Adoption Mailbox

**Birth Family Agreement Form**

1. Child's Birth Name:
2. Date of Birth:
3. Name of Family Member/Other:
4. Relationship to Child:

 (Please state if Paternal or Maternal)

1. Name of Child's Social Worker:

**I AGREE TO THE FOLLOWING MAILBOX EXCHANGES WITH THE ADOPTIVE PARENTS OF THE ABOVE CHILD**

**Details Agreed:**

1. **From Adopters to Birth Family/Others** *(Social Worker to complete)*

|  |  |  |
| --- | --- | --- |
| **What have the Adoptive Parents agreed to send the Birth Family/Others** | **Frequency** | **Month** |
|  |  |  |

1. **From Birth Relative to Adopters** *(Social Worker to complete)*

|  |  |  |
| --- | --- | --- |
| **What is to be sent from the Birth Relative to the Adoptive Parents;** | **Frequency** | **Month** |
|  |  |  |

1. Do you require any support in writing your letters? **YES/NO**
2. Has the Social Worker spoken to you about how to refer to yourself in your letters? Please call yourself \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Has the Social Worker spoken to you about how to refer to yourself in your letters? Please call yourself
4. Has the Social Worker advised you what to call the adopters when you write? Please call the adopter(s)
5. Have you confirmed the address? **YES/NO**

**Please send all mail to:**

**Adoption Mailbox Team**

**Room CH1:42**

**Lancashire County Council**

**PO Box 1337**

**Preston**

**Lancashire**

**PR2 0TG**

*Please would you read the agreement below and then sign that you have read and accepted it.*

*We will not be able to set up Mailbox exchange until we have this agreement.*

* I understand this is not a legal document, however, it is expected that the agreement is adhered to. Please bear this in mind when committing yourself to the arrangement.
* I understand that any information which is sent to me as part of the Mailbox system, including any photos, must not be uploaded onto any social networking sites, or used in any way inappropriately. If, at any time, we become aware that information or photos are being used inappropriately it may become necessary to suspend mailbox.
* I agree to notify the adoption mailbox if any change of address
* We want this agreement to work for the benefit of your child and we may therefore contact you to address any issues.

 Any additional information

****

 **Signed ………………………………….. Signed: …………………………………..**

 **Dated: …………………………………… Dated: …………………………………..**