|  |  |
| --- | --- |
|  | Supporting FamiliesTel 020 7364 1246Fax 020 7364 1246www.towerhamlets.gov.uk |

10 July 2023

**Re: Your Application to Foster for Tower Hamlets**

Dear,

Further to your enquiry regarding your interest in fostering for Tower Hamlets and initial assessment, I am pleased to confirm that we have decided to proceed with your interest to become a foster carer for the London Borough of Tower Hamlets.

Please find enclosed the application form for you to complete. I would appreciate if you could complete and sign the application form and then return it by email as soon as possible, as we are unable to start the assessment until we receive it. In particular, please ensure that you include the addresses of your local authority departments. Should you require any clarifications about this form, feel free to contact the Fostering Recruitment & Assessment Team Manager on, 020 7364 - 1246, between 9 AM to 5 PM, Monday to Friday.

Once you’ve returned your application back to your allocated worker, ……………, they can begin the assessment. We aim to complete the assessment process within 6 months, unless any issues arise that makes this not possible.

Fostering assessments take place in two stages now, in line with the Fostering Regulations.

STAGE 1

During this Stage, we undertake checks on you and these include: DBS; Health (via an assessment with your GP); your local authority; employers; housing association and schools attended by your children as well as any relevant professionals who know you. It will speed up the process, if you’re able to provide a named person and email addresses for schools and other organisations.

As part of the assessment, you will be required to attend ‘Skills to Foster’ workshop, held virtually or in-person, over 2-3 days, on the …………………... This workshop informs part of the assessment at Stage 1, and it is essential that you attend both days.

At the end of this stage, you will receive a letter informing you whether we intend to proceed with your application. During Stage 1, the Tower Hamlets Agency Decision Maker, who is a senior manager with considerable experience in children’s social work, can decide not to proceed but would have to put this in writing to you within 10 days of receiving all the information back from Stage 1. You would have no right to a review.

Tower Hamlets Fostering begins stage 2 concurrently with stage 1 which offers more time for the home study.

STAGE 2 – Home study assessment

You have the right to a review of the process if you are unhappy about how we deal with Stage 2 or if we decide to end the assessment due to any concerns arising in Stage 2. This gives you the right to access what is called the Independent Review Mechanism (IRM).

FOSTERING PANEL

If all goes well with Stages 1 and 2, your case will be presented to our Fostering Panel which has an independent Chairperson. A full report will be completed based on the assessment and sent to the panel members. You have a right to read the report before hand and contribute to it or request factual changes to be made. You also have the right and are expected to attend the panel. The panel will make a recommendation, but once again, it is only the Agency Decision Maker who can ratify the decision and approve your registration as a foster carer for Tower Hamlets.

I hope this makes the process clearer but please contact me if you have any queries. My best wishes to you in the process.

Yours Sincerely,

Paula Lyttle

Team Manager

Tower Hamlets Fostering Recruitment & Assessment Team

Email: paula.lyttle@towerhamlets.gov.uk

Tel: 07958 - 170886