



FGC Referrals – Top Tips

1. What to consider before making an FGC referral:
 - a. Are parents/carers clear about the purpose of the FGC? (Have they had a leaflet?)
 - b. Have the parents/carers given consent for a referral to be made to the FGC Service?
 - c. If parents/carers do not give consent/reluctant to give consent – consider whether this is the right time for them to be referred
 - d. Is there a known wider network that could be included in the FGC? (for an FGC to be held there needs to be at least 4 family members other than the parents/carers).
 - e. Please make parents aware that the coordinator will want to meet with the child/ren to gather wishes and feelings. Children will also be encouraged to attend the FGC.

2. What to consider when making an FGC referral:
 - a. FGC coordinators are independent of Children's Services and do not have access to all our systems (LCS / Intranet) – Please ensure the reasons for children's services involvement / reasons for referral are detailed and clear on the referral form.
 - b. Please ensure that your work mobile and support officers' number are on the referral (coordinators will need to contact you directly before making a start on the work)
 - c. When the co-ordinators make initial contact with you – please respond in a timely manner so that work with the family can be progressed
 - d. If you know of any significant family members or friends that could be part of the FGC, please add them and their contact details if known.
 - e. Please ensure the referral forms is Consolidated if there are siblings to be included.
 - f. Please be clear about any risks and the measures in place to manage these.

3. What to consider before making a re-referral (if there has been a previous FGC):
 - a. Has there been a significant change in circumstances since the initial FGC?
 - b. Have you been able to review the original family plan with the parents/carers/support network? If not, are you able to do this?
 - c. Is the FGC 'Court Ordered' - if so do you believe that it will lead to a different plan from the original one?
 - d. What do you anticipate that the family will gain/achieve from a further FGC/new family plan?

***If in doubt, give us a shout* – please contact the FGC Team if you would like to talk through any referral (FGC@hertfordshire.gov.uk)**