

The CAF Practitioners Group- Terms of Reference and dates of future meetings 2010

1. Frequency

To meet half termly, until practice is embedded.

2. Venue

Meetings to rotate between the four Learning Network Areas across the borough.

3. Practical arrangements

Meeting to be convened by the CAF Co-ordinator.

4. Accountability

The Group will focus on supporting best practice and will not act as decision making forum. Key issues or concerns will be reported to the CAF Implementation and Steering Group by the CAF Co-ordinator.

5. Membership

The Group will be open to a cross section of Barnet's children's workforce and will be open as and when required to any practitioner in the process of completing a CAF or acting as a Lead Professional, where the opportunity to reflect on their practice and gain support from other practitioners would seem helpful.

6. The role of members of the Group

Members will be expected to model good practice in relation to the CAF and promote its use. They will attend the Group only with the full agreement of their line manager. Finally, they will make sure that they know who their CAF 'Service Consultant' is, and feed any issues regarding the use of the CAF within their service area through their Service Service Consultant.

7. Confidentiality

Members of the Group will not identify individual service users' names or details, although anonymised case studies may be used. Information shared by members of the Group will stay confidential

within the Group, unless it is deemed that there is immediate risk to a child, in which case child protection procedures will be followed or if as a direct result of a member of the Group's actions there is cause to act in accordance with the council's Whistle Blowing Policy.

8. Aims of the Group

- to share best practice in relation to the use of CAF and the Lead Professional role
- to provide a channel to express what is going well in relation to the CAF and Lead Professional role
- to provide a channel to raise any anxieties or obstacles about the CAF or Lead Professional role
- to offer the opportunity of cross-agency peer support
- to help practitioners to gain confidence in their use of the CAF and Lead Professional role.

8. For further information

Contact:

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CAF Co-ordinator
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9. Future Dates of Meetings for 2010

Tues 19th Jan at 3.00pm at: Fairway Children's Centre, The Fairway, Mill Hill
NW7 3HS

Wed 17th March at 3.00pm at: Norwood, Edgeworth Close, Hendon, NW4 4HJ

Wed 9th June at 3.00pm at: Underhill Children's Centre, Mays Lane
Barnet, Herts, EN5 2LZ

Tues 21st Sept at 3.00pm at: 331 Young People's Drop-in Centre
34-36 Woodhouse Road, North Finchley,
N12 0RG

If you'd like more information about the CAF Practitioner's Group and would like to attend a future meeting please contact Michaela Carlowe (see contact details above)