

FLOW CHART FAMILY AND FRIEND / CONNECTED PERSON ASSESSMENTS

Day 1-week 1

Decision taken to place with connected person
Schedule 4 must be completed prior to child being placed



Schedule 4 must be agreed by team manager and head of service
Child now looked after



Social worker sends paperwork to Placements email
Checks requested on reg 24 carers (now approved temporary foster carers for 16 weeks until approved at fostering panel)
Booked into accommodation panel



Day 3

Social worker contacts duty fostering to arrange placement agreement meeting within 72 hours



Fostering Panel Administrator to be informed of provisional date



Fostering team manger allocates assessment to worker
Assessment required to be submitted to Fostering Panel within 16 weeks
Assessment can be extended under reg 25 for a further 8 weeks
This must be agreed by head of service



Meeting set up with, Fostering Social Worker and Children's Social Worker to discuss detail of Assessment and timescales within 72 hours of allocation of Assessment

STAGE 2
Week 10

Progress of assessment discussed in supervision with fostering manager
Statutory checks need to be completed prior to submitting to fostering panel



Week 12

Fostering Team Manager to quality assure Form F Assessment. Updates and QA to be completed within 72 hours of Form F completion



Week 12

Panel paper distribution to Panel Members – minimum of 5 working days before meeting



Week 14

Fostering Panel convened
SW and fostering officer to attend alongside carers