

Review Child Protection Conferences in Newcastle

Introduction

The following information is intended to support all staff who attend Review Child Protection Conferences (RCPC) in Newcastle. To streamline and strengthen attendance at these meetings there will be new arrangements in place as set out below. This information is only in relation to Review Child Protection Conferences. Invites to Initial Child Protection Conferences will continue to be sent to relevant professionals.

Process

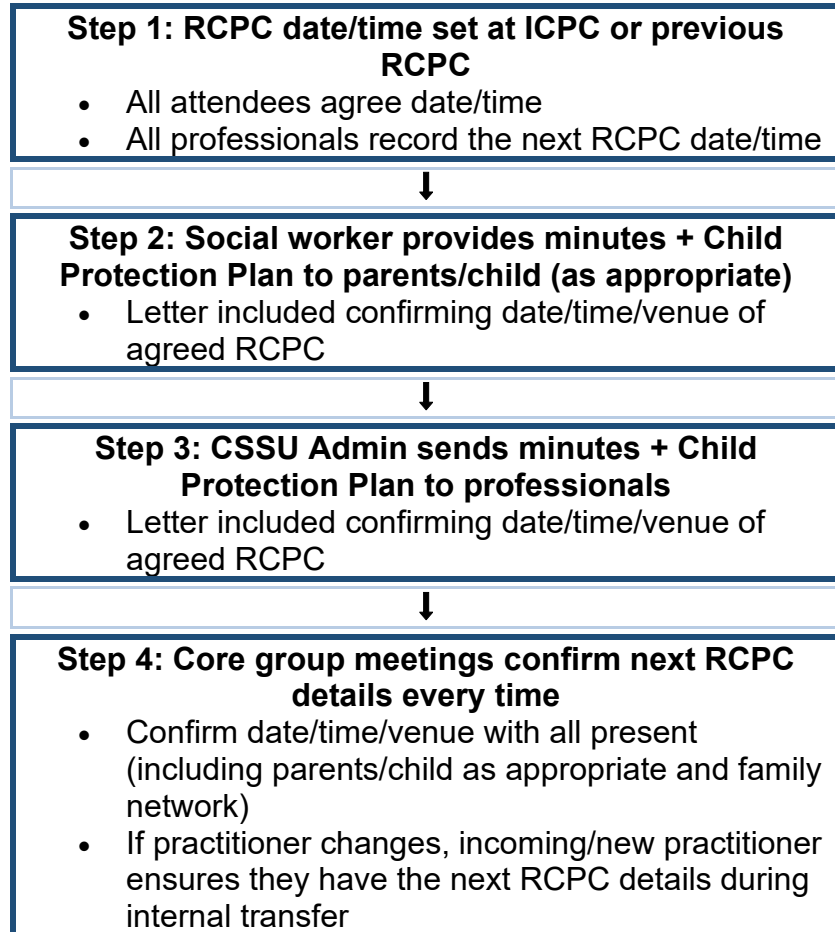
From 27 April 2026, invitations for Review Child Protection Conferences (RCPCs) will no longer be sent out to professionals as a reminder for the review. Instead, the following process will be in place.

1. Date of RCPC is set at the ICPC or the previous RCPC by all in attendance and all professionals should make a record of the planned date and time of the next RCPC
2. The minutes of the ICPC or RCPC and Child Protection Plan will be taken to parents and children (dependent on age and level of understanding) by the social worker. A letter will accompany the minutes and Plan setting out the date, time and venue for the RCPC that was agreed for the family.
3. The minutes of the ICPC or RCPC and Child Protection Plan will be sent to all professionals by CSSU Admin. CSSU Admin will provide a letter to accompany the minutes and Plan setting out the date, time and venue for the RCPC that was agreed.
4. At every core group between the ICPC and/or RCPC, the date, time and venue for the next RCPC must be confirmed for all in attendance which must include parents, children (dependent on age and level of understanding) and any members of the family network that is part of the core group etc. If a practitioner changes between the meetings it is the responsibility of the new/incoming practitioner to immediately ensure they have the date of the next review during their internal transfer process.

A flowchart of this process is attached to this document at Appendix 1.

Appendix 1 – Flowchart

Flowchart - Review Child Protection Conferences in Newcastle



For any queries regarding this procedure please contact Children's Safeguarding Standards Unit (CSSU) Admin at cssuadmin@newcastle.gov.uk