

THE FOSTERING SERVICES REGULATIONS 2011

FOSTER CARE/SUPPORTED LODGINGS AGREEMENT

A) Foster Care/Supported Lodgings Agreement

This agreement fulfils the requirements of the Fostering Services Regulations, 27 (5)(b). It covers the responsibilities and obligations of both Bracknell Forest Council Social Care Department, and all Foster/Supported Lodgings Carers who are approved by the Department.

B) Personal Development Plan

In accordance with the Fostering Standards 2011, we are required to include a Professional Development Plan, to be completed by yourselves within the first 6 weeks of approval.

1 Approval Details

Names:

- a) Category of Approval:
- b) Numbers approved for:
- c) Age range:
- d) Sex:
- e) Details of named children only:
- f) Any restrictions, conditions, or time limits?

Details of the Fostering Service Provider

Family Placement Team: **Bracknell Forest Council**

Address: **Time Square, Market Street, Bracknell, Berks, RG12 1JD**

Team Manager: **Sam Howard**

Social Worker:

Telephone Number: **01344 352020**

Date of Approval:

Part II

Obligations of Bracknell Forest Council Children's Social Care Department (referred to as the 'Department') and the Foster/Supported Lodgings Carers

1. Review

The Fostering Service Provider has to review the approval of each foster/supported lodgings carer. The reviews will take place not more than a year after approval and thereafter whenever the Fostering Service Provider considers it necessary, but at intervals of not more than a year.

When carrying out the review the Fostering Service Provider will a) make enquiries as to whether the foster/supported lodgings carer(s) and their household continue to be suitable to act as foster/supported lodgings carers b) take into account the views of:

- i) the foster carers and their household, including any children of the carers.
- ii) Any child placed with the carer – subject to age and understanding.
- iii) Any responsible authority which has placed a child with the carer over the previous review period.

A written report is completed which is seen and signed by the foster carer(s), supervising social worker, reviewing officer (if applicable), and team manager.

The Fostering Service Provider will refer the foster carers first review to Foster Panel and may do so on any subsequent review. This is most likely where there has been a change of approval or other significant change. Written confirmation will be provided of the review decision.

2. Support

a) Individual Support

This will be provided by the Family Placement Team supervising social worker, who will visit the Foster Carers regularly, and will liaise with the placing Social Worker (Care Managers) who provides support to the child in placement. Meetings with the social worker have a clear purpose and provide the opportunity to supervise foster carer's work. Foster care files include records of supervisory visits which are signed by the carer and the supervising social worker. Diaries and recording sheets will also be read and signed.

There are unannounced visits by a supervising social worker at least once per year.

Out of Hours support

In the event that a foster carer should require urgent social work support/advice outside usual office hours, he/she should contact the Emergency Duty Team.

b) Financial Support

Financial support is provided by the Department through the Foster Placement Allowance Scheme, details of which are provided separately.

c) Fostering Network Membership

All foster carers are made aware of their local Fostering network group where available, and payment of subscription to the Fostering Network is made by Bracknell Forest Council.

In line with GDPR, by signing this Agreement you are giving permission for your contact details (name, address and telephone number) to be given to both Fostering Network for membership purposes, and to the local foster care association who regularly keep in contact with BFC foster carers.

Please tick the box to indicate agreement to the above

3. Training

The Department will arrange training for all Foster Carers, according to their individual needs. This will be co-ordinated by the Supervising Social Worker, in order to promote the development of foster carers' skills and knowledge.

4. Placement Agreement

Before a child is placed with Foster Carers, a Placement Plan must be drawn up, involving the Carers, the parents and the Department. This will include factual information about the child, and agreements about areas of delegated responsibility. It must be signed by the Foster Carers, birth parents and a representative of the Department.

5. Insurance

It is the responsibility of all approved foster carers to inform their own Insurance Company of their fostering activities (for Building, Contents, and Car Insurance).

Information about any insurance cover provided by Bracknell Forest Council is detailed together with written details of the Foster Placement Allowance Scheme.

6. Representations/Complaints

All approved foster carers should be provided with a leaflet called "How can I complain?". These are available from the Social Worker. All foster carers have a right of complaint against a refusal to allow them to exceed the usual fostering limit.

7. Written Notification

All approved foster carers must inform the Department in writing of the following:

- a) change of address
- b) change of household composition
- c) any change in the carers' personal circumstances and any event which may affect their ability to foster.
- d) any other application involving the care of children including child- minding, adoption or private fostering.
- e) any involvement with this or any other Children's Service Department by any member of their family which becomes apparent after approval. It is assumed that any prior involvement will have been disclosed during the assessment process. (This ensures we do not try to place with you a related member of your family with a different name).

The written notification should be addressed to the Team Manager of the local Family Placement Team.

The Department will inform all foster carers, in writing, of any organisational changes which affect the carers or the placement.

8. Corporal Punishment

Foster carers must not administer corporal punishment to any child placed with them.

The term 'corporal punishment' means "any intentional applications of force as punishment including slapping, pinching, squeezing, shaking, throwing missiles and rough handling. It would also include punching or pushing in the heat of the moment in response to violence from young people. It does not prevent a person taking necessary physical action to avert immediate danger of injury to the child or another person or immediate danger to the property"

9. Confidentiality

All foster carers must ensure that any information relating to a child placed with them, to the child's family, or to any other person, which has been given to them in confidence in connection with a placement, is kept confidential, and is not disclosed to any person verbally or in writing without the written consent of the Fostering Service Provider. This information must be securely stored whilst with the foster carers, and returned to the Department at the end of the placement.

The Department undertakes to keep confidential and secure all records kept on foster carers.

10. Social Media

All foster carers must ensure that any social media sites they use for their personal use are secure to prevent anyone other than their 'friends' from viewing information on the site.

All foster carers must ensure that they do not post identifiable photographs or any other information about children looked after

11. Foster Placement Agreement

All foster carers must agree to comply with the terms of the Placement Plan of any child placed with them; to care for any child placed with them as if they were a member of the foster-carers family; and to promote their welfare, having regard to the responsible authority's long and short-term arrangements for the child.

12. Care of a child

All foster carers must agree to notify the responsible authority immediately of any serious illness of the child, or of any serious occurrence affecting the child.

All foster carers must actively encourage a child's knowledge and experience of his/her religious, cultural and linguistic background and ethnicity. And keep the Fostering Service Provider informed about the child's progress and notify them immediately of any significant events affecting the child.

All foster carers must comply with policies and procedures of the Fostering Service Provider in respect of the Protection of Children (reg 12) and Behaviour Management including absence from the foster carers home.

A list of tasks is attached which set out the responsibilities of the carer and any other significant workers in relation to the care for the child in placement and should be adhered to.

13. Ofsted

To co-operate as reasonably required with Ofsted and in particular to allow a person authorised by Ofsted to interview them and visit their home at any reasonable time.

14. Child's Progress

To keep the Fostering Service Provider informed about the child's progress and to notify immediately of any significant events affecting the child.

15. Termination of Placement

The Fostering Service and foster carers must comply with Regulation 14, The Children Act 1989 (Care Planning, Placement and Case Review 2010⁴). This means that where the responsible authority judges that continuation of a placement with a

particular foster carer would be detrimental to the welfare of the child, the foster carer must allow the authority to remove the child forthwith.

The Fostering Service must give notice in writing of its intention to terminate a placement, or where this is not reasonably practicable, provide reasons in writing within 10 working days of the placement ending.

16. Ending the Agreement

The agreement can come to an end either because the foster carer decides to cease fostering or because the Department decides that the foster carers are no longer suitable. In either case discussion should first take place between the carers and the social worker, and then notice must be given in writing. A resignation letter is also required should a foster carer wish to transfer their approval to another agency.

17. Movement of Carers between Agencies

Foster carers may only be approved by one agency at any one time. Carers may not join another Fostering Service Provider whilst there are children in placement unless a clear written agreement has been drawn up about the continuation of such a placement. Such an agreement must be acceptable to both the child's placing agency and the current Fostering Service Provider (if different).

18. Commitment to Training and Development.

The foster carers must agree to attend meetings and/or training sessions as may be required, and to work within the parameters of Bracknell's practice.

19. Address of Ofsted

Ofsted
National Business Unit
Piccadilly Gate
Store Street
Manchester
M1 2WD

Tel: 03001 231231

Signed

Designation....FPT Assistant Team Manager.....
for Bracknell Forest Council Family Placement Service

Date

Signed (Foster Carers)

.....

Date

B) Your Personal Development Plan (PDP) for the year – *(to be completed within the first 6 weeks of approval)*

To keep up with changing expectations within fostering and Government initiatives we all need to regularly review our competences, **knowledge**, skills and attitudes as set against the Standards. This section looks at what learning and development you need for the role. The PDP looks at how the training needs identified can be achieved eg what plan of action needs to occur to evidence your continues development.

FOSTER CARER'S NAME (S):

ADDRESS:

	Development need Please tell us if a programme already started or if it still has to be arranged (Eg NVQ recently started July 05)	Why is it needed Eg job; personal; planning for change	How do you plan to achieve this?	When does this have to be achieved or completed	Who is involved and what responsibilities do they have?
Skills and knowledge to be gained (EG knowledge; autism, attachment, skills; behaviour management, makaton)					
Competences to be developed Where are there gaps in the standards for you and how can these be improved					

Attitudes

(For instance, Assertiveness
or Diversity awareness)

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