

**County Fostering Service**

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| LADO Team Phase 4  Kroner House  Eurogate Business Park  Ashford  Kent TN24 8XU  Email to: [kentchildrenslado@kent.gov.uk](mailto:kentchildrenslado@kent.gov.uk) |  | |
|  | Ask for: |  |
|  | Our ref: |  |
|  | Date: |  |

Dear Sir/Madam

**Re: (Relief Carer Names):**

**(Relief Carers D.O.B):**

**(Relief Carer(s) name)** has/have offered to look after foster children as a Relief Carer for their family member / friend (who is an approved Foster Carer with Kent Fostering Service). They will look after children in care for short periods of time not likely to exceed 14 nights to allow the Foster Carer(s) to have a short break with the least disruption to the child or young person.

I would be grateful to know, in confidence, whether you have any adverse information in your records which would render XXXXXXunsuitable to look after children in care.

I enclose a copy of his/her statutory check form (SS472) showing his/her authorisation. I would ask that you email your response to **(Fostering Team Admin inbox)**

Yours faithfully

**(Name of SW}**

**Fostering Social Worker / Senior Practitioner**

**Fostering Team**

Enc: Form SS472