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# Torbay Fostering Service

# Assessment for a friend or family member of a registered foster carer to be a ‘back up’ carer

**1.0 Introduction**

* 1. This guidance is to be used when assessing a friend or family member of a

registered foster carer to care for the children in placement with the foster carer for a short period of time ( up to 2 weeks maximum in any one episode).

This document contains guidance and the assessment form itself.

1.2 Please note this assessment is not used to assess applicants who wish to become registered foster carers.

1. **Guidance**
   1. This assessment follows the guidance within Volume 4 Guidance for Fostering services (2011) within which it states:

*3.23 There is no requirement that where a looked after child visits or spends a holiday with their foster carer’s friends or relative that the individual must be approved as a local authority foster carer, as the child will remain formally placed with their usual foster carers.*

* 1. The aim is to ensure that an appropriate assessment is carried out to consider the suitability of the proposed arrangement and identifies any risks.
  2. This assessment must be carried out prior to a child/children being cared for overnight (outside of the babysitting and respite policy.)
  3. Usually this form will be used when foster carers are going on holiday or away for a short break and a member of the household or family takes over the care of the child for a short period of time.
  4. The Fostering Supervising/Support social worker should discuss and agree the proposed arrangements with the child’s social worker as part of a joint visit before starting the assessment.
  5. Agreement must be sought from the respective Child Care Team and Fostering Team Managers to progress to assessment. This assessment is not presented to foster panel.
  6. Details for placement planning should be included into the assessment as well as a safer caring plan being completed for each child as part of the process.
  7. The completed assessment, with the supporting information outlined above, should be sent to the Fostering Service Team Manager for agreement, who will then send to the Child’s social worker and Team Manager.

Once agreed, the child’s social worker Team Manger will see approval from the child’s Head of Service.

* 1. Once this has been agreed, the Back up carer agreement must be completed.
  2. Please see flow chart in appendix 1 for the overall process.

1. **Forms**
   1. The back up carer assessment template can be found in .......................
   2. The back up carer agreement can be found. ........................

# Appendix 1

# Flow chart for back up carer assessment

Request to fostering social worker from foster carer for a friend of family member to be a back up carer to care for the child/ren in placement with them

Fostering social worker discusses with child’s social worker to seek agreement to assess. This must be recorded in PARIS and notified to child care and fostering managers

Fostering social worker carries out visit to back up carer to gather information for assessment. This can be a joint visit with the child/ren’s social worker.

Assessment completed by fostering social worker and shared with child’s social worker.

Assessment sent to fostering team manager for comment/agreement.

Assessment sent to child care team manager for comment/agreement.

Assessment sent to Child’s Head of Service for approval.