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Consulted	Via	Who for?
The child	Wishes and feelings work/Words and Pictures	<ul style="list-style-type: none"> Child/young person
The Parent (S)	Initial and 6 weekly Review meeting/Family time Policy	<ul style="list-style-type: none"> Both parents even if separated
Foster carer	Placement planning meeting/ Initial and 6 weekly review meetings	<ul style="list-style-type: none"> Foster carer
Others with parental responsibility	Initial and 6 weekly Review meeting/Family time Policy	<ul style="list-style-type: none"> Any other person who holds PR.
Family members	Initial and 6 weekly review/ Family time policy	<ul style="list-style-type: none"> Any other family members who are significant to the child and will be attending family time.
Health Visitor / GP	Family time policy/core group meetings/ CLA reviews.	<ul style="list-style-type: none"> Child's Health Visitor Child's GP CLA Health Placing parent(s) GP Placing Parent(s) Health Visitor for any other children
IRO	Consultation form/Family time policy	<ul style="list-style-type: none"> Child's IRO
Education	Consultation	<ul style="list-style-type: none"> Child's Current School School for any child in proposed household.
Current Placement	Placement planning meeting/Initial and 6 weekly reviews	<ul style="list-style-type: none"> Foster Carer Fostering Social Worker OR Children's Home Manager
Probation	Family time policy/core group meetings/ CLA reviews.	<ul style="list-style-type: none"> Anyone in proposed household who comes under Probation Services
Police	PPU – Direct Police Check	<ul style="list-style-type: none"> Parent(s) and any other person in the proposed household over 18 years

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Youth Justice Service	Consultation Form	•
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Family Time Checklist

Paperwork

Form	Information
Children's social care assessment (Liquidlogic)	The assessment must be completed to ascertain the appropriateness of the placement, including: <ul style="list-style-type: none"> • Parent(s) capacity to care for this child or children, in particular in relation to the child • Parent(s) state of health. Including medical history; current/past issues of domestic violence; substance misuse or mental health problems. • Parent(s) family relationships and the composition of the household. • Parent(s) family history – upbringing, relationship with parents and siblings, education, significant life events. • Parent(s) criminal offences, convicted or cautioned • Employment and income • Neighbourhood, resources available in the community
Child's plan (Liquidlogic)	To include proposed time of family time, review dates and progression to this aim, and contingency plan.
Placement Plan (Liquidlogic)	Identify risks from parents, proposed family time plan, who will undertake family time and parent (s) and family members who are identified to attend family time.
Family time Policy (Tri-x)	To be shared with professionals and family members involved in the family time plan.
Family time proposal and schedule.	This assessment must be completed and include, <ul style="list-style-type: none"> • Suitable times for contact to take place. • Who will be attending. • Consideration of the needs of the child. • Consideration for appropriate venue. • Who will be undertaking family time.

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	<ul style="list-style-type: none"> • Who will be undertaking transport to and from family time. • Dates for initial meetings and 6 weekly reviews. • Risk assessment of known risk prior to initial consultation with parents.
<p>Family time risk assessment.</p> <p>(Liquidlogic)</p>	<p>This assessment must be completed and include,</p> <ul style="list-style-type: none"> • Known risk to the child. • Any risk identified within the initial family time meeting. • Wishes and feelings of the child. • Factors to mitigate risk. • Who will do what if risks are present. • Clear information for the family to understand the expectations during family time. • Why family time may be ended if expectations are not adhered too. • Review expectations.
<p>Family time initial meeting and review</p> <p>(Liquidlogic)</p>	<p>This assessment must be completed and include,</p> <ul style="list-style-type: none"> • Known risk to the child. • Any risk identified within the initial family time meeting. • Wishes and feelings of the child. • Support around what family time can look like, for example, activities for the child, opportunities for community activities (if safe to do so), making food, health food and drink. • Factors to mitigate risk. • Who will do what if risks are present. • Clear information for the family to understand the expectations during family time. • Why family time may be ended if expectations are not adhered too. <p>Review expectations.</p>
Joint Agreement	<p>Be as specific as possible under each heading. Make sure that Parent(s), understand what is expected of them.</p>

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