



**FOSTER CARER AGREEMENT**

Carer 1 name	
Carer 1 ID	
Carer 2 name (if applicable)	
Carer 2 ID (if applicable)	

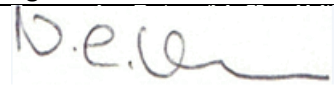
Reason For This agreement (eg: review/ change of approval)	
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<b>Terms of approval</b>		
Original date of approval		
Date of review		
Category of approval		
Maximum number of children to be placed		
Gender		
Approved age range		
Recommended preferred age range		
Details of any specifically matched children	Name of child	Child ID

**Declaration**

We/I the undersigned confirm that We/I have read and agree to adhere to the terms and conditions contained within this revised Foster Carer Agreement.

(\*If there are two approved foster carers in the household both must sign this agreement)

Carer 1 Name (Print name)	Carer 1 Signature	Date
Carer 2 Name (Print name)	Carer 2 Signature	Date
<i>On behalf of Northamptonshire Childrens Trust:</i>		
Name	Signature	Date
Natalie Lohneis		

**Fostering Services Regulation 2011**

Schedule 5 Regulation 27(5)(b)



## 1. Support

- **Social Work Support:** Each foster carer will be allocated a Supervising Social Worker who will maintain regular contact and provide support and supervision in accordance with the Service's Supervision agreement.
- **Mediation & Advice:** Foster carers are offered access to independent mediation and advice service through Fostering Network.
- **Fostering Network:** Northamptonshire Children's Trust arrange and pay for all foster carers to become members of Fostering Network.
- **The Short Breaks Network Membership:** This is a service available to carers of children with disabilities.
- **Northamptonshire Foster Care Association:** All foster carers automatically become members of the Association (unless they choose to opt out).
- **Support Groups:** All foster carers will be given the opportunity of joining a local Support Group
- **Finance:** All foster carers will receive financial support. Details of allowances are given to carers on approval and are updated annually. In cases where overpayments occur, we will expect foster carers to notify us immediately and we will take all necessary steps to recover this, your co-operation in resolving this is required.

## 2. Training

- Northamptonshire Children's Trust Fostering/Short Breaks Service is committed to providing training opportunities for all its carers to increase their knowledge and skills in caring for children and young people.
- Foster carers are expected to complete the Service's training programme as advised by their supervising social workers and their Personal Development Plan will be reviewed as part of their annual performance review.
- Foster carers are expected to meet the Training support and development (TSD) minimum standards through the completion of a workbook within the timescale requirements.
- After the first year of fostering, all approved foster carers will be required to complete a minimum of 3 training courses a year. This requirement is for both foster carers in a household with 2 approved carers
- A Training Guide, which sets out all available training, will be sent out annually.

## 3. Review of Approval

- All foster carers must be reapproved annually via the Carer's Performance Review process.
- Reviews can also be held when there is a change of circumstance or a serious concern/allegation or an application for change of approval.
- Foster carer's first Annual Review is presented to the Fostering Panel.
- In certain circumstances a foster carer's Approval can be recommended for termination by the Fostering Panel with a final decision being made by the Agency Decision Maker.
- All decisions must be confirmed by the Agency Decision Maker within 10 working days.

## 4. Placement Planning Meeting Agreement

- A placement planning meeting agreement will be completed for each child who will be placed in your care. This document will need to be signed by all attendees.



## 5. Meeting Legal Liabilities

- All foster carers should notify their various insurers {motor, building etc} of their position as a foster carer to ensure the insurers are accepting of this on their policies.
- Foster carers are included within Northamptonshire Children's Trust public liability cover which protects them should an allegation of injury or property damage caused by their alleged negligence be made. Northamptonshire Children Trust provides its own cover, in certain circumstances, where a foster carer's home has been damaged due to the behaviour of a looked after child or young person.
- Foster carers need to be aware that they will be regarded as self-employed and are responsible for their own tax and national insurance contributions.

## 6. Representations, Complaints and Compliments

- If foster carers remain dissatisfied with the service they receive after making a representation through their supervising social worker, they should refer to the Complaints Procedure. This can be found on the Comments, Compliments and Complaints Northamptonshire Children Trust web page [www.nctrust.co.uk](http://www.nctrust.co.uk)

## 7. Change of Circumstances

All foster carers are required to notify the Fostering Service, in writing, immediately about:

- Any intended change of address
- Any change in the household composition
- Any change in their personal circumstances and any other event affecting either their capacity to care for any child placed or the suitability of their household. This include an offence, complaint or allegation.
- Any request or application to adopt children or for registration as an early years provider or a later years provider under Part 3 of the Childcare Act 2006

Any of these changes may require a review of approval and possibly a Risk Assessment.

## 8. Appropriate Discipline

- All foster carers must agree not to administer corporal punishment to any child/young person placed with them.

## 9. Confidentiality

- Foster carers agree to ensure that any information relating to a child, a child's family, or to any other person, which has been given to them in confidence, in connection with a placement is kept confidential and is not disclosed to any person without the consent of the fostering service provider.
- All foster carers are required to ensure that the use of social networking sites is undertaken in accordance with the Service's guidelines.



## 10. Working in Partnership

- Foster carers are expected to work co-operatively alongside other professionals and birth family. The foster carer must provide all information regarding the child/young person's progress both verbally and through regular recordings of any significant events affecting the child.
- Holidays for Children In Care (CIC) should be taken during the allocated school holiday period unless there are exceptional or extenuating circumstances.

## 11. Safeguarding Children

- For all Foster carers and adult members of their household DBS checks will be done every three years.
- Foster carers will agree, as part of their annual review, to an annual employment reference being completed when working in a setting with children and vulnerable adults.
- An unannounced visit will be undertaken, to the foster carer's home, at least once a year and reported as part of foster carer's review.
- All foster carers have a responsibility to safeguard any child placed in their care from any form of abuse.
- Where an allegation has been made against a foster carer this will be investigated in accordance with Northamptonshire Children's Trust procedure i.e. Allegations against Carers. All foster carers will be given a guide to this procedure through the foster carer's handbook.

Where the allegations are of a serious nature or involve Child Protection issues, notification will be sent to OFSTED.

- Where a child goes missing from the foster carer's home, the carer must comply with the Trust's policy on missing children, a copy of which is available to carers in their Foster Carers Handbook.
- Foster carers must allow a child to be removed by Northamptonshire Children's Trust fostering service if it appears to them that the placement is no longer the most suitable for the child or the continuation of the placement would be detrimental to the welfare of the child.
- All foster carers are required to co-operate with OFSTED and allow any person authorised by the Fostering Service to visit them, in their home, at a convenient time.

## 12. Termination of Approval

- A foster carer must give 28 days' notice in writing to Northamptonshire Children's Trust's Fostering Service when they no longer wish to be approved as a foster carer, at which point their approval is terminated with effect from 28 days from the date the notice is received by the Fostering Service.