**West Sussex – Practice Guidance**

IROs are qualified social workers with at least five years’ experience, and who have acquired the right skills to carry out this role.

**Checklist for Social Workers Completing Viability Assessments**

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| **Area to consider** | **DATE COMPLETED** |
| DBS/PNC check for every adult (16 years and above) living within the household. Details of any criminal offences of which they have been convicted or in respect of which they have been cautioned |  |
| Proof of identity seen for every adult living within the household |  |
| If one or both applicants have lived outside of the UK during their adult life, application will need to be made for a Certificate of Good Conduct / Police Check |  |
| S20 Consent or ICO in place for child to be CLA |  |
| Assessment of the quality of relationship between the child and the proposed carer(s) |  |
| What is their motivation - Did they come forward willingly or did we have to persuade them? |  |
| Is there sufficient / appropriate space in the house for the child and their belongings and any other resources or equipment the child may need? |  |
| Smoking is not acceptable if the child is under 5 years of age – they need to demonstrate their commitment to stop smoking |  |
| Age of the prospective carers should be considered carefully in respect of a particular child |  |
| Do they have sufficient practical support? |  |
| Are there any financial constraints or debts? |  |
| Are there any medical or health issues– are the carers on any medication, if so what is this prescribed for? |  |
| Are there any issues past or present of domestic violence, substance misuse or mental health problems? |  |
| Are the carers able to provide safe and adequate care, willing to work with the Care Plan and any proposed Contact arrangements? |  |
| Did the applicants know about the risks to the child and take steps to protect the child? |  |
| Are they able to promote child’s learning and development? |  |
| Agree to and understand the need for full fostering assessment |  |
| Is there any history of safeguarding concerns with their own children? |  |
| Can they demonstrate that they understand the needs of the child/ren and are able to meet them? |  |

If you have any queries then please do not hesitate to contact the duty worker in one of the fostering teams:

FTS 1 Duty Tel: 0330 222 2855 or Ext 22855

Email – [fosteringsouth1duty@westsussex.gov.uk](mailto:fosteringsouth1duty@westsussex.gov.uk)

FTS 2 Duty: 03302228885 Email – [fosteringsouth2duty@westsussex.gov.uk](mailto:fosteringsouth2duty@westsussex.gov.uk)

Fostering North Duty: Duty 0330 222 7776 Email: [FosteringNorthDuty@westsussex.gov.uk](mailto:FosteringNorthDuty@westsussex.gov.uk)