

Contact Details and Review Dates

Every TAC / TAF meeting will have a **Lead Professional**. This is the person who will organise and chair meetings. They will also be responsible for minutes from the meetings. If you have a query or concern, this is the person who you contact first.

Your Lead Professional is:

.....

Contact details:

.....

Your meetings are scheduled as follows:

- Initial Meeting:

- Review Meeting:

- Review Meeting:

- Review Meeting:

- Review Meeting:

- Review Meeting:

Other useful info:

Who will see my information?

Having extra support for your child and your family can feel embarrassing. However, as we have stated elsewhere in this leaflet, at Highfields we do not believe it should feel like this – life unfolds in different ways and it is a fact of life that at times we will all need extra support in some form.

At Highfields, we always work to ensure information shared at Team Around the Child / Team Around the Family meetings is taken seriously but also dealt with sensitively.

We collect information on an **Early Help Assessment (EHA)** so that we can understand what help your child may need. If we cannot cover all your needs we will discuss this with you and with your permission share the information with an agreed team of professionals. The professionals can help us to provide the services you need.

If we need to share it with other professionals during the process, to ensure the right support is in place, we will ask you about this before we do it.

As a rule the information you provide will only be shared with recorded parent/carer consent.

The only times we will share information without your consent are:

- If we need to find out urgently if a child is at risk of harm or we need to help a child who is at risk of harm.
- If we need to help an adult who is at risk of harm.
- If we need to help prevent or detect a serious crime.



Team Around the Child

Team Around the Family

A Guide for
Parents and
Carers

What is Team Around the Child?

(sometimes known as *Team Around the Family*)

At times a child and their family will need extra support – not just in terms of school life, but life as a whole. There is nothing to be embarrassed or ashamed about if this happens – because life at times creates situations that leave people needing support.

Team Around the Child / Team Around the Family is a way of working out what extra support your child may need and how best to provide that support. This process is voluntary, you and your child can choose to be involved.

With your agreement, professionals who work with your child will listen to you and discuss your child's strengths and needs.

An **Early Help Assessment (EHA)** will be completed with you and your family to identify areas where you may need support. You and your child will agree what is put on the form and you will be given a copy of it. Older children may feel able to discuss their own situation and decide what is written.

Meetings are then held to bring together multiple agencies to draw up an action plan to help support your family. Some agencies that might be involved include Family Support Worker, YOS Worker, School Nurse, Mental Health Worker etc.

The meetings happen on a regular basis to help continue the conversation about how things are going. These meetings will look at whether to increase or decrease support.

The process will end when it is felt that the main challenges facing your child and family have either been overcome – or stabilised to the point that a formal process and larger meeting is no longer needed.

The Team Around the Child Process

What will happen...

