

**This is the only line that would be LA specific**

<b>FWi number</b>

<b>P number</b>

## Record of Strategy Discussion

*This provides a record of the decisions of a strategy discussion/meeting. In some situations, it may be appropriate for a strategy meeting/discussion to consider all children/young people living in a household. Where this occurs, a separate record should be completed for each child/young person.*

<b>Personal details</b>	
Name:	
Address	
Telephone Number	Parental Responsibility
Date of birth:	Ethnicity:
Gender:	Religion:
First language:	Interpreter required: Yes/No

<b>Family and friends, including and other children to be considered</b>					
Person	Dob	Address	R/ship	Ethnicity	Telephone number

*For complex abuse enquiries see Sussex Child Protection Procedures*

<b>Discussion details</b>	
Date of strategy meeting:	Time of Strategy meeting:
Venue:	Telephone meeting: Yes/No
Length of meeting:	

**Agencies involved in strategy discussion**

Name	Designation	Work telephone no.:

**Reason for Discussion and Nature of Allegations/Concerns**

--

Is this an allegation concerning a child care professional?

Yes/No

*If yes, refer to the Child Protection Procedures 8.22 (8.22.45)*

**Should a referral be made to the Local Authority Designated Officer**

--

**Significant information including relevant other agency information and**

*Please record anything relevant about the child's development e.g. cognitive, linguistic, emotional, social etc, and any previous child protection concerns.*

**Summary of discussion**

*Also consider; need for a media strategy meeting, issues of concern for referral to senior safeguarding manager, health and safety issues to be considered, any previous child protection concerns.*



<b>Decision(s) – please select appropriate option(s)</b>	
Child & Family Assessment	Police investigation(s)
Further Strategy Discussion	S47 Enquiries as part of CFA
S47 Enquiries & joint police investigation	Referral to other agency
	No further action

<b>Reason(s) for decision(s)</b>

<b>Actions</b>		
<b>Is Emergency Legal Action required to secure the child's safety?</b>	Yes/No	Date/time scale:

<b>Will a medical examination be required?</b>	Yes/No	Date/timescale:
--	--------	-----------------



Venue:

Examiner:

**Is an ABE interview  
required?**

Yes/No

Date/  
timescale:

**Child's Communication Needs**

If the child or a member of their family has particular communication needs, how will these be met for the purpose of the Investigation?

**What information will be shared with parents/carers by whom and when?**

**Further actions (include any further actions required, by whom and within what timescale)**

Action(s)	Person responsible	Agency	Date or timescales

Is a further Strategy Discussion planned?	Yes/No	Date/ timescale:
Has it been agreed how the referrer will be updated?	Yes/No	
Is any dissent from actions/timescales clearly recorded	Yes/No	

**Completion of Record of Strategy Discussion**

Signature of person completing record of strategy discussion:	Date:
Print name:	

Signatures of all attending	Designation	Date/Time

**Concerns arising from sexual activity of young person under the age of 18**  
*Only to be completed in specific circumstances*

Brief description of the concern

Child Name	Name of alleged perpetrator	Relationship

Concern reported to police?	Reason	Decision Date	Date if reported

**Is the child/young person considered to be at risk of sexual exploitation? (CSE) (please refer to Specific Circumstances in para. 8.30 in the Sussex Safeguarding Procedures)**

Yes / No