

PUBLIC LAW OUTLINE

<b>PRE-PROCEEDINGS</b>	
<b>PRE-PROCEEDINGS CHECKLIST</b>	
<p><u>Annex Documents</u> are the documents specified in the Annex to the Application Form which are to be attached to that form and filed with the court:</p> <ul style="list-style-type: none"> <li>• Social Work Chronology</li> <li>• Social Work Statement and genogram</li> <li>• The current assessments relating to the child and/or the family and friends of the child to which the Social Work Statement refers and on which the LA relies</li> <li>• Threshold Statement</li> <li>• Care Plan</li> <li>• Allocation Proposal Form</li> <li>• Index of Checklist Documents</li> </ul>	<p>Checklist documents (already existing on the LA's files) are –</p> <p>(a) Evidential documents including-</p> <ul style="list-style-type: none"> <li>• Previous court orders and judgments/reasons</li> <li>• Any assessment materials relevant to the key issues including Section 7 and 37 reports</li> <li>• Single, joint or inter-agency materials (e.g., health &amp; education/Home Office and Immigration Tribunal documents);</li> </ul> <p>(b) Decision-making records including –</p> <ul style="list-style-type: none"> <li>• Records of key discussions with the family</li> <li>• Key LA minutes and records for the child</li> <li>• Pre-existing care plans (e.g., child in need plan, looked after child plan and child protection plan)</li> <li>• Letters Before Proceedings</li> </ul> <p>Only Checklist documents in (a) are to be served with the application form</p> <p>Checklist Documents in (b) are to be disclosed on request by any party</p> <p>Checklist documents are <i>not</i> to be–</p> <ul style="list-style-type: none"> <li>• filed with the court unless the court directs otherwise; and</li> <li>• older than 2 years before the date of issue of the proceedings unless reliance is placed on the same in the LA's evidence</li> </ul>