

A Parent and Carer's Guide to...

Solution Oriented Child's Planning Meetings

Why this leaflet?

A Child's Planning Meeting is coming up to think about and plan the best way of supporting your child or your family. In Moray, Child's Planning Meetings are run as Solution Oriented meetings. This means they are a bit different to others meetings you might have been to.

This leaflet will help you be prepared so you know what to expect, feel comfortable and get the best out of the meeting.



Why A Solution Oriented Meeting?

Sometimes meetings can feel a bit daunting, especially when they are about our child or family. They might also involve some people we don't know very well.

Solution Oriented meetings are run in a way no-one finds it too difficult. They make sure we can share our concerns and get our point of view across. They also help us to think about what might be going well, even if it's a small thing. Everyone will be encouraged to be careful in the words they use so that we all feel comfortable and work well together. This means an action plan is agreed to help things improve.

The reason we use a Solution Oriented approach is to make sure everyone is included in an equal way. We can also make sure we use the time we have well. To do this the chairperson will work hard to keep everybody on track.

Your and your child's views are a very important part of this process.



What can I expect to happen in the meeting?

The chairperson will explain how the meeting is going to run and ask everybody to introduce themselves. Someone will take notes for everyone to see on a screen. This makes sure that we can all see what will be recorded. This also works as a reminder through the meeting. These notes will be the record of the meeting. Later, they will be sent out to everyone there. If there were actions from a meeting before they will be looked at quickly and then the meeting will be split into four main parts:

<p><u>Issues/concerns</u></p> <p>This is where you and others get a chance to say their main concerns about the situation now.</p> <p>1</p>	<p><u>What's Ok/Working</u></p> <p>This is where the group think about when things are better, what might be going well, and what helps.</p> <p>2</p>
<p><u>Goals</u></p> <p>This is where everybody works to find exactly how we will know there has been some improvement for your child or family. This helps us know what we need to do to get there.</p> <p>3</p>	<p><u>Ideas and Actions</u></p> <p>Then we work together to think about actions that might help the goals happen and then decide which will be taken forward, when that will happen and who will be responsible.</p> <p>4</p>

Top Tips

- * Have a think about each of these areas before the meeting so you feel prepared. You might find it helps to bring notes as a reminder.
- * Feel free to bring someone with you if it would help you feel more comfortable. They can also help you remember what you wanted to say or what was said afterwards.
- * If the situation feels really difficult then ask to meet with the person organising the meeting first so you can share your concerns and they can help.