

Family Forum Minutes  
31/03/2026  
Enable Ireland Sandymount

**Who was present:**

- 1 family members and newly elected Family Representative: Shannen McBride
- Independent Facilitator: John McCusker
- Children's Disability Network Manager: Margaret McGrath

**What happened: Agenda**



<p><b>Introduction</b></p>	<p>John welcomed Shannen and Margaret. He explained the role of the Family Forum and the need for increased family engagement to improve the effectiveness of the Family Forum. There are 11 Family Representatives in Dublin South and Wicklow who work together.</p>
<p><b>Election of Family Representatives</b></p>	<p>Shannen attended today and explained her interest in participating in the role of Family Representative. John will invite Shannen to the next meeting of the Family Representative Group.</p> <p>The forum is seeking a second Family Representatives. The role involves attending meetings, gathering feedback from parents, and working with the facilitator. The time commitment is approximately 2-3 hours per month.</p>
<p><b>Service Updates</b></p>	<p><b>Newsletter</b> A CDNT newsletter is issued three times a year to all families. The next issue is due in the summer.</p> <p><b>Single Point of Access</b> An initiative of the HSE was discussed. Once in place, a child will be referred to community services once and the referral directed to the suitable service (Primary Care, Children's Disability Network Team, Child and Adolescent Mental Health Services).</p> <p><b>Information Management System</b> As part of a new electronic file system a Text Messaging Service will be introduced. Families will be contacted by SMS for appointment reminders and general communication. The team is validating information that migrated from the old system to ensure correct contact details. This service will commence by mid-summer.</p> <p><b>Website</b> Launched for Dublin and the South East provides information and resources for families <a href="https://www.dublinandsoutheastcdnt.ie/">https://www.dublinandsoutheastcdnt.ie/</a></p>

	<p><b>Webinars</b> The Family Forum Representatives are working to develop two online webinars on different topics. Invitations will be shared once dates and topics are confirmed.</p>
<b>CDNM update</b>	<p>Margaret gave an update on staffing levels on CDNT1 as per Team Update shared ahead of the Family Forum</p> <p>A Calendar of Events is shared on the newsletter and by email (universal/targeted) where the support is considered suitable for a family.</p> <p>Participation in programmes can be low depending on the focus and level of commitment involved for a family. CDNT1 is looking at ways to offer programmes in formats that may be more suitable for some families.</p>
<b>Next Steps &amp; Feedback</b>	The next Family Forum will be held <b>June 2026</b> .
<b>Website Link</b>	<p><a href="#">Dublin and South East CDNT   Home Page</a></p> <p>CDNT1 unique page <a href="#">CDNT 1 - Sandymount   Dublin and South East CDNT</a></p>
<b>CDNT Contact information</b>	<a href="mailto:Cdnt1Sandymount@enableireland.ie">Cdnt1Sandymount@enableireland.ie</a>