

**TEAM AROUND THE FAMILY**

**(TAF) MEETING RECORD**

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| Name of Targeted Help Coordinator  |  |
| Contact Details |  |

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| Date, Time & Location of (TAF) Meeting |  |

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| Name of Child/Young Person and DOB |  |
| Name of Child/Young Person and DOB |  |
| Name of Child/Young Person and DOB |  |
|  |
| Name | Family/Organisation/Agency | Contact Details | Attended - Yes/No |
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| **Home Fire Safety Check Required** | No [ ]  YES [ ]  Quote Ref: 156 | **0800 0502 999** |

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| **The Supporting Families Programme** |
| **The Supporting Families Programme** is the local response to the Government’s Troubled Families Programme. It aims to improve how families are worked with to achieve long term improvement in some of the more challenging areas of family life. The below criteria are the areas the Programme focuses on for support. The number of areas ticked will **NOT** affect whether support is offered but the information will help in putting together a robust family plan aimed at supporting the family to move forward. |

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| **Supporting Families Criteria Checklist –** Please tick all that apply in the family and put details in the sections below | ✓ | **Who in the family does this apply to?** |
| **Health Concerns** | An adult / young person or child requires or is receiving mental health support |  |  |
| An adult / young person or child requires or is receiving support for alcohol or drug misuse |  |  |
| A child under 5 is supported at a Universal Plus level by Health Visiting Services |  |  |
| A child / young person is caring for other individual(s) living in the same property – Young Carers |  |  |
| A child / young person has been assessed as having a Special Educational Need - EHCP |  |  |
| **Education** | A child’s attendance is less than 90% on average across the last 3 consecutive terms. |  |  |
| A child’s attendance is less than 40% on average across the last 3 consecutive terms.  |  |  |
| A child has received 3 or more fixed term exclusions in the last 3 consecutive school terms. |  |  |
| A child has had 1 or more permanent exclusions in the last 3 consecutive school terms. |  |  |
| A child has been accessing a part-time education package due to behaviour for longer than ½ term and attendance has been identified as a concern |  |  |
| **Child Who Need Help** | Support is being received or is required at Early Help Level **2** or Targeted Help Level **3** orCIN / CP Level **4** |  |  |
| A child / young person has been reported as missing to the Police  |  |  |
| A child / young person has been identified as at risk of Child Sexual Exploitation (CSE)  |  |  |
| **Crime and Anti-social behaviour** | An adult /child has committed an offence that resulted in a pre or post court disposal |  |  |
| An adult or child has been identified as involved in anti-social behaviour intervention in the last 12 months |  |  |
| A young person has been identified as involved in gang culture in the last 12 months |  |  |
| An adult is known to Probation Services |  |  |
| **Domestic Abuse** | An adult is currently experiencing Domestic Abuse |  |  |
| An adult has perpetrated an incident of Domestic Abuse in the last 12 months |  |  |
| A family member has been subject to 3 or more Police call outs for Domestic Abuse in the last 12 months. |  |  |
| An adult has historically been a victim of domestic abuse. |  |  |
| An adult or young person has been subjected to historically domestic abuse and this is continuing to negatively impact the family. |  |  |
| **Home and Money** | An adult in the family is claiming any out-of-work / non-working benefits |  |  |
| A young person is at risk of being ‘Not in Employment Education or Training’ (NEET) (age 16-18) and if 19+ NEET for at least a year. |  |  |
| A 16 or 17 year old is at risk of homelessness |  |  |
| The family is at risk of eviction within 56 days. Or A homeless application has been made  |  |  |

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| **Discussion /Reason for meeting?** |
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| **What’s working well / gone well since last meeting?** |
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| **What are we worried about?**  |
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| **What needs to happen? What is your contingency plan?** |
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| **Views of the child/children/ young person:** |
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| **Actions from today’s meeting** |
| What needs to be done? | By Whom? | By When |  Outcome/ Completed |
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| How do you feel your current family situation is affecting you? Parent / Carers / Child/Young Person’s comments about the meeting |
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|  | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |  |
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| TAF meeting comments and scoring |
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|  | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |  |
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| **Next TAF Meeting** |
| **Date:** |  |
| **Time:** |  |
| **Location:** |  |

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| **Consent for information storage and information sharing** |
| In order to ensure that you and your family are provided with the most effective available support it may be appropriate to share personal information about you and your family between agencies / community groups, such as Children’s Services, the NHS and other health providers (including G.Ps), Department of Works and Pensions, police, probation services, schools and the Youth Offending Team. This information may include details about your child/ren, you or other significant family member’s involvement with Children’s Services, police, courts and probation services, aspects relating to your employment, anti-social behaviour, violence in the home, substance misuse, educational attendance and behaviour and health issues.This information may also be shared with the Ministry of Housing Communities and Local Government under the national Troubled Families Programme. In some circumstances, information can be shared between agencies without consent, for example where sharing information might prevent a crime or safeguard the welfare of a child or young person.  Even in these circumstances, it is normal practice to obtain consent where possible.**If you have concerns about information being shared with particular agencies or individuals please give information overleaf.** |
|  | **Date** | **Signature** |
| Parent /Carer |  |  |
| Child/ Young Person |  |  |
| Targeted Help Coordinator |  |  |
| **COMMENTS** |  |