

ONE DAY WORKSHOP

Independent Reviewing Officers and the Effective Chairing of Meetings

28th January 2009

North West

Theme

Independent Reviewing Officers have a considerable responsibility in ensuring that LAC reviews and Child Protection Conferences are chaired adequately.

This workshop will provide IROs with the opportunity to review their role and responsibilities in relation to chairing meetings effectively and to share best practice with colleagues from other agencies.

Aims

To re-look at the guidance and regulations around the chairing of LAC review and conferences

To consider issues of good practice in chairing meetings

To explore way of managing difficult situations

Share practice with peers.

Facilitators

The workshop will be facilitated by Viv Howorth and Lindsey Dunbar, Trainer Consultants with BAAF.

Venue

North West Longford Park Stadium, Ryebank Road,
Chorlton-cum-Hardy, Manchester, M21
9TA

Times

Registration	9.30am
Start	9.45 am
Close	4.00 pm

Refreshments / Lunch
provided

***A variety of relevant
publications will be on sale
during the day***

Substitutions and cancellations

Substitutions are welcome at any time. BAAF reserves the right to levy a fee in the event of cancellation. More than six weeks prior to the event 25% of the fee; between two and six weeks 50%; less than two weeks 100%

Registration Form

WORKSHOP: IROs and the Effective Chairing of Meetings 28th January 2009

Please book me _____ place(s) on the above workshop

Fee

- BAAF Members £80.00 (+VAT £14.00)= £94.00**
- Registered Charities (with turnover under £1M) £75.00 (+VAT £13.13)= £88.13**
- Non-member rate £90.00 (+ VAT £15.75)= £105.75**
- Remittance enclosed – Cheque (including VAT) payable to ‘BAAF Registered Charity ‘
- Please invoice
- In the event of a cancellation, I agree to pay a cancellation fee as detailed above.

- We will store your details and may want to contact you in the future with more information about our services and activity. Please tick here if you do not want us to do this. We will not pass your information on to a third party without your permission. Data Protection Act 1998.

Name	Agency name & address
Position	
Ethnicity	
Special diet/disability	
Telephone	Billing Address (if different to above)
E-mail	
Fax	

Please return form to:

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