|  |  |
| --- | --- |
|  | Action/Date |
| Title/Status- | Checklist/form |
| New document or revised | New |
| SMT sign off | December 2019 |
| Responsible Head of Service | Head of Service Children in Care, Virtual School, Fostering & Adoption |
| Date due review | December 2020 |
| Date SMT approved (review). |  |

**Permanence Decision for children in mainstream fostering - checklist for social worker prior to submission (to be included in Pack submitted):**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | No | Not app. |
| Panel paperwork (Pack) has been submitted to panel coordinator 2 weeks prior to panel date – child’s social worker |  |  |  |
| Minutes of matching meeting to include: -  Views of the child’s relatives  IROs views  The view of the foster carers about the commitment they are making and the support they offer. |  |  |  |
| Words and Pictures and Three Houses or other relevant Child’s Voice Tool (to include child’s journey, child’s views and wishes – particularly about permanency, the long-term carer/placement and what in the child’s words or picture would make this placement work) |  |  |  |
| Care Plan with scaling of the child’s and carer’s views |  |  |  |
| Form F or Annual Review (foster carers paperwork |  |  |  |
| Sibling Assessment (if appropriate) |  |  |  |

**Permanence Decision for children in connected fostering - checklist for social worker prior to submission (to be included in Pack submitted):**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | No | Not app. |
| Panel paperwork (Pack) has been submitted to panel coordinator 2 weeks prior to panel date – child’s social worker |  |  |  |
| Minutes of matching meeting |  |  |  |
| Form C – connected carers assessment |  |  |  |
| Proposed care plan (child) and support plan should the carers be pursuing an SGO/CAO (which can include a resource request, see below) |  |  |  |
| Words and Pictures and Three Houses or other relevant Child’s Voice Tool (to include child’s journey, child’s views and wishes – particularly about permanency, the long-term carer/placement and what in the child’s words or picture would make this placement work) |  |  |  |

**Resource Decision - checklist for social worker prior to submission (to be included in Pack submitted):**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | No | Not app. |
| Panel paperwork (Pack) has been submitted to panel coordinator 2 weeks prior to panel date – child’s social worker |  |  |  |
| Resource Request Form |  |  |  |
| SGO/CAO Support Plan (if relevant) |  |  |  |