When the Care Plan is to make an application for a Special Guardianship Order, then an Application for Discharge of a Care Order is NOT to be made. The prospective applicant MUST make the application in their own right. This applies to any child on a full care order, regardless of who the applicant is; the applicant could therefore be a current foster carer a connected carer or another person that the local authority are supporting to make an application. Child on a Full Care Order and the plan for Permanence is to be secured under a Special Guardianship Order A decision is made at permanence panel or a care planning meeting that the plan for permanence is Special Guardianship Order and this decision has been reached in discussion and agreement with the proposed applicant. IRO is in agreement with the plan and will ratify on completion of assessment Written Consent from proposed applicant for Assessment for Special Guardianship Order to progress Social worker and proposed applicant agree timescales for assessment - this must not be more than 12 weeks and making SGO application Social Worker immediately refers the matter to Applicant (Foster carer, connected care etc.) LCC Legal Department and alerts the SGO Assessment Officer for financial assessment. https://www.proceduresonline.com/lancashirecsc/ local resources.html Instructs their legal representative Requests DBS, Medical, and References. Social Worker advises the carer of the information required in preparation for the financial assessment, as per the process detailed above. Their legal representative contacts LCC legal Refers proposed applicant to the Law Society Department to agree funding of legal fees for website for list of legal advisors the SGO application https://solicitors.lawsociety.org.uk/ Social Worker has 12 weeks from the date agreed SGO as plan of Permanence On completion of the SGO assessment, support plan and financial assessment Social worker presents for sign off by HOS Once Documents are endorsed by HOS, Social worker sends these along with the applicants DBS, medical information, references and regulation 15 notice to LCC legal department LCC legal dept will send all documents to the applicant's legal rep

Social worker sends Reg 16 notice to LCC legal department

Prospective SGO makes SGO application