

# Kinship Care Assessment (Form K) England – Support Plan

This is an essential and required component of Form K and must be completed as part of the assessment and submitted to either the fostering panel or the court.

The support plan should be completed as an interim support plan, if decisions are still being made about a child's future. It should then be updated when a final care plan has been agreed. It should also be used to review support needs post-approval or the granting of a special guardianship order.

## Kinship fostering support plan

## Interim special guardianship support plan

## Special guardianship support plan

## Kinship support plan

**(Delete above as applicable)**

<b>Date of completion:</b>	
<b>Name of Child:</b>	
<b>Name of Kinship Carer:</b>	
<b>Address:</b>	
<b>Contact Details:</b>	
<b>Local Authority Area:</b>	

The support plan draws on support needs identified throughout the assessment.

## SP1) Universal/general support available

Detail below all universal or general support that will be available to the kinship family.

- This needs to include details of the local authority's kinship local offer as well as national training, support and advice.
- This could include support groups, training, kinship support services as well as broader parenting and early help support. Include contact details of how to access as well as any relevant eligibility criteria.

**Please delete as required.**

### **CONNECTED CARERS:**

*Connected carers are significant people in a 'child in care's' life who have been given the responsibility of looking after them on a day to day basis under a Care Order (Children Act 1989). Connected Carers do not have Parental responsibility, this remains shared between the Local Authority (LA) and birth parents. Where it is agreed by the Local Authority and parents, Connected Carers are able to make certain decisions in the relation to the day to day care of the children in their care.*

Upon approval as a Connected Carer after attending Swindon Foster Panel, you will be supported by the Support & Supervision Pod in the Fostering Team.

As a Connected Carer you will attend ongoing training, have a Supervising Social Worker, receive a Fostering allowance, need to complete daily records and meet the National Minimum Standards for Fostering.

The Duty number is 01793 465700.

Some Connected Carers may progress to Special Guardianship.

### **SPECIAL GUARDIANSHIP:**

*Special Guardian is an adult that cares for a child under a Special Guardianship Order (SGO). They also share parental responsibility with birth parents and are responsible for making day to day decisions in the child's best interests.*

### **TEAM RESPONSIBLE FOR CO-ORDINATING, MONITORING AND REVIEWING THE SUPPORT PLAN:**

**Name: Special Guardian Support Service – Fostering Team**

**Agency: Swindon Borough Council**

**Address: Civic Offices, Euclid Street, Swindon SN1 2JH**

**Telephone: 01793 465700**

**Duty number available 8.30am – 5:00pm Monday to Thursday 8.30 – 4:00pm Friday**

*To note for Special Guardians resident outside of Swindon- SGO support will remain the responsibility of Swindon Borough Council for three years post the SGO being granted. After three years, the responsibility for SGO support (other than financial support) will rest with the home Local Authority.*

Special Guardianship Support is provided through Swindon Fostering Team, the Special Guardianship Support Team. This support comprises of Direct therapeutic support for the child or young person, Access to SGO support groups, Access to SGO targeted training programmes, Financial Advice, Support for relationships with birth families through Family Group Conference & mediation, Targeted consultations to carers with an experienced social worker and General advice regarding a Special Guardianship Order. As detailed above, the team can be contacted on 01793 465700.

At the point the Special Guardianship Order is granted, a signed copy of this support plan will be shared with the Special Guardianship Support Team. The contact details are included at the start of this support plan. Are you happy to opt in to be part of the Special Guardianship Support Team mailing list? Your details will be provided to the Special Guardianship Support Team to be included in the information and mailing list.

☐

Please tick to confirm you wish to opt into this communication

**To be added to all plans regardless of type.**

**National support organisations:**

#### **Kinship**

Advice and support for grandparents on issues or residence, childcare, welfare bene-fits, contact with grandchildren and many other issues.

Advice and support for any other kinship carer caring full-time for a child.

[www.kinship.org.uk](http://www.kinship.org.uk)

#### **Family Rights Group (0808 801 0366)**

A national charity that advises families whose children are involved with or need children's services because of welfare needs or concerns. They have lots of useful leaflets, an online forum, and provide a confidential advice service for parents and family and friends carers.

[www.frg.org.uk](http://www.frg.org.uk)

## **SP2) The child: identity**

**Refer to assessment information and analysis from Part 1f and Part 2f**

<b>What are the child's identity needs?</b> <ul style="list-style-type: none"> <li>• Include ethnicity, culture, religion, gender, sexual orientation, language and disability. Consider legal status, immigration and passport</li> </ul>	<b>How are these being supported currently?</b> <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>
<b>How are these likely to change in the future?</b>	<b>What support might be needed in the future?</b> <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>

### SP3) The child: social, emotional and behavioural

#### Refer to information from Part 1f and Part 2f

What are the child's social, emotional and behavioural needs? <ul style="list-style-type: none"> <li>• Include therapy, eligibility for Adoption and Special Guardianship Support Fund (ASGSF), life story work and universal wellbeing services</li> </ul>	How are these being supported currently? <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>
How are these likely to change in the future?	What support might be needed in the future? <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>

### SP4) The child: health

#### Refer to information from Part 1f and Part 2f

What are the developmental, physical and mental health needs of the child? <ul style="list-style-type: none"> <li>• Include access to services, child's Health Record, immunisations and appointments</li> </ul>	How are these being supported currently? <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>
How are these likely to change in the future?	What support might be needed in the future? <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>


## SP5) The child: education

### Refer to information from Part 1f and Part 2f

<p>What are the child's educational needs?</p> <ul style="list-style-type: none"> <li>• Include key educational contacts, school admissions, Personal Education Plan (PEP), Education, Health and Care Plan (EHCP), and review dates</li> </ul>	<p>How are these being supported currently?</p> <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>
<p>How are these likely to change in the future?</p>	<p>What support might be needed in the future?</p> <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>
	<p><i>Statement to be used where applicable-As a former looked after child and as a child who will be cared for under a Special Guardianship order, (child's name) will be entitled to nursery funding from the age of 9 months old. The link below provides further information regarding this.</i></p> <p><u><a href="#">New expanded entitlements   Entitlement to early education funding   Swindon Borough Council</a></u></p>
	<p><i>Statement to be used where applicable-As a former looked after child and as a child who will be cared for under a Special Guardianship order, (child's name) will be entitled to the support of Pupil Premium Plus within school and access to priority school places as a previous Child Looked After at the time of the Special Guardianship Order being granted. The Special Guardian will have responsibility to apply for access to this support for (child's name), as well as being</i></p>

	<p><i>responsible for liaising with his educational provisions to discuss the use of Pupil Premium Plus for the child. The Child's school are responsible for applying for the associated Pupil Premium funding. The Special Guardianship Order Support Team can provide support regarding transitions and changes in school provisions, to ensure that children transfer school with their Pupil Premium entitlement.</i></p> <p><i>(Pupil Premium Plus funding &amp; Virtual School support may be accessed if the child or young person in your care is struggling with attendance, learning or keeping up with peers). The link below provides further information regarding this.</i></p> <p><i><a href="https://www.gov.uk/government/publications/pupil-premium/pupil-premium">https://www.gov.uk/government/publications/pupil-premium/pupil-premium</a></i></p>
	<p><i>The Special Guardians (name) will need to take responsibility to ensure that transport for the child to school daily is arranged.</i></p> <p><i>The Special Guardians (name) will also be responsible for supporting (child's name) with daily educational needs and learning, including attending parent's evenings and other school related events.</i></p>

## SP6) The child: maintaining connections/contact and family relationships

**Refer to information from Part 1f, Part 2f and Part 2g**

<p>What are the child's needs?</p> <ul style="list-style-type: none"> <li>• Include current contact/family time arrangements, review process, and be specific about practical and emotional support needed</li> </ul>	<p>How are these being supported currently?</p> <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>
<p>How are these likely to change in the future?</p>	<p>What support might be needed in the future?</p> <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>


### **Delete if not applicable i.e. Connected Carer**

*After a Special Guardianship order has been granted, it will become the sole responsibility of the Special Guardian to arrange and facilitate contact between the child, birth parents and identified wider family, such as: siblings. Under a Special Guardians Order, the special Guardian would be able to adjust, extend or shorten family time in order to meet the child's needs. In some instances, the court may have directed a specific contact plan that the Special Guardian would need to adhere too.*

*There is an expectation that the Special Guardian promote contact with the child and identified key adults as per the contact plan agreed. Should the Special Guardian identify concern regarding the level or manner of contact, and is causing the child harm or distress, the Special Guardians are within their rights to determine such contact providing they are able to justify the reasoning behind this.*

*If the Special Guardians identify the need for supervised contact both now or in the future, there are local centres which could provide support and facilities for supervised contact. It is important to note that a fee may be payable to the services. <https://www.swindonfamilycontactcentre.org/>- Gorse Hill Church, Swindon. <https://www.childrenscontactservices.com/contact/> Milton Road, Swindon.*

## **SP7) Safety**

### **Refer to information from Part 1f and Part 2f**

<b>What are the child's safety needs?</b> <ul style="list-style-type: none"> <li>• Include digital safety, promoting safe choices and awareness of risk</li> </ul>	<b>How are these being supported currently?</b> <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>
<b>How are these likely to change in the future?</b>	<b>What support might be needed in the future?</b> <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>




## SP8) The carer/s: family and environmental factors

Refer to information from Part 2h, Part 2i, Part 2j and Part 2k

<p>What are the carer/s' family and environmental support needs?</p> <ul style="list-style-type: none"> <li>• Include finance, benefits, health, housing, employment, support network and contingency plans</li> </ul>	<p>How are these being supported currently?</p> <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>
	<p><i>A means-tested financial assessment was completed in respect of (applicant's name) which concluded based on his/her/their current finances that his/her/they would be entitled to receive (total amount) per week in relation to (child's name)</i></p> <p><i>If (applicant's name) is granted the SGO in respect of (children's names), (applicant's name) will need to complete the appropriate applications for any benefit entitlement. The amount of child benefit (the applicant) would receive may be deducted from the means assessment. Upon receipt of any other child benefit entitlement, such as child support element of Universal Credit, (applicant's name) has a responsibility to notify the Local Authority finance team within 3 months in order for them to make any necessary adjustments and/or deductions and prevent any overpayment of the allowance.</i></p> <p><i>Please be advised that any financial support paid to Special Guardians under the regulations cannot duplicate (or be a substitute for) any payment a Special Guardian may be entitled to from any other source.</i></p>
	<p><i>If the carers were Connected Carers at the time the Special Guardianship order was granted, include the below paragraph;</i></p> <p><i>Regulation 7 (C.A 1989 S.G Regulations 2005) make specific provision in regard to financial provision for Special Guardians who were formally foster carers for a child or young person. The general principle underpinning the regulations is that financial support should not include any element of remuneration but former foster carers are exempted from this for a period of up to two years. In exceptional circumstances such an element may continue beyond 2 years.</i></p> <p><i>In recognition of this (the applicants) will continue to receive the basic foster allowance of (fostering</i></p>

	<p><i>allowance rate) for a period of two years following the granting of the Special Guardianship Order, this may be minus child benefit. The carers are required to notify the SGO finance department of any benefit entitlement within three months of the Order being made to avoid an overpayment being made.</i></p> <p><i>Following the two year protected period, a financial review will take place and the above means tested figure has been included to give (the applicants) an understanding of what they may receive at that time should their circumstances remain the same"</i></p>
How are these likely to change in the future?	<p>What support might be needed in the future?</p> <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>

**Delete if not applicable i.e. Connected Carer**

## FINANCIAL SUPPORT

"Financial support in the form of a Special Guardianship Allowance is discretionary and means-tested, although carer/s will be able to claim Child Benefit and Child Support element of Universal Credit/ Child Tax Credit, if applicable. Support is more likely to be provided if a child was previously 'looked after' by the local authority. In making decisions about whether financial support is payable, Swindon will apply the Special Guardianship Regulations 2005 (as amended by the Special Guardianship (Amendment) Regulations 2016) and the associated Guidance.

The criteria for providing financial support are set out in Regulation 6 (1) of the Special Guardianship Regulations.

In deciding whether to exercise its discretion to provide financial support, Swindon will consider prospective Guardians' financial circumstances.

The following is the link to online benefit calculators that the Special Guardian can use to explore any additional benefits they may be entitled too- <https://www.gov.uk/benefits-calculators>.

Allowances are reviewed annually to determine whether there is an ongoing eligibility to receive an allowance. The Special Guardian will be invited to submit a new financial declaration at the relevant time. However, if the financial,

family or household circumstances change, OR if the above named child has a change in circumstances or ceases to reside with the Special Guardian, they must notify Swindon Borough Council immediately without waiting for the yearly review. This is a legal requirement.

Any overpayment of allowances that occur due to lack of information from the Special Guardian will need to be paid back to the Council so the Special Guardian must notify Finance ([SGOFinance@swindon.gov.uk](mailto:SGOFinance@swindon.gov.uk)) of any changes to their circumstances.

Should the child or young person leave the Special Guardians care at any point, the Local Authority must be notified by the Special Guardian to enable financial support to cease and avoid overpayment of such finance.

### SP9) The carer/s: family relationships

**Refer to information from Part 2f and Part 2g**

What are the carer/s' family relationship support needs? <ul style="list-style-type: none"> <li>• Include possibility of family group meetings, mediation or family therapy</li> </ul>	How are these being supported currently? <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>
How are these likely to change in the future?	What support might be needed in the future? <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>

### SP10) The carer/s: parenting capacity

**Refer to information from Part 1f, Part 2a, Part 2b, Part 2c and Part 2d**

What are the carer/s' parenting support needs? <ul style="list-style-type: none"> <li>• Include therapeutic parenting and eligibility for ASGSF</li> </ul>	How are these being supported currently? <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>

How are these likely to change in the future?	What support might be needed in the future? <ul style="list-style-type: none"> <li>• Include WHO, WHAT, WHEN and contact details</li> </ul>

**Delete if not applicable i.e. Connected Carer**

### **Testimonial Guardian**

Is there a testimonial guardian/s for the child/young person? Who are the testimonial guardian/s? Has this been formalised? Is there a will in place covering the child/young person?

*Note: As a Special Guardian, consideration will need to be given to who would be able to care for the child in the event of ill health or death of the Special Guardian. This is known as 'Testamentary Guardianship' or identifying an 'Appointee' and refers to the process whereby a guardian is appointed for a child by someone in the event of their death. Once this takes effect, they will have the responsibilities and duties towards the child akin to that of a parent. The process for appointing a "Testamentary Guardian" or "Appointee" and the rights of such are governed by Section 5 Children Act 1989. A Testamentary Guardian may be appointed by the court or privately by a person who already has parental responsibility for the child, including carers who have a Special Guardianship Order enabling them to appoint a guardian in the event of their death even if the child's parents are alive. A person can be appointed as a guardian either by a will, or in writing if the document is signed by the person making the appointment. You do not have to make an appointment in a will. It can also be made informally if it is in writing, dated and signed by the testator (the legal guardian). If no guardian is appointed, then the decision about who becomes a legal guardian to the child will be left to the courts. The Testamentary Guardian appointment takes effect when the special guardian dies and there is no other surviving Special Guardian. This applies even if there is a parent with parental responsibility still living.*

Is there a testimonial guardian/s for the child/young person?	Who are the testimonial guardian/s? Has this been formalised?	Is there a will in place covering the child/young person?


If the carer/s lives in a different local authority, what is the transfer protocol?

How can the carer/s request more support in the future?

**The carers can at any point request an update to their Support Plan and review of need. This can be done by contacting the Supervising Social Worker (Connected Carers) or Special Guardianship Support Service (SGO Carers) on 01793 465700.**

**Delete if not applicable i.e. Connected Carer**

**It is also important to note:**

#### **SUPPORT FOR CHILDREN POST-16**

A child who is cared for under a Special Guardianship order is considered a 'Qualifying child'. Qualifying children are young people who:

- Were accommodated, in a variety of other settings, for example residential education, or mental/health provision or private fostering or Special Guardianship.

Children who were looked after by a local authority immediately before the making of a Special Guardianship order may qualify for advice and assistance under the 1989 Act.

Section 24(1A) of the 1989 Act provides that the child must:

- have reached the age of 16, but not the age of 21;
- if less than 18 years old, have a Special Guardianship order in force;
- if 18 years old or above, have had a Special Guardianship order in force when they reached that age; and
- have been looked after by a local authority immediately before the making of the Special Guardianship order.

At the age of 16, a young person who was looked after prior to the making of a Special Guardianship Order becomes eligible for the provisions of the Leaving Care Act, as a 'Qualifying Person'. This entitles

them to on-going advice and assistance, up to the age of 24 in some cases. The Special Guardian should support the young person to make contact with the Leaving Care Service for the relevant Local Authority. Services for Qualifying young people will be determined by an assessment of need carried out by the Leaving Care Team. The website below provides information for care leavers in Swindon.

<https://localoffer.swindon.gov.uk/careleavers>

Who is responsible for reviewing the plan?

Name:	Special Guardianship Support Service	Role:	Post-Order support
Date of review:	Will be offered 12 months from the granting of the SGO.		

## Signatures

Who is responsible for completing the plan? Include name, role and signature.

Social worker name:		Role:	
Signature:		Date:	
Social worker name: (if applicable)		Role:	
Signature:		Date:	
Manager name:		Role:	
Signature:		Date:	
Carer/s name/s:		Date/s discussed with carer/s:	
Carer/s signature/s:		Date of signature/s:	

## Authorisation

Who is responsible for authorising the plan? Include name, role and signature.

Name:		Role:	Service Manager for
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			Corporate Parenting
Signature:		Date:	