North Tyneside Council Flow Chart for Early Permanence Planning

North Tyneside Council

Consideration of a plan of adoption brought to case supervision

Manager decides whether to use EP. Decision will be clearly recorded on the child's LCS record.

No, not using EP → End of EP process

Team Manager supported by Permanence Champion
lil.alsop@northtyneside.gov.uk

Monthly team meeting with Permanence Champion and Safe and Supported team managers

Monthly meeting with Permanence Champion, Fostering Managers and Service Managers from SAS and SWAT

Yes, using EP

Team Manager, Social Worker and Permanence Champion meet to review case in depth and consider alternative family members and wider network.

Social Worker makes referral to ANE via referral form.

Geo Risk Assess Form

FamilyFinding@adoptne.org.uk

Team Manager to advise Service Manager of decision and book into Legal Gateway Meeting.
Legal Gateway Meeting and Legal Advice Documentation SoS

Social Worker Completes court paperwork and starts CPR.
CPR Form
CPR checklist guidance and links

Social Worker liaises with ANE regarding potential EP Carers.

Legal Gateway, Senior Manager, legal representative and Social Worker

Family finding visit with ANE to EP Carers

Link agreed

Information provided to ANE could be:
- Single Assessment
- Extracts from sibling CPR
- SW chronology
- Pre-birth assessment
- Report written specifically by SW

No

Not Agreed

Yes

Consideration given to birth parents and EP carer meeting

EP ADM report completed by ANE and Child's Social Worker.
EPP Matching Report

Child's SW sends to ADM EP ADM Report, Adopter's PAR, Panel minutes and annual review

ADM for Fostering agrees Reg 25A. If non agreement return to family finding

Agreed

Agency decision sent to ANE SW and Fostering Team Manager.

Fostering allowance begins when the EP carer assumes caring responsibilities for the child

Fostering Supervising Social Worker is allocated (there is a nominated Social Worker within the fostering service)

EP carers set up on LCS. This triggers payment to the EP carer and alerts to the IRO service and HIVE for initial health assessment

Legal route to placement agreed - section 20 or court hearing for ICO

after placement

Placement planning meeting takes place in hospital or EP carers home. This should include birth parents where appropriate. The childs care arrangement begins and the family time plan is provided by the social worker.

SW initiates the child's IHA and makes Medical Advisor aware of the EPP Plan. Birth Parents will attend IHA with the child. EP carer may attend where appropriate. Dr Garrood's secretary Heidi Gibson
Heidi.Gibson@northumbria-healthcare.nhs.uk
01670 564110

ANE SW and the child's SW along with the fostering SSW will complete statutory visits. (Weekly for first 4 weeks then monthly thereafter.)

When Fostering SSW visits they will leave after discussing any statutory fostering issues. Children's SW undertakes statutory visits.

Child in Care (CIC) reviews arranged within statutory timescales. ANE SW + Family finder SW to be invited.

Court directed work completed to include up-to-date permanence medical if required.

Local authority agree plan of adoption via Ratifying Review followed by ADM.

ADM flow chart

within 3 days

Completed CPR and ADM decision are sent to ANE. Completed CPR to be sent to Medical Advisor.

Court Decision

P.O not granted → Formal arrangements for reunification planned

P.O granted → Book into matching panel

Final family time / reduction plan.

Formal matching process begins.
- Panel date agreed
- Medical advisor report updated if needed
- LAO offered

CPR and Foster Carer reports to be updated

APR and ASP to be completed

Annex A to be prepared and the initiation of contact form to be completed. ANE will lead in completing ASB and Court paperwork.
Annex A
Annex A Guidelines

Attend matching panel facilitated by ANE.

Agency decision is signed with date of placement for adoption. All Agency letters to be sent (standard letters to be updated and attached when available). Placement Planning meeting to take place.

20 day CIC review held. (thereafter following statutory guidance)

End of period of fostering and the child will now be placed under Adoption Regulations.

Adoption placement planning meeting

Fostering allowances cease. Child's birth certificate is given to adopters to allow them to apply for child benefit.

Adoption application will be lodged as soon as possible after the adoptive placement being formalised (a minimum of 10 weeks)

End of EP process