**Staying Put Policy - Process Flowchart**

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| **Task** | **Policy Reference** | **Timeline** | **Who’s Responsible?** | **How we’ll know it’s done** |
| Begin discussions about Staying Put | Section 3; 4; 5 | From age 15 or by 2nd review if placed after 16th birthday | SW; Supervising SW; IRO. Include transitions worker if young person has a disability | Include in Care/Pathway Plan |
| Consider the implications for the carer | Section 5 | Once Staying Put is considered an option | Supervising SW | Include in review of foster placement |
| Consider the implications for the young person | Section 5; 6 | Once Staying Put is considered an option | SW; IRO | Include in Care/Pathway Plan |
| Consider roles of Fostering Team; SW/PA; IFA; COMMISSIONING TEAM | Section 8; 10 | Once Staying Put is considered an option | Fostering team; SW/PA; IFA; COMMISSIONING TEAM | Include in Care/Pathway Plan. Confirmation of IFA role in writing to the IFA |
| Complete a Living Together agreement | Section 15 | At least 3 months before the 18th birthday | SW/PA; young person; foster carer | Signed agreement on file |
| Agreeing placement extensions | Section 7 | 1st review following 17th birthday | SW; Service Manager | File note and Include in Care/Pathway Plan |