

TAF Plan Key Principles & Top Tips

Principles

- The plan should always be the family's plan, it should be understood by the family, be done with the family, and written in a way that is meaningful for them.
- The plan should demonstrate that consideration has been given to the needs of all family members, as these will all have an impact on the child(ren) achieving their full potential
- The plan should always be linked to the recommendations and analysis from the assessment.
- The plan should be reviewed regularly with the family in line with Practice Standards
- When reviewing the plan, professionals should be flexible, to respond to the changing needs of the family or when the agreed plan isn't improving outcomes for the child(ren)
- Consideration to be given to prioritising goals and outcomes to avoid overwhelming the family
- Responsibility for actions should be shared amongst family members and the professionals involved in the TAF
- The plan should evidence that professionals have given consideration to the children's needs and that their wishes and feelings have been listened to (directly or indirectly) and acted upon
- The TAF meetings need to be accessible so that all the family feel comfortable to attend and contribute to the plan
- Meetings should always involve the family. A TAF is only a TAF with a 'T' and an 'F'. If the family are not able to attend, then the meeting should be cancelled and rearranged.
- Responsibility for actions is shared amongst all family and professionals involved.
- The plan should be restorative and empower the family over a period of time to become less reliant on services and more resilient

Top Tips

- Keep it simple – 'what steps do we need to achieve the wider goal'? 'What we are going to do and how we are going to do it'
- Only have a minimal number of goals/outcomes
- Regularly check the family's understanding of the plan, regularly referring to the plan as the work progresses.
- Practitioners need to be self-aware when working with the family, the first plan may be doing 'for' or 'to' and this should be seen to change over time to be 'with' or on exit to be all the family's actions
- If an action is completed but the outcome has not been achieved, think about how we can plan differently with the family to achieve the outcome
- Professionals need to be aware of the power imbalance between professionals and the family; this imbalance can be minimised by only having those professionals necessary in attendance at the meeting. For example, consider if it is necessary to have more than one representative from each setting/service present.