**North East Lincolnshire Council Children’s Safeguarding and Reviewing Service S T R I C T L Y C O N F I D E N T I AL**

|  |  |  |
| --- | --- | --- |
|  | This matter is being dealt with by: | |
|  | **(insert chairs name)**, Child Protection Chair |
|  | North East Lincolnshire Children’s Safeguarding and Reviewing Service |
|  | 3 Town Hall Square Grimsby, North East Lincolnshire DN31 1HX |
|  | Telephone: (01472) 326118 |
|  | Email: [csrs@nelincs.gov.uk](mailto:csrs@nelincs.gov.uk) |
|  |  |
|  | Our ref: |
|  | Date: **Todays Date** |

Dear Colleague,

**NOTIFICATION OF INTENTION TO DISCONTINUE A CHILD PROTECTION PLAN**

|  |  |
| --- | --- |
| **Name of child(ren):** | **Date of Birth:** |
|  |  |

**Last known address: insert**

**Category of Child Protection Plan: insert**

**Key Worker: insert**

The above child is subject to a Child Protection Plan, the Initial Child Protection Conference was held on (insert date) with the most recent Review Conference planned for (insert date).

This therefore meets the criteria for discontinuing the Child Protection Plan under North East Lincolnshire’s Safeguarding Children’s Partnership procedures as the child’s welfare is safeguarded within the Child Looked After and Court processes. This has been proposed by the Conference Chair, following discussion with the Team’s Service Manager.

Therefore, (insert child/rens name) will no longer be subject to a Child Protection Plan unless I receive valid objections in writing within 14 days of the date of this letter (10 working days). Can any objections please be sent via email to the email address on the top of this letter marked FAO the Chair, and Cc to the CASS Service Manager for the team.

It is important that inter-agency communication continues, and this will be co-ordinated by the key worker for the case **(insert social workers name).**

This letter has been copied to all those invited to the Initial Child Protection Case Conference. If you have colleagues or staff who remain involved with this child but may not have received this notification, please ensure they are alerted to the notification.

Yours sincerely,

**(insert chairs name),** Independent Chair - Safeguarding Children

CC: All original invitees of the Conference

Core Group Membership

Service Manager