

Department for Children, Adults and Health

**Foster Carers’ Recording Template**

**This record is the story of *(name of child or young person)*’s life with us *(name of foster carers).* We have written it to you for when you are ready to read it.**

Period of time recording covers:

Date of recording:

Name of the person who wrote the recording:

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| **Child or young person’s view**  *Was the child or young person involved in writing this recording? Have they seen it?* |
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| **Family life**  *Please write here some of the things you have done during the week, it might include the new skills a child has learned or a task they are remembering to do, such as lay the table or feed a pet, a favourite TV show or movie you watch together, any significant disagreements in the home and how they were resolved, something which made you all laugh.* |
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| **Health**  *Please record any trips to the doctor, dentist, optician or therapist. Record any minor first aid or medication given in the last week including name of medication , date and dosage given and reason why required. Please also record any health and developmental milestones, like first tooth or larger shoe size. Any serious health incidents should be recorded on the notifiable incident form and sent to the social worker immediately. If you are caring for a child who has specific medical requirements and you regularly administer medicine, please complete the medicine administration record, currently being compiled.* |
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| **Education**  *Please record any letters and messages to and from school, any absences and the reason including exclusions; school meetings, PEPs, Open Days, assemblies, concerts, sports events, educational achievements to celebrate, extra tuition and extra-curricular activities.* |
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| **Social development**  *Please record any significant friendships or any difficulties with friends such as bullying; dates and details of any visits to, or from, friends including overnight stays, and any hobbies, clubs or activities the child particularly enjoys.* |
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| **Family Time**  *Please write about the dates and details of family time – who was it with, where it happened, how it went, the child’s reaction both before and after, as well as their reaction if family time did not go ahead.* |
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| **Contact with professionals and others**  *Please record* any t*imes when alternative carers have been looking after the child e.g. babysitters,*  *visits and contact with social worker, supervising social worker and other professionals. Please also record any requests for help or support to care for this child or when reporting information to others about them.* |
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| **Behaviour**  *Any behaviour that is unusual or causes concern as well as any behaviour which might be celebrated with the child, any evidence of behaviour which could be attributed to trauma or distress, any behavioural interventions that have had a positive outcome and any sanctions or consequences imposed. Any serious incidents, perhaps if the young person went missing or the police were called, should be recorded on the notifiable incident form and sent to the social worker immediately.*  *What does the carer think that this behaviour says about how a child is feeling?* |
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| **Finances**  *Please comment on how the child has spent pocket money this week or any large amounts of money spent on the child, please remember to keep the receipts for large purchases.* |
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| **Summary**  *Please remember to write about what is going well and what you or the child are worried about. What do you think should happen next?* |
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