

# Child Protection Conferences

Information for  
Children and Young People



Keeping children safe is everyone's responsibility

Torbay Council Children's Services ■ Police ■ Health ■ Careers South West  
Youth Offending Team ■ Probation ■ CAFCASS ■ Safer Communities  
Fire Service ■ Schools ■ Community & Voluntary Sector

**Q. What is a Child Protection Conference?**

This is a meeting arranged by Torbay Children's Services when someone thinks that something has happened that has caused you harm.

**Q. What is the meeting for?**

A Child Protection Conference is a meeting for people who are concerned about you, to talk to each other about the things that are worrying them. The reason a conference is held is to decide how best to help and protect you and your family.

**Q. Can I come to the meeting?**

Yes, you can if you want to and if you think you are able to understand what is going on. After talking with you and your parents, the social worker and the chairperson will decide if you can go.

You may be asked to leave if the people at the meeting need to talk about other people in your family. The Chairperson can talk to you about this prior to the meeting.

**Q. Who will be at the meeting?**

Usually there will be 6 to 10 people at the conference, including your parents/carers.

Some will already know you and your family, such as your social worker and someone from your school.

Some people will be invited who you may not know, because they have an important job in protecting children. For instance, there is usually someone from the police who works to protect children and young people.

Ask your social worker if you want to know exactly who is invited to your conference.

**Q. What else will happen at the meeting?**

The Chairperson will make sure that everyone has a chance to speak, that everything is discussed and that a plan of action is agreed.

An administrator will take notes as a record for the Chairperson and you can have a copy of these.

**Q. What can the conference decide?**

The conference will decide if there needs to be a Child Protection Plan. A Child Protection Plan is to help families keep children safe.

Everything that is said at the conference is confidential. This means it will only be shared with those people who need to know, to help keep you safe.

**Q. How can I tell everyone what I think?**

Your views are very important, whether you go to the conference or not.

The people at the conference have to consider your wishes and feelings. Your social worker must ask you what you think and put it in their

report.

Here are some things you can do

- Write down or draw what you have been thinking and what you want to say.
- Ask your social worker if you can digitally record the meeting.
- Talk to the Children's Rights Service; they can arrange for an advocate to speak on your behalf.
- Talk to the Chairperson before the conference starts to decide how you want to give your views.



**Q. What if I need help to take part in the meeting?**

You can have another adult you trust to come along to support you. They cannot give their own views or ask questions unless you want them to.

If your first language is not English, your social worker can arrange for an interpreter to come to the meeting if you want.

If you have any speech or hearing difficulties, your social worker will make sure you get the support you need.

**Q. What can I do if I am not happy with the conference?**

You can complain...people WILL listen.

- 1) Talk to someone you trust like a teacher or your social worker, who can help you decide what to do next.
- 2) Talk to Children's Rights Torbay. It will help you decide what to do and find you an advocate if you need one. An advocate is someone independent of Children's Service who can speak up for you and support you if you want to make a complaint.
- 3) Ask someone you trust to help you. You can write to:

**The Service Manager  
Safeguarding and Reviewing Service,  
c/o Town Hall, Castle Circus,  
Torquay, TQ1 3DR**

You can call **01803 208559** or  
email **reviewing&safeguardingunit@  
torbay.gov.uk**





Police Officer



Safeguarding Admin



Independent Advocate

*Shown here  
are some of  
the people that  
may be at  
the meeting  
with you*



Safeguarding Officer



Social Worker



Teacher

## Important Words Explained

**Chairperson** - The person who runs the meeting and makes sure people stick to the subject and that everyone gets heard.

**Advocate** - A person who will help you tell people what you think or will tell them for you.

**Agenda** - A list of what is talked about at the meeting.

**Child Protection Plan** - A list of things people agree to do to help keep a child or young person safe.

## Advice from other young people about conferences

*"Write down what you want to say beforehand as you might forget when you're there"*

*"Tell your supporter if there is anyone you are frightened to say things in front of"*

*"Decide a signal to tell your supporter you want to leave or say something"*

*"Get them to tell you where the toilets are and where you can get a drink"*

*"Ask them not to use weird words – so you can understand it"*

*"Remember you don't have to go to the meeting"*

*"Take someone who's not part of the conference to support you"*

*"Take something to look at or do if you get bored or are out of the meeting for a bit"*

*"I take a booklet round with me for a couple of weeks before the meeting and write stuff in it that I want to say"*

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This leaflet can be made available in other formats and languages. Contact 01803 208559.