

Title	Children Looked After - Visit Template
Purpose	To provide consistent recording of visits to Looked After Children
Updated by	Elaine Andrews
Approved by	Siobhan Walsh
Date	04/11/2024
Version	V1
Status	Approved
Review Frequency	Annually
Next review date	10/10/2025

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Children Looked After - Visit Template

To be used on all statutory visits or other contact with a child

Headings to be included in the case notes are in bold. Please see exemplars and guidance for further details. Please remove guidance notes in italics when pasting the headings into your case note.

If your visit is to a children's home, please ask to see the last Reg 44 report

Remember to tick seen if child was seen

Please write the visit note to the child, see examples under each heading

Purpose of visit? [e.g. Pathway Planning, Life Story Work, review prep, going through your report with the child, they have been missing so RHI]

Dear Claire, I visited you today so that we could prepare for your review

Who was present?

Your foster carer was with you, we had some time together and some time alone without your carer when we went for a walk.

Was the child seen alone? If not why not?

Yes, I saw you alone when we went for a walk

What was discussed and observed in the visit, and what direct work did you do?

We spoke about your review, and you said you did not want to have school attending, and would like your Father to come to part of the meeting. You did not want your mother there. You were not keen on being part of your review, and we talked about why that was, you told me.....

If Lifestory work is being completed, outline what was completed

We spoke/did some drawings on your family/memories and this showed me.... Next time we will do.....

Has anything significant happened since the last visit? [add to the event to the chronology, can be a positive or negative event]

Claire you told me that

Child's views/ what does the child understand of why we are involved and what life like is for them?

Claire, you told me that you like living with your carer Emma, you know that you are a looked after child so have a social worker.

You described your daily life as.....

Part 2 Analysis

Are there any worries for the child or carer currently [include any worries about placement becoming unstable]?

Claire, I am worried.....

What are the strengths/protective factors to mitigate any worries?

Is the Safety Plan on the Case Summary and meeting need?

What decisions/actions from the last review have been progressed through this visit

What needs to happen next, what date & by who?