One Adoption West Yorkshire/Local Authority

Address

Contact Details

Date

Special Guardian Details

Address

Reference (***Add Name of Child/Young Person and Date of Birth***)

Dear Special Guardian,

Please find enclosed the Special Guardianship Support Plan for ***Add Name***.

The Special Guardianship Support Plan enclosed was produced and agreed a year ago and therefore requires reviewing. If there have been no changes in the needs, support and services being provided to ***Add Name,*** the Support Plan can be signed, dated and returned and will constitute a review and update of the arrangements for supporting ***Add Name***.

If there have been changes in the circumstances, support provided or the needs of ***Add Name***, then the Support Plan can be updated and adjusted accordingly. To arrange a more detailed update of the Support Plan please contact ***Add Details***.

Yours Sincerely