**Prompts for Placement Planning Meetings**

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| **Date and venue of meeting:** |
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| **Name of child or children who will stay with the foster family:** |
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| **Name of the birth parents:** |
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| **Name of fostering family:** |
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| **Name of child’s social worker:** |
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| **Name of supervising social worker:** |
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| **What is the plan for this child or young person?**  When will the placement plan and the care plan be available for the foster carers? Please give a date.  If the placement plan is not available, what are some of the important day-to-day routines for this child or young person and is there anything which will help them feel more at home, like a night light or a special toy? |
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| **What about school arrangements?**  Name of school. Transport? Equipment needed for particular lessons? School-home diary? Uniform? Money for lunch? Friends? After school groups? |
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| **What arrangements about health?**  Name of GP, Dentist, Optician.  Initial health assessment date and arrangements. Any appointments coming up?  Any allergies or food intolerances? |
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| **What arrangements about family time?**  How will the child arrive and leave family time? How often? What support will foster carers give? Is there anyone the child may not see?  Are there any particular friends the child might want to see or play with? |
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| **What interests and hobbies does the child or young person currently enjoy?**  How will these continue? Any special equipment, uniform or subs?  Are there any new things which the child would like an opportunity to try?  What about pocket money? What about using the internet, the phone and gaming? |
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| **Any particular behaviours which may be a response to the difficulties the child has experienced which the foster carer needs to know about?**  This is not to label the child but to make sure the foster carer knows how to respond to keep the child and the whole household safe. Will observing alcohol in the foster carers’ home be a difficult trigger for this child or young person? |
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| **Risk assessment**  Risks a child may experience from others  Risks a child may experience from themselves  Risks a child might pose to others  Keeping the whole fostering family safe |
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| **Delegated authority**  Has the birth parent given informed consent to the Local Authority?  Is it clear exactly what the foster carers have delegated to them?  Is a signed copy available for the meeting? If not, when will this be given to the foster carers? |
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