

## A review of the family plan can be arranged

- The Independent Coordinator will make contact with the family to discuss and arrange the review – it is the family’s decision whether the formal review takes place. If the review is to go ahead this will be arranged in the same way as the first meeting. It will be the social workers responsibility to update the family group of the current situation. Any changes to the family plan arising from the Review Conference will be agreed and circulated in the same way as the first plan.

## Any more questions?

If you need to know more or there is anything you are worried about, you can speak with your Coordinator or Social Worker.

Your Family Group Conference Coordinator is:


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Telephone: .....

## Contact us

 01234 276643

 01234 276586

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Family Group  
Conference Service



# Family Group Conference Service

A guide for family, relatives and friends

## What is a Family Group Conference?

A Family Group Conference (FGC) is a meeting of family members, relatives and friends who come together to find out what is happening in the family and to talk about how to sort out any problems. Your family know themselves best and an FGC gives everyone the chance to talk and sort things out.

## When do you use a Family Group Conference?

When you and your family need support to explain to the Social Worker what assistance is required to help your child. The meeting will also help the Social Worker understand who in your family will give support.

## Who attends a Family Group Conference?

All members of your family plus any friends you want to be there can come to the meeting, along with the relevant person who is working with you and the Family Group Conference Coordinator. It is important that the people who need to be involved to help make the changes happen attend the meeting.

## Where does the Meeting take place?

The Coordinator will help to find a neutral place close to where you live – eg. a church hall, village hall or children's centre.

## Who is the Family Group Conference Coordinator?

The Coordinator is an independent person whose job it is to organise the meeting.

The Coordinator will come and see you and your child/young person and talk to you about who to invite to the meeting. They will talk with you about where and when the meeting should be held. The Coordinator will give you all the information you need about the FGC and the reasons for it.

The Coordinator will be at the meeting to make sure that your family gets the information you need to help you make a plan for the child or young person.

It is also the Coordinator's job to know about your language, religion and culture so that the meeting is as comfortable and as easy to understand as possible. The Coordinator can arrange for an interpreter if this is needed.

## What happens at the Meeting?

The Coordinator will make sure that everyone who is at the meeting follows some basic ground rules; they make sure that everyone knows that they are there to make a plan that answers the questions asked by the social worker and will help support and change things in the future.

There are three parts to a Family Group Conference:

### 1. Sharing what everyone knows

The co-ordinator will welcome everyone and the social worker will share information. Everyone will have the chance to talk and ask any questions they may have. The co-ordinator will make sure that everyone stays calm and has their say.

### 2. Time on your own

The people working with the family and the Coordinator then leave the room so that your family can have a private talk, agree a plan for your child and talk about how you will make it work. The Coordinator will be on hand to answer any questions and provide any other help that is needed.

### 3. Agreeing the plan

When you have talked about and answered the questions the Coordinator and the Social Worker will come back into the room. Everyone will look at the plan together, talk about how it will work, agree and then sign it. The plan is typed up and everyone who is at the meeting and involved in the plan is sent a copy, to remind them of what they have agreed to.