**Chair’s Introduction to the TAC**

* **Welcome, introduction and any housekeeping issues**
* **Please could you all introduce yourselves and could the professionals**

**state their agency and their particular role with the family**

* **Outline reason for today’s meeting including**
1. **sharing information and any concerns**
2. **identify strengths**
3. **family and professionals to agree a plan of action**
* **You all have a copy of the agenda for today’s Team Around the Child meeting which outlines the areas to be discussed**
* **I would ask that everyone listens to the points of view of others**
* **Disagreements must be presented in a respectful manner**
* **When presenting information to the meeting we must be able to distinguish between fact and opinion and to make clear which is which**
* **If something is said that you don’t understand or are not sure about please let me know so that this can be made clearer**