

Staying Put Checklist

Issue/Event	Lead Responsibility
Consider whether staying put or shared lives is the best option	Young Person's Social Worker
Share and discuss the Staying Put Policy	Young Person's Social Worker
Discuss duration of Staying Put arrangement	Young Person's Social Worker
Early discussion with carers about household checks (gas safety, home safety, house insurance, landlord/mortgage notification)	Fostering Supervising Social Worker
Staying Put finance to the carer – Local Authority fee and young person's contribution	Young Person's Social Worker/Fostering Supervising Social Worker
Carer benefit issues (if applicable)	Fostering Supervising Social Worker
Discuss with the young person the benefit(s) they can claim and progress application(s)	Young Person's Social Worker
Training available for carers	Fostering Supervising Social Worker/Supporting Lodgings Coordinator
Living Together Agreement	Young Person's Social Worker
CSE, DBS checks and safeguarding (good practice)	Young Person's Social Worker
Frequency of review meeting / carer reviews / young person review (6 monthly)	Young Person's Social Worker/Fostering Supervising Social Worker
Initial Gas Safety Checks (annual check thereafter)*	Fostering Supervising Social Worker/Supported Lodgings Coordinator
Initial Home Safety Checks (annual check thereafter)*	Fostering Supervising Social Worker/Supported Lodgings Coordinator
Initial Insurance Check (annual check thereafter)*	Fostering Supervising Social Worker/Supported Lodgings Coordinator
Landlord/mortgage company notification*	Fostering Supervising Social Worker
Carers review	Fostering Supervising Social Worker/Supported Lodgings Coordinator

*All checks should be completed when the Living Together Agreement is signed and prior to the arrangement starting.