



Luton Borough Council People Directorate

PACE FOSTERING



PACE Fostering

Police and Criminal Evidence Act 1984

Aims & Objectives

Luton Borough Council has a duty to provide supervised accommodation to children and young people, under the age of 18 years who are not accommodated in local authority care, but have been arrested or charged in relation to a criminal offence and have been denied police bail.

PACE carers are approved under the Fostering regulations to provide a supervised overnight stay to PACE young people and only foster young people who have been assessed by a custody officer from a police station. Young people identified as posing a risk to the public will not be placed into overnight foster care under the Police and Criminal Evidence Act 1984 (PACE).

Legislative & Policy Context

The Children Act 1989 s21 (2) requires that every Local Authority receives and provides accommodation for children whom they are requested to receive under section 38 (6) of PACE 1984 (commonly referred to as a PACE bed). PACE transfers take place to limit the amount of time that young people are required to spend in Police Custody.

Local Authorities have their own test to determine how to place a child, which centres on the welfare of the child, i.e a child over 12 must be either likely to abscond or injure themselves or others (children (secure accommodation) Regulations 1991, regulation 6(1) (a) modifying Children Act 1989 section 25 (1). Children age 10 or 11 in addition to the above must have a history of absconding.

The responsibility of the young person placed in a PACE bed passes from the Police to the Local Authority. This transfer of responsibility includes the



transfer of the power to detain the young person and responsibility for ensuring that they appear at Court (in accordance with section 46 of PACE).

Any child who is placed in a PACE bed must be supervised at all times, i.e may not go out unaccompanied and must be escorted to Court by the PACE carer and supervised at Court by a dedicated member of Children's Social Care. If the young person absconds at any time this must be reported IMMEDIATELY and the young person may be charged by the Police with an offence of 'Escape Lawful Custody'.

Recruitment Assessment & Approval of PACE Carers

The recruitment of PACE Carers is managed by the LBC Fostering Service, in line with the Children ACT 1989 s 21 and LBC's Placement Sufficiency Strategy.

Recruitment of PACE Carers:

LBC's process for the recruitment, assessment and approval of PACE Carers is routed in the Fostering Services Regulations 2011, national minimum Standards 2011 procedures and guidelines. The recruitment of PACE carers is currently open to LBC employees, with the only exception being to Children's Services Employees due to conflicts of interest.

A Job Description and person specification details the role and responsibilities of the PACE Carer; and the required levels of knowledge, experience, training, and personal attributes. (see Appendix One). Interested persons who meet the person specification and can evidence the required competencies must complete an Application Form (see Appendix Two) and submit to the LBC Fostering Marketing, Recruitment and Assessment Team.

If accepted, they will undergo the standard foster carer assessment process, which is undertaken using the BAAF Form F protocol.

Annual Review of PACE Carers

The standard foster carer annual review process applies to PACE Carers with the expectation that the process will establish the evidence of the PACE Carer continuing to meet the requirements of competency as set out in the PACE Carers Policy.



PACE Carers will be reviewed against competencies covering the following areas:

- Be healthy
- Stay safe
- Enjoy and achieve
- Make a positive contribution
- Achieve economic wellbeing

Each annual review in relation to PACE Fostering will be presented to the Fostering Panel.

The PACE Carers Role

Whilst on duty the PACE carer provides accommodation to the young person requiring a placement at that time. The young person remains in Police custody whilst they are with the PACE carer and can be returned to the Police station at any time if they do not comply with the requirements of the placement.

The Police will usually transport a young person in their custody to the PACE carer themselves. If the placement is over the weekend (Saturday night to Monday morning) the PACE carer will take the young person to the Court for hand over on the next working day.

Under the Fostering Regulations there are specific requirements as to how a young person in a PACE placement should be cared for.

It is the PACE carers responsibility to

- ❖ Ensure you inform the Fostering Service about any changes within the household, prior to or as soon as possible, after the changes. This includes any visitors staying overnight or longer, any changes to the carers health or that of other household members, or anything else which may impact on the carers ability to care for a young person placed with them appropriately;
- ❖ Provide a safe and caring environment for the young person;

- 
- ❖ Support and meet the health needs of the young person;
 - ❖ Establish a routine, clear boundaries and have an understanding of issues that impact upon the young person;
 - ❖ Help the young person to prepare for court the following day & when appropriate liaise with the young person's family to update them of their welfare;
 - ❖ Supervise the young person at all times inside and outside of the home, and escort them to court or to a designated officer the following morning
 - ❖ Report immediately to the Police (on 999) & EDT (on 0300 3008123) when the young person absconds from placement
 - ❖ If the young person absconds on the morning of handover the court should be informed (on 01582 524 264) and Luton Youth Offending Service (on 01582 5477900)

Information that the PACE Carer will Need When a Young Person is Placed

During working hours, a member of the fostering service, usually the Placement Officer, will contact the PACE carer when seeking a PACE placement for a young person if it is known that such a placement will be needed on that evening.

If the PACE placement is required after working hours the carer will be contacted by the Emergency Duty Team.

It is useful for the carer to prepare a list of questions to ask. Appendix 3 provides a comprehensive list.

What to Expect from the Custody Officer when the young person is collected;

The custody officer on duty will provide the PACE carer with the young person's Prisoner escort Record (PER) – which will include the young person's details, health needs, risk assessment & family contact details.



Standards of Care

The PACE carer must have a robust Safer Caring Plan that covers all family members and the PACE young person. The carer is not expected to change everything that they do. However the Safer caring Plan should take account of the various elements of the family's behaviours that may involve risk and working out what everyone can adjust to ensure that safer care becomes part of everyday life. This will have already been covered on the Skills to Foster initial training programme.

The Safer Caring Plan also helps the carer to know how to deal with situations that might seem OK in their own family but are not safe with a young person placed with you in a PACE arrangement. It is important that everybody that is in the house is aware of the plan and is signed up to it. Regular visitors to the home need to know about the Safer Caring Plan.

The whole family should be involved in agreeing the plan and in reviewing it each year (or when circumstances change). The Supervising Social Worker can support the carer with this process. Once the Safer Caring Plan is completed a copy should be given to the fostering service. The plan should be reviewed each time there are significant changes in the household and when different needs and expectations are identified in a new placement.

The aim is for all those involved to understand what might happen and to avoid the young person feeling worried or anxious.

Men and the Safer Caring Plan

Some Looked After young people may have had negative relationships with men. The experience of having a positive male role model can help improve the chance of them having a positive relationship with men in the future. Where a male foster carer is present in the household their role is important here. Male and female foster carers will be expected to share the caring tasks, they need to ensure that they get involved from the beginning in developing their family's



safer caring-plan. It is really important that men consider their role as most allegations are made against male carers.

Individual Characteristics

All young people are different and have undergone unique experiences. When thinking about their safety, the PACE carer will need to take these individual characteristics and experiences into account. Whereas the carer will know their own children's background and have clear ideas about how to keep them and the household safe, they will need to be sensitive to and take into consideration aspects of your PACE young person that will influence your approach.

It is also important to realise that the PACE carer – and the placing officer – may not know everything relevant about the young person placed because they may not have shared it with anyone.

The PACE carer will need to have due regard to young people from Different Ethnic, Religious and/or Cultural Backgrounds as they may have certain ways of doing things and specific dietary requirements. This should be specified at the time of referral. The PACE carer should do some research into the different types of ethnic, religious and/or cultural traditions and discuss them with the PACE young person in a tolerant way. Where concerns and issues may arise (adverse views about gender, sexuality or female genital mutilation, for example) carers may need to agree to differ, while making it clear that such views are unacceptable to most people in the UK and illegal if acted upon.

Appendix 4 provides a comprehensive list to assist the process of defining the Safer caring Plan.



Support For PACE Carers

The PACE carer will be supported by a nominated senior supervising social worker who will provide supervision once every 6 weeks, with regular telephone support. Each supervisory visit is recorded and the PACE carer will receive a copy of the recording. The primary tasks of the Supervising Social Worker is to supervise and support you to enable you to carry out your role as a PACE carer.

The Supervising Social Worker will ensure that the carer has the necessary guidance including an understanding about working within the National Minimum Standards for Fostering and all the fostering service's policies, procedures and guidance.

Supervision is seen as a two way process to:

- Provide the carer with opportunity to discuss any placements they have had;
- Identify solutions to any issues;
- Discuss issues that may be impacting on the carers ability to provide placements;
- Give you feedback on your work to make sure the carer has the right skills and competencies;
- Ensure the carer is accessing relevant training and resources and are working towards achieving the Training & Support Development Standards within a year of approval;
- Ensure the carer is working within the [National Minimum Standards](#) for fostering;
- Address- any financial or practical issues;
- Keep you updated about new policies, procedures, training and good practice.

The supervision meetings will be an important part of collecting information for your annual review as a PACE carer. The supervision session will be



confidential; however, the Supervising Social Worker will discuss relevant information with the Team Manager and wider services as appropriate.

Financial Provision for PACE Carers

The PACE carer will commit to a weekly duty rota, and be available for 1 duty week in 5.

- ❖ LBC will pay a weekly duty fee of £237
- ❖ A supplementary fee of £16.14 will be paid for each night that a PACE young person is placed (a total of £113 if a young person is placed each night of the duty week)

If a young person is arrested on a Saturday they will need to be cared for until Court on the Monday and therefore will stay with the PACE carer for 2 nights. In this instance an additional allowance of £32.28 will be paid.

To enable the PACE carer to be prepared to receive a PACE young person, a retainer payment of £100 will be paid in lieu of any placement to provide for essential items that may be needed at the time of placement. The PACE carer is required to keep all receipts for essential items purchased and provide these to their supervising social worker at the earliest opportunity. The retainer will be replenished as needed.

Reimbursement of mileage costs will be paid for journeys in excess of a 10 mile radius. LBC's transport policy rates will apply.

Any money paid to LBC employees for their PACE role will be in addition to their Council salary.



Appendices



Appendix 1

JOB DESCRIPTION

TITLE: PACE Foster Carer

POST NO:

DEPARTMENT: People Directorate

DIVISION: Children & Families Social Work

RESPONSIBLE TO: Team Manager

PURPOSE OF POST:

The principal role of the Police And Criminal Evidence Act (PACE) foster carer is

To provide overnight care to young people age 17 years and under who have been arrested by the Police at night and who the police decide should appear before the court the next morning.

To receive the young person from the police (where requested by the Police) and allow them to spend the night in the carer's home. To then take the young person to court, or to the appropriate Youth Offending Service office, the following morning.

To be on duty for 7 consecutive nights on a 4 week rolling programme. When they are on duty PACE carers are expected to be ready to receive a young person at very short notice.

PACE foster carers will access the same preparation training as mainstream foster carers together with additional specialist training, to include:

- Legal training on PACE and court process.
- Adolescent brain development training (to include addictions and risk taking behaviours).
- De-escalation techniques.



The PACE carer will complete their Personal Development Plan within given timescales and alongside this the PACE carer will be reviewed annually under Fostering Regulations.

The PACE carer will make themselves available for supervision with their supervising social worker.

EXCEPTION TO THE POST:

The PACE carer will where agreed care for children where an emergency overnight or weekend placement is required. The usual expectations will apply whereby the PACE carer will take the child to a representative in the child care team the next working day.

The PACE carer is not expected to be available to the child before the end of the Social Care working day. The foster carer will not be asked to take a child in the early hours of the morning except if the child is very young or particularly vulnerable in a police cell.

The PACE carer is not expected to act as an appropriate adult, or remain with the child the following day. The PACE carers role stops once they have transported the child to Court, or to a representative from the Youth Offending Service.

The PACE carer is not expected to restrain the child in any way and is subject to all the usual Fostering Regulations and expectations. Should the child run away the PACE carer will report the child missing immediately to the referring Police Station and to EDT.

APPENDIX 1.

Person Specification: PACE Carer

<u>Role Title:</u>	PACE Carer
<u>Department:</u>	People Directorate, Fostering Service.

	Essential Criteria	Desirable Criteria
Qualifications		Possess a relevant professional qualification.
Relevant experience	Have experience of working with young people in a paid or voluntary role, or have experience of parenting teenagers who have presented challenging behaviour.	Experience of working with children in school or residential setting, or have fostering experience.
Personal Criteria	Be available for PACE placements on a rolling Duty Rota of 7 nights in a month to be available for PACE placements. Availability for statutory supervisory meetings is also required.	
	Be available to supervise the Pace placement at all times	
	Live within 5 miles radius of Luton town centre or boundaries of the authority.	Live in Luton
	Have a spare bedroom available for fostering	
	This role can be undertaken by single people, couples or families.	
Skills and abilities	An ability to care for young people in your own home who may present complex behaviour which may include: absconding, offending behaviour,	
	An ability to empathise and engage with young people and use positive behaviour strategies while putting into place firm and consistent boundaries and consequences.	
	An ability to risk assess and take appropriate actions to reduce risk to the	

	young person, yourself and your family, and property.	
	An ability to start, develop and end relationships positively.	
	The ability to understand and practice confidentiality, accountability, safer caring and safeguarding procedures.	
	Be available to participate in and contribute to multi-disciplinary meetings and assessments at short notice.	
	The ability to keep clear and concise records (unless requested otherwise) and produce monthly reports.	IT skills in Word and Outlook.
Values and Behaviour	A flexible, child focused and non-judgemental approach to young people, showing an awareness of their feelings and perspective.	
	Be able to provide a stable and stimulating environment, whereby a young person is treated as an equal member of the family,	
	Provide a safe and nurturing environment with an appropriate level of physical care and emotional warmth.	
	Demonstrate emotional strength and resilience, and have the ability to withstand verbal abuse and rejection.	
	Have the ability not to take things personally and act in a professional manner under stress i.e. managing own emotions.	
	Willingness to accept placements at short notice	
DBS Clearance	Enhanced DBS clearance is essential for this role, as it requires direct unsupervised contact with vulnerable children	
Work related travel	Able to collect and escort young people and attend meetings in relation to the young person.	
Health and safety risk	Possible exposure to emotional/mental	

assessment	pressures and demands.	
	Risk of verbal abuse	
	Lone working.	
Personal development and accountability	A commitment to regular training and learning in order to maintain or further develop skills needed to care for young people with complex needs.	
	An ability to reflect on own practice, accurately assess own strength and development needs.	
	Be available for supervision with allocated Supervising Social Worker and show willingness to accept advice/guidance.	
	Commitment to attend by monthly support groups,	
	Be able to adhere to guidelines, remain accountable and know when and where to seek advice.	

Appendix 2

PACE Fostering Application Form Luton Borough Council

*Couples should complete details for Applicant 1 and Applicant 2.
Please provide as much detail as possible as it will help with your application.*

Personal Details	Applicant 1	Applicant 2
Title		
First names		
Surname		
Other names (include maiden)		
Date of birth		
Ethnicity		
Nationality		
Gender		
Languages spoken		
Religion / Faith group		
Are you practising your faith?	Yes/No	Yes/No
Phone (day)		
Phone (evening)		
Email		



Best way to contact you				
Address				
Postcode				
How long have you lived at your current address?				
Who else lives with you ?				
Children under 18				
Full name	Male/Female	Date of Birth	Ethnic Origin	Relationship to you
Adults (including grown-up children) living with you				
Full name	Male/Female	Date of Birth	Ethnic Origin	Relationship to you
Do you have any children (under 18) from a current or previous partnership living elsewhere?				
Full name	Male/Female	Date of Birth	Ethnic Origin	Relationship to you





Appendix 3

Questions the PACE Carer may want to ask when contacted about a placement:

- ❖ The lead person or social workers name,
- ❖ Who to contact in an emergency
- ❖ Check whether the young person has been given a copy of your profile
- ❖ The young person's name, age, sex, ethnic origin, religion;
- ❖ Find out if the young person has any special dietary, cultural or linguistic needs;
- ❖ The young person's legal status;
- ❖ General picture of the young person's situation & why the PAE placement is required;
- ❖ What are the contact arrangements are;
- ❖ How is the young person's health, ask if they have any allergies or medical problems, specific equipment or are they currently on medication;
- ❖ Does the young person have any communication issues;
- ❖ Are there any behavioural problems;
- ❖ .Are there any known risks from the young person, e.g. aggressive or sexualised behaviour; that have bee assessed as manageable.
- ❖ Request a copy of the Police risk assessment
- ❖ Who will bring the young person and with what clothes and belongings?
- ❖ Will formal information be provided at the time of placement.



Appendix 4

Safer Caring Policy

The following are some of the elements that will probably make up the substance of your family's Safer Caring Policy. This is not intended to be an exhaustive or prescriptive list but rather an aid in drawing up your own personalised Safer caring policy, which should be tailor-made for your own family.

Tips:

- ❖ Define each issue carefully and be specific about possible areas of conflict;
- ❖ See each issue from everyone's point of view (the PACE young person, other children in the household, yourself/ves, visitors, possibly pets etc);
- ❖ Pinpoint any specific situations when and where areas of conflict might arise;
- ❖ Identify which caregiver is responsible for implementing each aspect of the plan (remember to include outsiders like babysitters);
- ❖ Set times to reassess the plan, not just annually or when there are significant changes. Re-evaluate areas where it falls short of your expectations;
- ❖ What will you do if one or more aspects of the plan aren't working?
- ❖ The Names You Use in the home, PACE young people should call you by your first name.

Physical Contact and Showing Affection

Carers must provide a level of care, including physical contact, where deemed appropriate (as described in the following advice), which is designed to demonstrate warmth, respect and positive regard for young people. Frequently older children are more comfortable with a kind word or phrases of reassurance and praise, a pat on the shoulder.



Physical contact should be given in a manner, which is safe, protective and avoids the arousal of sexual expectations, feelings or in any way which reinforces sexual stereotypes.

The following include areas which could involve physical contact and which you might want to include in your safer caring policy:

Showing Affection

Warmth and understanding are essential, but everyone needs to know and understand when a relationship is inappropriate. Showing affection is a very important part of your caring role and should never be avoided because of the fear of allegations

Young people who have suffered many unexpected losses in adult relationships are likely to be constantly fearful of being abandoned again.

Young people should always be asked first if they would like a kiss, hug or a cuddle. They need to be taught by a caring adult to say 'no' if they do not want to be touched and what touch is appropriate touch.

Families will all have different ways of showing affection and you need to be careful not to impose your way on others. If touch has meant something other than affection to a young person in the past, they might not understand that when you try to show them affection.

Recreation

Household rules should encourage young people where possible to relax in public parts of the home, always leaving the doors open and providing supervision. Always be listening when young people are playing and check when they go quiet.

PACE young people are not to invite friends to the home. If unsure, the supervising social worker will advise.

PACE carers are actively encouraged to interact with the young person placed with them but it is not acceptable to play-fight, or participate in overtly physical games or tests of strength with the young person. If there is an issue, it should be discussed with EDT and the Police.



Bullying

- Put in place clear rules that say bullying is not acceptable and what actions will be taken if the foster carers suspect bullying or are told of bullying happening;
- Make it clear to the young person what is acceptable behaviour;
- Provide opportunities for the young person to think about the issue of bullying e.g. writing stories or poems or drawing pictures about bullying;
- Have discussions about bullying and why it matters;
- Be good role models as a PACE carer;
- Homophobic and racial bullying:
 - Under the law, homophobic and racial bullying are classified as a hate crime. If it's happening you can ask for help from the Police;
 - Stonewall run a campaign against homophobic bullying with information for parents, young people, carers and other professionals.

Intimate Care

If possible, young people should be supported and encouraged to undertake bathing, showers and other intimate care of themselves without relying on the PACE carer unless otherwise agreed, if at all possible young people should be given intimate care support by adults of the same gender.

The Bathroom/Toilet

Young people who are old enough should be encouraged to wash themselves and should have privacy in the bathroom. It may be possible to sit outside the bathroom so a young person feels safe (if necessary) yet is able to bathe in privacy.



Menstruation

The PACE carer should provide appropriate sanitary protection for young women and this should be provided in a way without the young woman having to make constant requests whilst in placement. There should also be adequate provision for the private disposal of used sanitary protection.

Enuresis and Encopresis

If it is known or suspected that a young person is likely to experience enuresis, encopresis or may be prone to smearing it should be discussed openly, but with great sensitivity, with the young person if possible, and strategies adopted for managing it; the following should be adopted:

- Talk to the young person in private, openly but sympathetically;
- Do not treat it as the fault of the young person, or apply any form of sanction;
- Do not require the young person to clear up unless agreed as part of the treatment strategy; assist the young person in cleaning and wash any soiled bedding and clothes;
- Keep a record;
- Consider making arrangements for the young person to have any supper in good time before retiring, and arranging for them to use the toilet before retiring; also consider arranging for the young person to be woken to use the toilet during the night;
- Consider using mattresses or bedding that can withstand soil. You may be able to request a mattress protector from the fostering service if you need it.

4.6 When Going Out

The Pace carer has responsibilities towards the PACE young person at all times.

There may be exceptional and urgent circumstances which lead you to ask someone who is DBS cleared to take care of a foster child for a short time. If no prior agreement has been made, the PACE carer may do what is 'reasonable'



and statutory guidance states what is 'reasonable' will depend on the urgency of the situation but in all instances the PACE carer should contact EDT to advise of the circumstances.

Travelling by Car

Think about who travels alone in a car with the young person. It can be a good way of them having one-to-one contact because it can be easier to talk without any eye contact. However, a young person who has, or may have been, abused might feel unsafe alone in a car with an adult. It is important to consider other risks and situations where an escort may be necessary.

Always use the appropriate car seats and child restraints.

Photos, Videos and the Internet

Pictures and videos are not permitted to be taken of the PACE young person whilst in your care.

If the young person uses the internet, take an interest in what they do and agree, when, where and how they will use it. Look into some software that filters inappropriate material for children and ensure that it is active in your home and on your devices

The Luton Safeguarding Children Board has published resources to help professionals and parents / cares keep children safe on the internet.

The Way you Dress

It is important for people to dress appropriately when in the house. Make sure that your family, and PACE young person have nightwear and your policy should make it clear that it is not appropriate to walk around in underwear or nightwear.



The Foster Carers' and Other Family Members Bedrooms

Some parents like to let young people enter their bedroom to talk, and listen to stories or to be comforted when they are not well. It is one of the dilemmas you face when as a family you are trying to give your own children a usual upbringing whilst wanting to provide a safe environment for the children you foster.

Encouraging the young person to Share your bed whilst emotional or upset is not advised and in the interests of a safer care for your PACE young person it is safer to provide all children with a time of affection outside your bedroom, telling stories and may be having a hot drinks together.

Young People's Bedrooms

Your plan should be clear about bedroom rules.

PACE young people should have their own room and somewhere to store personal possessions. You will need to include in your safe caring policy something about the exceptional circumstances where carers may have to enter your young person's bedroom without knocking or asking permission. These should be made clear to the child and are as follows:

- To wake a heavy sleeper, to return or remove soiled clothing; in these circumstances, the young person should have been told or warned that this may be necessary;
- To take necessary action, including forced entry, to protect the young person or others from Injury or to prevent likely damage to property. The taking of such action is a form of Physical Intervention;
- To look for information, which may help to find the whereabouts of a missing young person.

Young people should also be clear about whether anyone is allowed in their bedrooms, e.g. for adults to read bed time stories or say goodnight



Bedtime

Bedtimes are an opportunity for carers to show care and warmth towards the Young person. Striking the balance between rules and safe caring need to be found for each individual young person, similarly to bath time.

Carers should always leave the door open when putting young people to bed.

The Safer Caring Plan may need adjusting for each young person, for example putting them to bed and or by putting a chair beside the bed for the carer to sit on if needed. The actual timing of bedtime is similarly dependent on the young person.

Kitchen Safety and Meal Times

These should promote independence and encourage the young person to participate as much as possible in the household. Your policy should specify whether knives or some / all kitchen equipment is locked away, for how long and why.

Where are meals eaten, are they taken together as a family, which meals if any can be taken in bedrooms, or in front of the television for instance.

Education about Relationships, Sex and Sexuality

Relationships and sex education is important for all of us as we grow up. This should also be age appropriate. A PACE carer may be placed in a situation where the young person wishes to talk about their relationship and sexual matters. They will need to be helped to think about what makes a good friend and what makes a bad friend. They need to learn how to avoid situations that might put them at risk of abuse and how to protect themselves and others. Young people need to learn how to say 'no'. Carers need to know how to



explain the difference between what is and is not acceptable behaviour and how to help children change behaviour that is not right for their age. You may need to say that you are talking to them about relationships and sex to help them deal with situations, feel safer and as part of growing up not to abuse them further.

Families will have different approaches to this subject and how children get information about relationships, sex and sexuality and what they are told. You will need to find out from the child's social worker what the family's approach was and the best way of dealing with this, particularly if the child/young person has a different cultural or religious background from your own

The most important thing is that the young person feels they can come and ask you questions and talk to you about the subject if they are not sure. Foster carers should never share personal details about this subject with the young person.

Fire Plan

There should be a written fire escape plan for each household which should be updated at least annually and shared with each young person placed with you. Discuss as a family what routes you will take if a fire starts and practice an evacuation. Think about where keys are kept so everybody knows where they will be for the front and back doors and windows. The local fire station should be contacted for clarity on the correct fire route procedures.