



Team Around the Family Meeting

We want all children in Oxfordshire to have the best start in life, to enable them to reach their full potential. Sometimes children and families need additional support to achieve this. The aim of this Team Around the Family (TAF) meeting, is to work with you and those around you, to help understand what is going on and to decide and agree on the best way forward. The TAF Plan should address each worry identified in the assessment and indicate what actions need to take place to support positive change.

Family Background and Information

Date of meeting: _____

Details of all children in your family							
	Name	Date of birth / Due date	Gender	Ethnicity	Religion	Name of school or educational setting	Address (if different from family address)
1							
2							
3							
4							
5							
6							
7							
8							
Additional Information:							

Main family address (including postcode)	Family phone numbers and email addresses

Details of parents/carers, other family members and significant people							
	Name	Date of birth / Due date	Gender	Ethnicity	Religion	Relationship to child – state Parental Responsibility	Address (if different from family address)
1							
2							
3							
4							
5							
6							
Additional Information:							

Lead professional			
Name		Role	
Agency/ Organisation		Email	
Telephone Number		Address	

Which agencies and professionals are/have been involved in supporting your family? (Include GP, Education, setting etc)						
Name	Supporting who	Role /agency	Contact details	Contributed to the assessment? Y/N	Start date	End date
Additional Information:						

Meeting details	
Date of meeting:	Venue of meeting
Who was present	Who was not present

If this is an initial meeting what were the presenting needs from the EHA or any other assessment?

What has been achieved since the assessment / previous TAF meeting?

What is going well at the moment?

What still needs to change and why?

Additional information/Closing summary

Family Star Plus™

An Outcomes Star for parents

Parent

Date of completion

First Review Retrospective

Completed by Professional and Parent

Professional

Parent

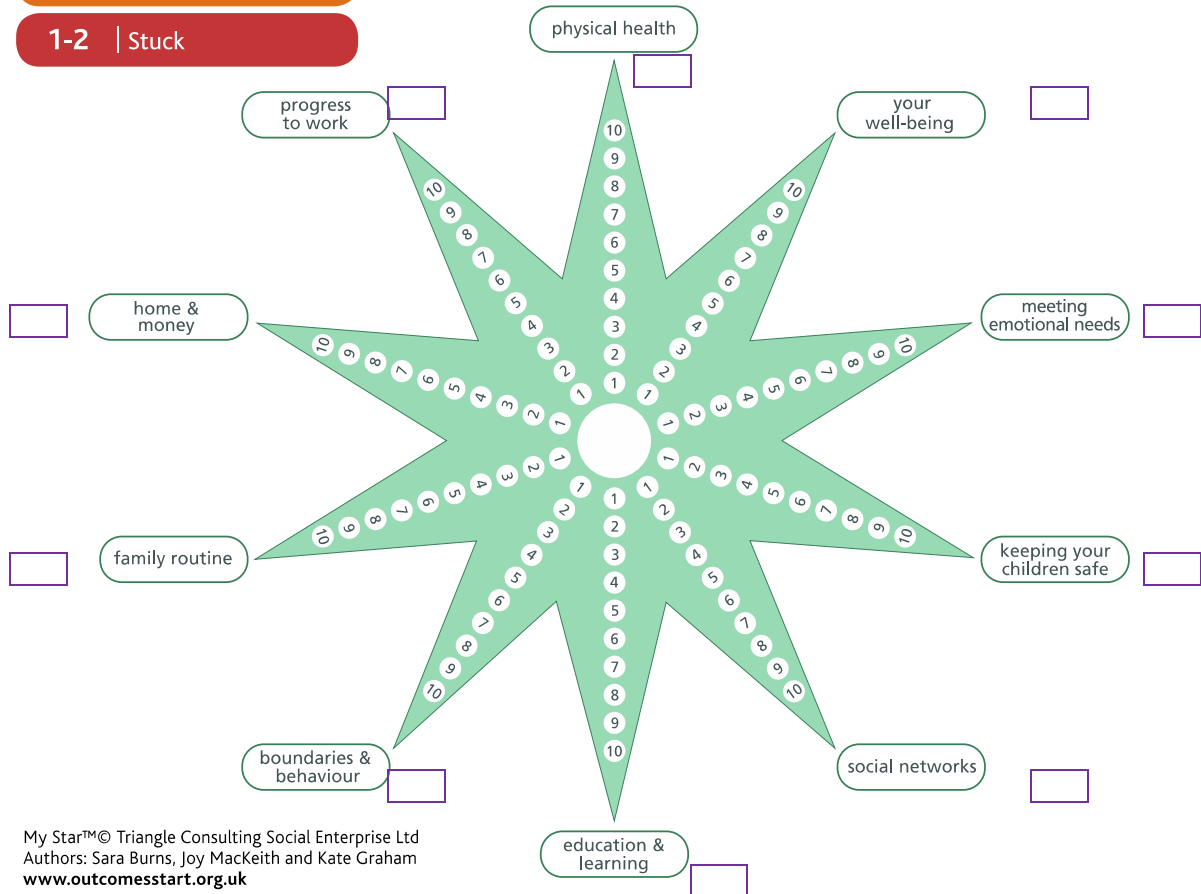
9-10 | Effective parenting

7-8 | Finding what works

5-6 | Trying

3-4 | Accepting help

1-2 | Stuck



physical health

your well-being

meeting emotional needs

keeping your children safe

social networks

education & learning

boundaries & behaviour

family routine

home & money

progress to work

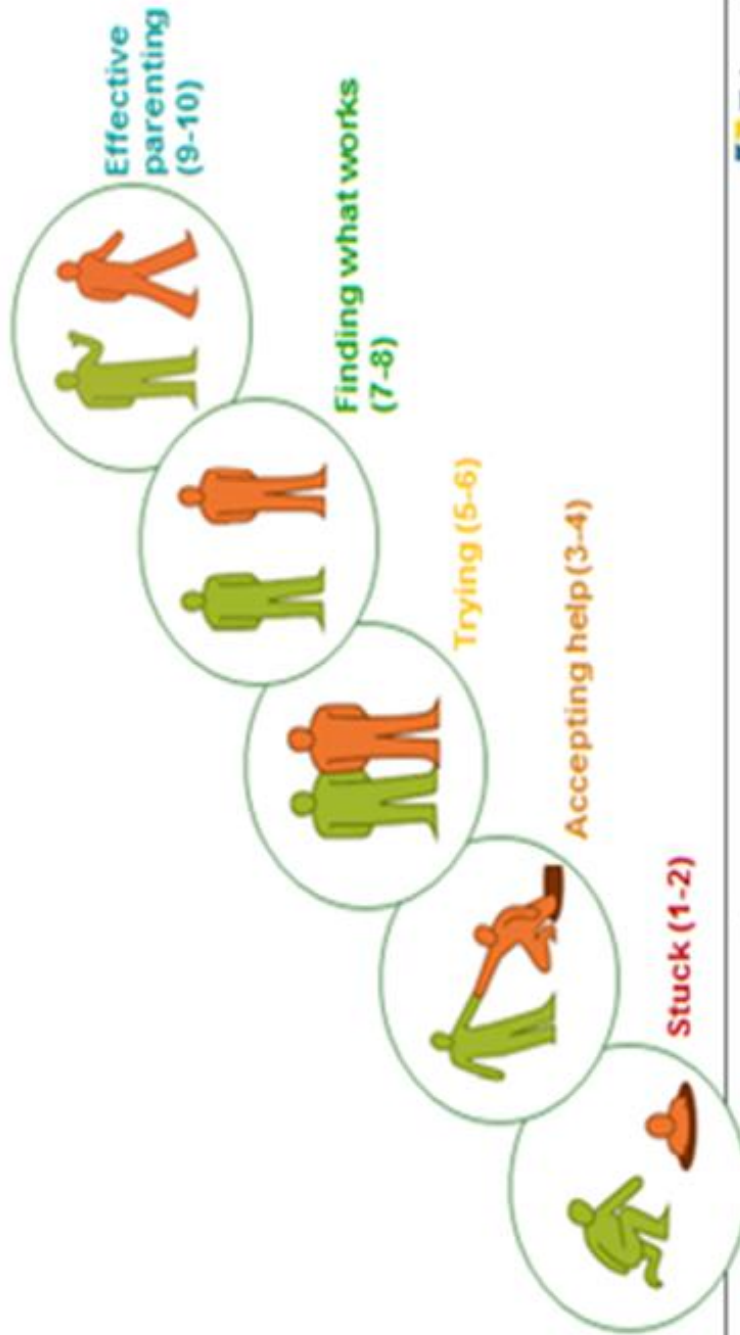
My Star™© Triangle Consulting Social Enterprise Ltd
 Authors: Sara Burns, Joy MacKeith and Kate Graham
www.outcomesstart.org.uk

Use the Outcome Star to record where you and your family are today, this can then inform what changes are needed and what progress has been made.

Professionals when completing the star please use the Outcome Star User Guide

The Journey of Change

The five-stage Journey of Change



Next steps

This section is to create a whole family action plan – specific actions that are easy to measure, achievable, realistic and timely will support positive change. These actions should be reviewed in 12 weeks time.

What actions need to take place to support positive change?	Which family member(s) will this support?	Who will do this?	By when?
Further actions required:			

Date of Team Around the Family review	Venue	Time

Is this TAF: Initial Review Step down TAF from CSC


If a review TAF what number is this (e.g. 2nd/3rd etc?)

Is this the last TAF (please tick)?

If this is the last TAF, please complete TAF Closure and Evaluation paperwork and send to the LCSS team along with these minutes.

Please send copies of your completed documents to your local Locality and Community Support Service:
 North - LCSS.North@oxfordshire.gov.uk | South - LCSS.South@oxfordshire.gov.uk | Central
 LCSS.Central@oxfordshire.gov.uk

The Early Help Assessment and Team Around the Family processes are vital components of ensuring that children and families get the right support at the right time.

This is sponsored by all partners making up the OSCB.  Oxfordshire Safeguarding Children Board

Appendix A

TAF meeting details

Date:		Venue:		
	Name	Role/Agency	Email	Tel No
1				
2				
3				
4				
5				
6				
7				
8				
Additional Information:				