|  |  |
| --- | --- |
| *Parents name*  Street name  Town or city  County  POSTCODE | **Your ref:** \*  **Our ref:** AA/123  **Enquiries to:** contact name here  **Email:** name@northumberland.gov.uk  **Tel direct:** (00000) 000000  **Date:** 00 Month YYYY |

Dear

# **Children Act 1989 – Private Fostering**

I understand that you have placed or intend to place (name of child/ren) with the following private foster carers:

|  |  |
| --- | --- |
| Name |  |
| Address |  |

It is important to ensure that such placements are safe and appropriate. To this end Local Authorities have a legal responsibility to:-

1. Ensure the foster carers are able to look after the children properly.
2. Visit the foster home and ensure it is a safe place.
3. Obtain information about the carers to ensure that they are not disqualified from privately fostering children.
4. Once a child is placed, to visit the home within the first week, then at intervals of not more than 6 weeks thereafter in the first year, and not more than 3 months in the second and subsequent years.
5. Make sure that the placement continues to be in the best interest of the child.

It is important that as much information as possible is given to your child’s carers, in order that they can provide them with the best possible care. In order to enable us to meet these requirements would you please complete and return the enclosed forms to the address below:-

**PF3** Notification of Proposed Private Fostering

**PF9** Health Care Authorisation

**PFMED** Child’s Health Record

Under the Children (Private Arrangements for Fostering) Regulations 1991, Children Act 1989, you have a duty to inform this office when the arrangement ceases, and of any change in your address.

Also enclosed is some further written information on private fostering which explains the legal context and requirements.

A social worker will be contacting you in order to discuss these matters personally with you.

Yours sincerely

Team Manager