**Permanence Paperwork to go to Permanence Panel**

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| **Name of Carer(s):** |  |
| **Mosaic No:** |  |
| **Fostering Social Worker:** |  |
| **Team Manager:** |  |
| **Date of last review:** |  |
| **Panel Date:** |  |
| **Fostering Reviewing Officer:** |  |

**Documents to circulate to Panel:**

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|  | **Date Checked by FSW** | **Date Checked by Manager** | **Date Checked by Panel Adviser** | **Added to Share file.** |
| **Date Required**  **(These are the deadlines by which actions and documents must be completed at the latest)** | **To be with Team Managers by:** | **Panel date -22:** | **Panel date – 15:** | **Panel Date – 8:** |
| QARO Form |  |  |  |  |
| Supervising Social Worker’s Report |  |  |  |  |
| Child’s Permanence Plan |  |  |  |  |
| Child’s Permanence Planning Meeting |  |  |  |  |
| Child’s Long Term Fostering Report |  |  |  |  |
| Child’s Matching Report for Long Term Fostering |  |  |  |  |
| Fostered Young Person’s Comments or Fostered Child’s Comments |  |  |  |  |
| Sons and Daughter’s (Child) Comments |  |  |  |  |
| Foster Carer Training Record |  |  |  |  |
| Delegated Authority Agreement Record |  |  |  |  |
| For IFA:  Part B of the Form F |  |  |  |  |
| Date checklist completed and Zip file of documents sent to each stage checker  **Must** be CC’d to fostering Panel Admin each stage | Date to TM:  CC’d Panel admin | Date to Panel Advisor:  CC’d Panel admin | Date to Panel Admin identified as final documents for panel: | Date uploaded: |

**FSW (fostering social worker) & CSW (child’s social worker)**

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| Notes: |