**Private Fostering Workflow**

**Allocated Social Worker Private Fostering Team**

Conduct Regulation 8 visits - 6 weekly in the first year of PF arrangement and 12 weekly from the second year onwards until child / young person reaches 16 or 18 if disabled.

Private Fostering Arrangement to be reviewed through six monthly Private Fostering Panel Process.

PF Team will contact birth parents/ Persons with Parental Responsibility if resident overseas and seek their views on PR and immigration matters.

Support and advise to PF carers to formalize Parental Responsibility with CAO and SGO applications.

**Allocated Social Worker RRT**

**Providing further statutory services to the family transferring to relevant statutory service**

(See Assessment workflow)

The Private Fostering Practice Lead must recommend a decision based on the assessment about the suitability of the Private Fostering Arrangement and forward to the relevant Service Manager. If ratified, transfer to PF Team no later than 10 days form end of assessment.

**Allocated Social Worker RRT**

**Private Fostering Team to be included in 25-day review during Child and Family Assessment**

**Assessment to include:**

* Child’s country / place of birth or date child came to the UK (if applicable) and date private fostering arrangement started.
* Reasons and intended duration of the private fostering arrangement to be understood and documentation from parents or persons with parental responsibility to be obtained.
* Are there concerns about the child / young person being trafficked, modern slavery concerns or abandoned?
* Are there concerns about the child /young person being brought into the UK with a view to ‘adoption’ and inter country adoption procedures have not been complied with.
* Child/Young Persons immigration status to be determined.
* DBS to be initiated on all adults residing within the household.
* Assess suitability of accommodation/sleeping arrangements.
* Details of financial arrangements.
* Contact arrangement with birth parents/ person with PR/ family members to be ascertained
* Agency checks to be completed: Health, Education, Home Office and other involved agencies and reports to be obtained
* Support and guidance available from the Private Fostering Team.

**Private Fostering Team**

Arrange joint visit with the allocated social worker to support and guide Child and Family Assessment. Advice to be provided on Private Fostering regulation and Local Authority regulatory requirements.

*Assessment completed and shared with the family and recorded on AzeusCare* ***no later than 45 days of receipt of referral.***

*Visit to child within 10 working days of child moving in.*

*Visit to carer within 10 working days of Date of Notification*

*Assessment reviewed with Private Fostering Team within 25 working days from date of notification*

*Joint visit to child within 5 working days of confirmation of Private Fostering Arrangement*

*Practice Lead to authorise assessment no later than 40 days.*

**Documents to be obtained during Single Assessment:**

* Child Birth certificate
* Copies of passport
* Parental consent/ Legal Affidavit agreeing to PF Arrangement
* Documents confirming “close relative" relationships
* Home office decision letter

If the Private fostering Arrangement ceases for at least 27 days (e.g. for child to live with their parents during the 6 weeks holiday), the Private Fostering Case would need to be closed and reopened if the arrangement was to recommence. For intervals of less than 27 days, the Private Fostering case can stay open.

**Allocated Social Worker RRT**

Social worker visits the carer and child to **confirm Private Fostering Arrangement**. This is the Reg. 4 Visit (if before the arrangement started) or Reg. 7 Visit if the arrangement has started.

* Visit the accommodation where the child is being cared for;
* Speak with the private foster carer and all members of the household;
* Speak to the child alone where appropriate and determine their wishes and feelings/understanding;
* Where practicable, visit the child/s parents, or other person with parental

responsibility for the child;

* Confirm the intended duration of the private fostering arrangement with the private foster carer, the child/s parents or any other person with parental responsibility.

**Assessment/Intervention Team**

If they decide that this is a Private Fostering arrangement, notification sent to Private Fostering Team and Child and Family Assessment opened on AzeusCare

This is the **Date of Notification**

**Rapid Response Team**

Notification sent to Private Fostering Team of private Fostering Arrangement and Child and Family Assessment opened on AzeusCare.

**MASH**

If safeguarding concerns identified and threshold is met, notification to RRT for Child and Family Assessment.

**Assessment/Intervention Team**

Social Worker receives the new information, has discussion with Practice Lead and decides whether this is Private Fostering

**Existing Open Case**

New information received on an open case (Child in Need or Child Protection) of a planned or existing Private Fostering Arrangement

**New Notification of Private Fostering**

New Notification Received by MASH of a planned or existing Private Fostering Arrangement.

MASH undertake initial required tasks