**DECISION SUPPORT TOOL (DELEGATED AUTHORITY)**

This tool helps you, your family, carers and your social worker to agree who is the best person to make day-to-day decisions about your care and support. If you have come into care for the first time, or you are moving to live with new carers, this tool is completed with you at your Placement Planning Meeting. It can be changed at any time, for example as you get older or if your ‘legal status’ changes.

Your social worker will always include you and listen to your views and wishes, and as you get older, you will be able to start making more decisions for yourself. Your parents’ role in making decisions (or any other adult who has ‘parental responsibility’ for you) is important, and they should always be included unless your social worker has good reason not to, which they will explain to you.

If you are in care under ‘section 20’, only adults who have ‘parental responsibility’ for you can make decisions, but they can decide which day-to-day decisions they want to delegate to your carers, or you. If you are in care under a ‘Care Order’, some decisions can only be made by your social worker or their manager, and some decisions your social worker will delegate to your carers, or you. This is what ‘delegated authority’ means: agreeing which decisions can be made by you, or by your carers, and which decisions will be made by others.

When you come into care you have an Independent Reviewing Officer (IRO) who is responsible for reviewing your Care Plan and making sure that it is the right plan for you, and it is meeting your needs. They hold regular meetings to review your care plan, including this tool. Your IRO will speak with you before every meeting and listen to your wishes and views.

If your carers need advice or support, they can speak to their social worker and find out more about delegated authority here: [The Fostering Network information about delegated authority.](https://www.thefosteringnetwork.org.uk/advice-information/looking-after-fostered-child/delegated-authority)

If you have any questions or you’re not sure what something means, you can ask your social worker, IRO, carers or your carers’ social worker.

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| **Your name** |  | **Your Date or Birth and age** |  |
| **Your legal status** |  | **Date of most recent legal Order** |  |
| **Placement type** |  | **First or change of placement?** |  |
| **Start date for this placement** |  | **Date decision support tool completed** |  |

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| 1. **Health needs** | | | | | |
| **Consent to** | **Parent** | **Child / Young Person** | **Carer** | **Local Authority** | **Additional notes eg if more than one person is involved in a task or decision, any exceptions, additional guidance, or reporting / recording requirements** |
| 1.1 Routine medical appointments, assessments and immunisations |  |  |  |  |  |
| 1.2 Medical procedures carried out at home where the person administering requires training |  |  |  |  |  |
| 1.3 Giving prescribed or over the counter medication |  |  |  |  |  |
| 1.4 Examination by / treatment from health professional in school |  |  |  |  |  |
| 1.5 Permission for school to administer prescribed or over the counter medication |  |  |  |  |  |
| 1.6 Planned medical procedures (surgery, treatment, tests, invasive health screening) |  |  |  |  | *S20 parental consent required. ICO/CO Service Manager consent required. Consultation with parents is essential and their presence facilitated where appropriate. Designated Nurse or Doctor may need to be consulted. Consider Gillick competence and Fraser guidelines.* |
| 1.7 Emergency medical treatment including anaesthesia, unplanned surgery, treatment for life threatening conditions or end of life care |  |  |  |  | *S20 parental consent required. ICO/CO Director consent required. Consultation with parents is essential and their presence facilitated where appropriate. Designated Nurse or Doctor may need to be consulted. Consult child and consider Gillick competence and Fraser guidelines. Attending medic has overriding responsibility. Legal advice may be required. In respect of a child’s end of life care, in the absence of clear parental consent,* ***no*** *consent can be given by the local authority and the relevant health authority will need to take legal advice and if necessary initiate court proceedings.* |
| 1.8 Routine dental treatment, including anaesthetic |  |  |  |  |  |
| 1.9 Emergency dental treatment, including anaesthetic |  |  |  |  |  |
| 1.10 Optician’s appointment and prescription glasses |  |  |  |  |  |
| 1.11 Referring to another service to meet health / mental health needs |  |  |  |  |  |
| 1.12 Sensitive medical treatment or assessment (including sexual abuse medical assessment or termination of pregnancy) |  |  |  |  | *ICO/CO Service Manager consent required. Consultation with parents is essential and their presence facilitated where appropriate. Designated Nurse or Doctor may need to be consulted. Consider Gillick competence and Fraser guidelines.* |
| 1.13 Contraception/ sexual health advice and prescription |  |  |  |  | *ICO/CO Team Manager consent required, consult with Service Manager as appropriate. Designated Nurse or Doctor may need to be consulted. Consider Fraser guidelines.* |
| 1.14 |  |  |  |  |  |
| 1.15 |  |  |  |  |  |

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| 1. **Education** | | | | | |
| **Consent to** | **Parent** | **Child / Young Person** | **Carer** | **Local Authority** | **Additional notes eg if more than one person is involved in a task or decision, any exceptions, additional guidance, or reporting / recording requirements** |
| 2.1 School day trips |  |  |  |  |  |
| 2.2 School trips for up to 4 days |  |  |  |  |  |
| 2.3 School trips for over 4 days |  |  |  |  |  |
| 2.4 School trips abroad |  |  |  |  | *Parental consent required if s20. ICO / CO Service Manager consent required.* |
| 2.5 School photos |  |  |  |  | *i) photos taken in school for internal use;*  *ii) photos taken in school that can be published externally.* |
| 2.6 Attendance at parents’ evenings |  |  |  |  | *Parents should always receive copies of school reports.* |
| 2.7 Attendance at PEP meetings |  |  |  |  |  |
| 2.8 Attendance at unplanned school meetings (incidents or immediate issues) |  |  |  |  |  |
| 2.9 Registering or changing nursery, school or college |  |  |  |  |  |
| 2.10 Referring to another service to meet educational needs |  |  |  |  |  |
| 2.11 Accessing pastoral support in school |  |  |  |  |  |
| 2.12 Walking to and from school unsupervised |  |  |  |  |  |
| 2.13 PHSE (Personal, Health and Social Education) curriculum |  |  |  |  |  |
| 2.14 |  |  |  |  |  |
| 2.15 |  |  |  |  |  |

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| 1. **Leisure and home life** | | | | | |
| **Consent to** | **Parent** | **Child / Young Person** | **Carer** | **Local Authority** | **Additional notes eg if more than one person is involved in a task or decision, any exceptions, additional guidance, or reporting / recording requirements** |
| 3.1 Passport application |  |  |  |  | *Parental consent required if s20. ICO / CO Service Manager consent required.* |
| 3.2 Overnight stays with friends |  |  |  |  |  |
| 3.3 Holidays within the UK |  |  |  |  | *Parental consent required if s20. ICO / CO Team Manager consent required and out of county notification to other local authority. Term time holiday only considered in exceptional circumstances and must consult with Head of Virtual School. School Head will determine whether authorised.* |
| 3.4 Holidays outside of the UK |  |  |  |  | *Parental consent required if s20. ICO / CO Service Manager consent required. Term time holiday only considered in exceptional circumstances and must consult with Head of Virtual School. School Head will determine whether authorised.* |
| 3.5 Sports clubs and other clubs / activities |  |  |  |  |  |
| 3.6 More hazardous activities eg horse riding, skiing, rock climbing |  |  |  |  | *ICO/CO Service Manager consent required.* |
| 3.7 Haircuts and hair colouring |  |  |  |  |  |
| 3.8 Body piercing |  |  |  |  | *ICO/CO Team Manager consent required. In English law, it is illegal for under 16s to have their genitals pierced and for females under 16 to have their breasts pierced, although this does not apply to males under 16.* |
| 3.9 Use of mobile phone |  |  |  |  | *Any restrictions on how many hours / handing in at night / supervision / password access / monitoring via an app.* |
| 3.10 Part time employment |  |  |  |  | *Minimum age 13 with restriction on hours up to age 16.* |
| 3.11 Use of social media and social networking apps |  |  |  |  |  |
| 3.12 |  |  |  |  |  |
| 3.13 |  |  |  |  |  |

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| 1. **Identity needs** | | | | | |
| **Consent to** | **Parent** | **Child / Young Person** | **Carer** | **Local Authority** | **Additional notes eg if more than one person is involved in a task or decision, any exceptions, additional guidance, or reporting / recording requirements** |
| 4.1 New or changes in faith, church or religious observance |  |  |  |  |  |
| 4.2 Attending a place of worship |  |  |  |  |  |
| 4.3 Religious/ cultural custom or ritual requiring parental consent (eg baptism) |  |  |  |  | *ICO/CO Service Manager consent required.* |
| 4.4 Changes to first names / alias informal |  |  |  |  | *ICO / CO legal name changes Service Manager consent required, consult with legal services as appropriate.* |
| 4.5 Use of pronouns due to gender identity including due to gender identity (not legal changes) |  |  |  |  | *Consider Gillick competence and seek legal advice where necessary.* |
| 4.6 Changes to surname informally |  |  |  |  | *Seek legal advice.* |
| 4.7 |  |  |  |  |  |
| 4.8 |  |  |  |  |  |

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| **5. Signatures – must be signed by you, those with parental responsibility (wherever possible), your carer(s), and your social worker** | | | | |
| **Name** | **Relationship to You** | **Contact details** | **Signature** | **Date** |
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