Agenda for MACE 1 (Multi Agency Child Exploitation) meetings

# Introductions and apologies

*Note if young person has been invited/attended*

*Note if parents have been invited/attended*

*Chair to clarify if there is any information to be shared by professionals that would require a closed session. Information discusses during this part of the meeting to be recorded in minutes under confidential discussion*

# Check that minutes from previous meeting have been received

*Note those who have not received minutes and provide a time frame for these to be received.*

# Outline the reason for the meeting

*To share information and discuss contextual risks in relation to a young person*

*To develop a plan to keep the young person safe*

*Empower young people, their families and carers to understand how to stay safe*

*To recognise children and young people as victims of exploitation*

*To review whether the level of risk has changed*

*To review how well the plan is working and whether it can be improved*

*To promote focus on positive activities*

*To consider disruption tactics and tactics that can be used to target perpetrators*

# What are the risks in relation to exploitation & what is working well?

*First meeting*

*Each person attending should explain what they feel the risks are & what is working well with specific examples including from agencies who have provided written updates.*

*Use plain and simple language to tell the young people and their family what the risks are*

*Young person’s views on this – these should always be recorded whether or not young person is present*

*Parents’ views on this – these should always be recorded whether or not parents are present*

*Review meeting*

*Chair to summarise the risks/strengths recorded from the previous meeting*

*Do we still have concerns about the risks? If so – why?*

*Are there any new risks?*

*What has been working well?*

*Young person’s views on this – these should always be recorded whether or not young person is present*

*Parents’ views on this – these should always be recorded whether or not parents are present*

# What needs to happen?

*First meeting*

*Young person’s views on what needs to happen – these should always be recorded whether or not young person is present*

*Parents’ views on what needs to happen – these should always be recorded whether or not parents are present*

*Professionals views on what needs to happen*

**The chair to provide an analysis of the information shared & a safety plan should be devised**

*The safety plan will identify the responsible person for each further action*

*The safety plan will be provided to the child or young person and their parents/carers so that they are clear what needs to happen – this will be in plain and simple language.*

*Review meeting*

*Review progress of actions agreed at previous meeting.*

*Young person’s views on what needs to happen – these should always be recorded whether or not young person is present*

*Parents’ views on what needs to happen – these should always be recorded whether or not parents are present*

*Professionals views on what needs to happen*

# Who will provide an update to the young person if they have not attended?

# Who will provide an update to parents if they have not attended?

# Arrangements for next meeting.

*Date/time/venue. Consider varying venue if necessary to promote attendance by the young person.*

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Consultation Log

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| --- | --- |
| Date sent for Consultation |  |
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Approval Log

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| To be agreed by | Child Exploitation and Missing Group |
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Version Log

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| --- | --- | --- | --- | --- |
| Version | Date | Description of change | Reason for Change | Pages affected |
| V2 | 13/7/2020 | Add New Policy |  |  |
| V3 | 23/01/2024 | Change to MACE |  |  |
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