

Recording and Keeping Memories

STANDARDS AND REGULATIONS

The Fostering Services (England) Regulations 2011:

- [Regulation 11 - Independent fostering agencies—duty to secure welfare.](#)

Fostering Services: National Minimum Standards:

- [Standard 1 - Understand the principles and values essential for fostering children and young people.](#)
- [Standard 2 - Promoting a Positive Identity, Potential and Valuing Diversity Through Individualised Care.](#)

Training, Support and Development Standards for Foster Care:

- [Standard 2 - Understand your role as a foster carer.](#)
- [Standard 4 - Know how to communicate effectively.](#)

RELATED GUIDANCE

- [Identity](#)

Recording

A child's records play a crucial role in providing them with valuable information about their past and the reasons behind their involvement with Children's Social Care. These records are instrumental in helping children understand who they are and their history. They also serve as a valuable resource when they seek to learn about their childhood later in life. As a foster carer, it is essential that you contribute to these records by maintaining daily and weekly logs of events for each child placed with you. This practice helps inform future plans for the child, contributes to court hearings, and facilitates important decision-making processes.

Additionally, records ensure that situations are accurately understood and provide context for any future misunderstandings or allegations. It is important to record events promptly, noting the date, time, individuals present, and specific details of what transpired. The notes should be concise, objective, and written in a manner that could be shared with the person concerned.

If there are sensitive matters that should be kept private from the child, consult with your supervising social worker to determine how best to handle the information. Using a diary to record appointments, meetings, and arrangements is also recommended.

During the Placement Planning Meeting, parents and, when appropriate, young people should be informed about what will be recorded, how the information will be used, and how long the records will be retained. This transparent approach fosters an open and honest relationship, and if possible, involving the child or young person in the recording process can help build a diary together.

Keeping Memories

Preserving memories is essential for children and young people who may not have daily access to information about their birth families and background. It helps them develop a strong sense of self and understand how their past experiences shape their present behaviours and choices. From the day the child comes to live with you, it is important to record their stay as comprehensively as possible. This includes descriptions of their likes, dislikes, developmental milestones, special memories, birthdays, family celebrations, outings, holidays, and other significant events. Utilize photos, videos, and written accounts to create a life story that assists the child in making sense of their past. Collaborate with the child's social worker, parents, relatives, and significant others to create a Life Story book. Store all memories in a memory box or book dedicated to the child or young person.

Please refer to BfC's IFA's 'Recording and keeping memories policy' for detailed information and expectations.