

## Procedures for parent and child foster placement

### *Placement Request*

1. As with any other request for a foster placement when a child's social worker, CSW, becomes aware of the need for a foster placement, agreement for the parent and child placement will need to be given by the Corporate Parenting Manager. **NB - It is Slough Borough Council's policy to set up a parent and child placement for an initial period of 16 weeks, or the second LAC review whichever is soonest, any request to extend the placement needs to be agreed by the Corporate Parenting Manager, via Family Placement Team Manager.** The referral needs to clarify what arrangement is being requested, ie:
  - 1.1.1 A voluntary arrangement by the local authority where the child is not looked after.
  - 1.1.2 A voluntary placement by the local authority where the child is looked after.
  - 1.1.3 A voluntary placement by the local authority where both the child and the parent are looked after.
  - 1.1.4 An arrangement directed by the courts where the child is looked after.  
(Please see Annex 4.7: Parent and child arrangements for an expansion on these categories and the regulations and guidance under which they fall, The Children Act 1989 Guidance and Regs Volume 4: Fostering Services, HM Government 2010).

2. If agreement to the placement is given the CSW should complete a referral form to the Family Placement Service , including the section that identifies any risks that the parent or child may pose to the foster carer or their household. **NB - If the parent is not a looked after child an enhanced CRB check will need to be completed for the parent, because the parent will be classed as a member of the fostering household.**
3. Once the referral is completed the CSW should notify the Family Placement Duty Social Worker (FPSW) that the Corporate Parenting Manager has given agreement to the placement.
4. The FPSW should direct the CSW to the Practice Guidance for Parent and Child Foster Care.
5. The FPSW will commence a search of in house foster carers in the first instance.
  - 5.1.1 If it is not possible to identify an in house carer, then agreement needs to be obtained from the Corporate Parenting Manager to search for an IFA placement.
  - 5.1.2 If agreement is given for this the search will commence for an IFA placement among the preferred providers list kept by the FPS.

***Pre placement planning meeting***

6. Once a placement has been identified a pre placement planning meeting needs to be set up, where possible this should be at least 7 days prior to the placement commencing. This meeting needs to clarify the expectations of the Foster Carer, Parent(s), Family Placement Social Worker (FSW) and CSW; see Practice guidance Section 2 for further information. **It is particularly important to clarify whether the foster carer is to be in an 'observational – non intervention role', 'teaching – modelling role' or 'intervention role'**. See Section 4.7 of Parent and Child Foster Care Policy. The following documents will need to be completed:

6.1.1 The CSW to take the lead in completing a written contract for the placement to include the objectives of the placement, anticipated length of placement, parents understanding and consent to placement, financial arrangements and level of supervision; please see Practice Guidance Section 4.1 for template of this contract and Section 4.2 for guidance on completing the contract.

6.1.2 The FSW to take the lead in conjunction with the CSW in completing a written risk assessment and safer care agreement in respect of the placement and explanation of how these risks will be managed.

6.1.3 The FPSW to provide the foster carer with Daily Report record sheets and all parties be aware of what will be included in these record sheets; see section 4.3 for template of Parent and Baby Daily Report.

***Review of placement***

7. The placement will be reviewed under normal LAC time frames, if at the point of the second review (16 weeks) there is a recommendation for the placement to continue, the Head of Service needs to be consulted via FPT Team Manager and agreement sought.

***End of placement***

8. At the end of the placement the parent and foster carer will be asked for feedback in respect of the placement and this feedback will contribute towards the next review of the foster placement.

Jackie Pape  
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