



Team Around the Child (TAC) Meeting

Information for Parents & Carers

What is a TAC Meeting?

A Team Around the Child (TAC) meeting brings together the people who are working with your child and family, to help plan support that meets your child's needs. It ensures everyone works together in a coordinated way.

Why is a TAC Meeting being held?

A TAC meeting may be held when:

- Your child needs support from more than one service (e.g. school, health, social work).
- There are concerns about your child's wellbeing.
- A plan needs to be created, reviewed or updated for your child.
- You have requested that a TAC Meeting is arranged to discuss your child/young person's needs.

Who will attend the meeting?

The meeting will usually include:

- You (parent/carer) – Your views are very important.
- Your child/young person – If appropriate and with their consent.
- Named Person – Usually someone from your child's school or health service.
- Professionals involved – e.g. teacher, health visitor, social worker, educational psychologist, youth worker.

You can also bring someone to support you (e.g. friend, family member, advocate).

What happens at the meeting?

During the TAC meeting:

- Everyone will share information relevant to your child's wellbeing and progress.
- Your views and your child's views will be heard.
- Everyone will work together to agree what support is needed and who will provide it.
- An action plan may be created or reviewed.
- A Lead Professional may be identified to coordinate support if needed.



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How can I prepare?

You can:

- Think about what's going well and any concerns you have.
- Talk to your child about their views, if appropriate.
- Write down any questions or things you'd like to discuss.

Questions or concerns?

Please contact your child's Named Person or the person who invited you to the meeting.

They can support you before, during, and after the meeting.

You can write down any questions you have here.

Your voice matters. We're here to work with you to get it right for your child.

What happens after the meeting?

- You will receive a written summary of the meeting and agreed actions.
- Everyone involved will work on the agreed next steps.
- A follow-up meeting may be arranged to review progress.



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for **every** child in Forth Valley