months time and after that every 6 months. At the review meetings, the plan will be looked at and everyone will talk about whether it is working and if any part of it needs to be changed. If it is agreed that things have got better, it may be decided that you no longer need a Child Protection Plan.



## Have your say!

You may not want to attend your case conference but it is still important that you have your say. Other people at the meeting can then listen and consider your wishes and feelings. **What do you think about the following?**

### Your meeting

Do you want to go to your meeting?

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Is there anyone you would like at your meeting with you?

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Or would you like somebody else to go to the meeting on your behalf?

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### Your feelings

How do you feel at the moment?

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Are you worried about anything or do you feel okay?

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### Home

How are things at home?

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Is there anything you would like to mention at the meeting?

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## Family and friends

Who is important in your life at the moment?

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Who do you feel close to?

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## School/College

How are things at school or college?

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Is there anything you would like to change?

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Do you receive help when you need it?

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## Your health

Do you feel healthy at the moment?

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Do you receive any help with your health?

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## Anything else?

Is there anything else you would like to talk about?

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**Remember**  
You can always  
contact a Children's  
Rights Officer  
on 800 032 5647  
for help.

**Please give this form to somebody you can trust and who will be attending your meeting so they can share your wishes and feelings.**

# How do I get involved?

This meeting is about you and it is really important that you have the chance to say what you think.

There are lots of different ways you can do this.

You can go to the conference and tell everybody what your views are, if you feel OK to do this.

You can go to the conference but ask somebody else to speak on your behalf or write down what you think on the form in this leaflet and ask the chair to read it out.

If you feel that you do not want to attend you can make sure that somebody who will be going knows what your views are and will explain them at the meeting.

You could write them down on the form in this pack or tell them what you want them to say.

If you are finding it difficult to tell your social worker what you think, you can ask for somebody from the Children's Rights Service to come and see you and they can speak on your behalf at the conference and help you during the meeting.

They can also help you to write down your views if this is what you want to do.

