

Looking After Children in Scotland: Good Parenting, Good Outcomes

ESSENTIAL CORE RECORD AND PLACEMENT AGREEMENT

Wherever possible, the Essential Core Record and Placement Agreement should be completed before a child/young person is first looked after away from home by a local authority or changes placement. In the case of an emergency admission, it should be completed and the agreements at the end of the form signed prior to leaving a child or young person in placement. It contains essential information and agreements for carers as specified in Schedule 3 of the Fostering of Children (Scotland) Regulations 1996 and Part 3 of the Residential Establishments - Child Care (Scotland) Regulations 1996. It should be updated regularly and checked for accuracy before each review. The top copy is for the child/young person's file, one copy should be left with the carer when placing the child/young person and the other copy is for the parent or the young person if aged 16 or over. Place the cardboard between the pink copy and the white page beneath it to prevent copying through too many layers.

This form is particularly designed to be used with a child or young person looked after away from home by a local authority but can be used more widely.

PERSONAL DETAILS

When recording the child/young person's forename(s) and family name, please state the names recorded on his/her birth certificate. If the child/young person is known by a different name(s) also record this name(s).

1	Forename(s)	<u>William</u>
	Family Name	<u>Tarbett</u>
	Known as	<u></u>

Questions marked by an asterisk (*) provide information required for annual statistical returns to the Scottish Office on form CLAS.

2	*Gender	Male ☒	Female ☐
3	*Date of Birth	Day <u>0</u> <u>9</u> Month <u>0</u> <u>7</u> Year <u>1</u> <u>9</u> <u>9</u> <u>1</u>	
4	Date this form first completed	Day <u></u> <u></u> Month <u></u> <u></u> Year <u></u> <u></u> <u></u> <u></u>	
	Date of latest update	Day <u>1</u> <u>1</u> Month <u>0</u> <u>4</u> Year <u>2</u> <u>0</u> <u>0</u> <u>3</u>	

5	Social Worker's Name	<u>Ingrid von Amim</u>
	Supervising authority/agency	<u>Dundee City Council</u>
	Area/team and address (Please include post code)	<u>Permanence team</u> <u>6 Kirkton Rd</u> <u>Dundee</u> <u>Telephone (incl STD Code): 01382 436000</u>
	Outside office hours carers should call (incl STD code)	<u>01382 436430</u>

The supervising authority/agency is the authority/agency that provides the direct social work service to the child/young person. Sometimes eg because of distance, this may be different to the responsible authority by whom the child/young person is looked after.

- 6 Responsible authority (if different from supervising authority/agency)

If the responsible authority is different from the supervising authority/agency, have details of the arrangements between authorities been agreed and recorded?

Yes ☐ No ☐

If no, when will this be completed?

Day Month Year

- 7 Placement address (incl post code)

Strathcarron Y.P.U.
20 Strathcarron Place
Dundee
Telephone (incl STD code): 01382 435994

- 8 Date of Placement

Day 1 1 Month 0 4 Year 2 0 0 3

- 9 *Placement Type

Residential unit

Placement type:

Please use the following

categories: with

friend(s)/relative(s), with foster carer(s), with prospective adopter(s), other community (specify), local authority home, voluntary home, residential school, secure accommodation, other residential (specify).

If this placement is provided as part of a series of short term (respite) placements please tick ☐

Does the child/young person have a respite and/or holiday placement as well as a main placement?

Yes ☒ No ☐

If yes, what is the placement(s) type?

Respite placement

The home address is the place where the child/young person normally lived before being looked after away from home by the local authority.

- 10 Child/young person's home address (incl post code)

7D Bonnethill Court
Dundee

Name(s) of principal carer(s) at this address and status eg parent(s), relative(s) or friend(s)
Mr David Tarbett (father) & Ms Linda Robertson (mother)

- 11 *What is the ethnic origin of the child/young person? Tick the appropriate box

White	☒	Chinese	☐
Black - Caribbean	☐	Mixed ethnicity	☐
Black African	☐	Specify	
Black - other	☐	Other ethnic group	☐
Indian	☐	Specify	
Pakistani	☐	Not known	☐
Bangladeshi	☐		

- 12 What, if any, is the religious persuasion of the child/young person?

None

Please give brief details of any religious practices to be observed.

- 13 Languages spoken at home

First Language

Other Language(s)

English

- 14 Can the child/young person speak English?

Yes ☒ No ☐ Some ☐

Will an interpreter be needed?

Yes ☐ No ☒

If the child/young person uses a form of communication other than speech (eg Makaton, British Sign Language, picture/symbol system, electronic system), please specify.

- 15 Describe the child/young person eg height, build, hair and eye colour, and any specific physical characteristics.

William is approximately 5 feet tall and stockily built. He has short dark brown hair and brown eyes.

- 16 Is the young person a parent? Yes
- ☐
- No
- ☒

If yes, does s/he have parental responsibilities and parental rights?

Yes ☐ No ☐

Child/ren's name(s) and date(s) of birth

If there is a social work file on the child/ren, where is it located?

Unique Reference Number

--	--	--	--	--	--	--	--	--	--

Unique Reference Number

--	--	--	--	--	--	--	--	--	--

Contact - if the young person is not living with his/her child/ren, give brief details of contact here.

LEGAL AND PROTECTION ISSUES

Specific details of the statute and section under which the child/young person is looked after should be recorded on the Essential Background Record, Question 7.

17 *What is the child/young person's current legal status? Please tick.

Accommodation under Section 25

☐

Supervision Requirement away from home with a Secure Condition

☐

Parental Responsibilities Order

☐

Criminal Court Provision

☐

Supervision Requirement at Home

☐

Child Protection Measure

☐

Supervision requirement away from home (excl Res Establishments)

☒

Warrant

☐

Supervision requirement away from home (In a Res Establishment but excluding Secure)

☐

Freed for Adoption

☐

Other

☐

(Specify)

18 Is there an ongoing child protection investigation or case conference pending?

Yes ☐ No ☒

Is the child/young person's name on the Child Protection Register?

Yes ☐ No ☒

If yes, which category

Date of Current Registration

Day Month Year

Categories: physical injury, physical neglect, emotional abuse, sexual abuse, failure to thrive.

PLACEMENT

Please give details about bedtime, personal care, mealtimes, special comfort objects, likes and dislikes. Please ensure that care needs resulting from experience of abuse are identified.

19 Child/young person's routine

William is a boy who prefers routines. On weekdays he attends Auchterhouse P.S. and is currently being taken by his present carer. previously he had gone by taxi.

He used to attend after-school club when with his previous carers according to their working shift requirements. He has not needed to do this in his current placement.

He does not belong to any formal out of school clubs at the present time though he has done in the past ie ice hockey, football. He really enjoys football and is spending time with children in the local area of his current carer having 'kickarounds' in the local park. He goes to an ice skating disco in dundee on Friday nights. He likes being outside and has been away on trips with current carer.

Michael eats well and has a reasonable diet. Takes care of his personal hygiene reasonably well but needs reminded at times like many other adolescents.

Eg, significant risk, family crisis, place of safety, placement breakdown.

20 Why is the child/young person being placed with these carers now?

William's long-term placement with the [redacted] family came to an end in March 2003. The [redacted] felt he was not meeting their expectations of behaviour or of being an integral part of their family. the [redacted] had given notice of the ending of the placement in Nov.2002 but the placement actually ended suddenly following an increased level of aggression. William was then placed on an emergency basis with [redacted] but from the outset this was planned to be a very temporary measure ending on 11.04.03 as [redacted] is an ACE carer and will be receiving another planned placement. The PAM meeting decided that in the absence of the preferred option of a family placement that William should be offered a place in Strathcarron on a temporary basis whilst a family placement was sought.

If this placement is being made because of a previous placement breakdown, please give brief details of the reasons for the breakdown.

As above.

Eg, short term assessment, bridging placement, long term placement.

21 What is the purpose of this placement?

Temporary placement until family based placement is found. The Children's Hearing of 10.04.03 has stipulated that the case is continued and should return on 08.05.03 when it is hoped that a family placement will have been identified.

Anticipated length of placement? (Please tick)

Under 6 weeks	☒	1 year to under 2 years	☐
6 weeks to under 6 months	☐	2 years to under 5 years	☐
6 months to under 1 year	☐	5 or more years	☐

Eg bed wetting, violence/aggression, inappropriate sexual behaviour, anxiety/withdrawal, offending, substance abuse

22 Does the child/young person display any behaviour which may be of concern to current carers?

Yes ☒ No ☐

If yes, please give brief details of the behaviour, what triggers it (if known), and how best to deal with it

Physical and verbal aggression, limited duration but of great intensity often triggered by feeling that he is being ignored or in competition with his peers. This behaviour is best dealt with by

- *minimising/ignoring if possible*
- *having a routine strategy for dealing with ie going to his room*
- *providing outlets for anger - punchbag, physical sports*
- *repeated discussion to encourage more appropriate socialisation & functioning*

William can be moody and cheeky. He is best left to his own devices at this time but does appreciate the opportunity to talk about his feelings later.

HEALTH

The Arrangements to Look After Children (Scotland) Regulations, 1996 require local authorities to arrange medical examinations and written health assessments for all children before placement or, if this is not practicable, as soon as possible after a placement has been made.

23 Has the child/young person had a health assessment prior to being looked after away from home?

Yes ☒ No ☐

If yes, date: Day Month Year

If no, is one arranged? Yes ☐

Date Day Month Year

If not arranged, please explain.

William has regular medicals undertaken either by the CMHO or his GP. Last full medical was 2001.

The category multiple disabilities should be ticked where a child/young person has two or more of the disabilities on this list. Where a child/young person is both disabled and affected by disability, tick the box which describes the child/young person's disability.

24 *Does the child/young person have any disabilities?
(Answer this question for all children/young people)

Tick one box

- | | |
|---|-------------------------------------|
| No disabilities, and not affected by disability | ☐ |
| No disabilities, but affected by disability of family member(s) | ☐ |
| Multiple disabilities | ☐ |
| Significant learning difficulties | ☐ |
| Mental health problems (Mental Health (Scotland) Act 1984) | ☐ |
| Autism | ☐ |
| Significant hearing impairment | ☐ |
| Significant language and communication disorder | ☐ |
| Significant physical or motor impairment | ☐ |
| Significant visual impairment | ☐ |
| Social, emotional and behavioural difficulties | ☒ |
| Other disability | ☐ |

Give the name(s) of any disabling condition(s) listed above, details of the effects, age of onset and current treatment(s). For the disability of family member(s), specify the relative, the disability and the effects on the child/young person.

Eg, ADHD/hyperactivity, HIV/AIDS, allergies, asthma, coeliac disease, diabetes, glue ear, hepatitis B or C, sickle cell anaemia, thalassaemia, skin conditions.

Allergies could include penicillin, animals, house dust, pollen, foods, particularly peanuts, cigarette smoke and insect stings.

25 Does the child/young person have any other health conditions not covered above? Give the name(s) of the condition(s), details of the effects, age of onset and current treatment(s).

Infantile asthma. NO longer evident and no medication.

You will need to think about issues of confidentiality in relation to some conditions such as HIV/AIDS and must consult agency policy on recording.

26 Does the child/young person have any outstanding medical appointments?
Yes ☒ No ☐

If yes, please state the date, time, address, purpose and name and designation of the health professional concerned.

Awaiting orthodontic treatment. Dates to be confirmed.

- 27 Is the child/young person receiving any other treatment(s) or medication for current infection or injury? If so, what dosage, frequency or other instructions?

No

- 28 Does the child/young person have specific dietary needs or restrictions for health or cultural reasons?

Yes ☐ No ☒

If yes, please specify.

- 29 Does the child/young person use any special equipment?

Yes ☐ No ☒

If yes, please specify the equipment. If it is not with the child/young person, what action will be taken to deliver it to the carer(s)?

Eg spectacles, hearing aid, tube feeding aids, Braille materials, splints, special footwear, special cup or bottle.

Does the carer need any specialist training in relation to special equipment?

Yes ☐ No ☐ Not applicable ☒

If yes, please detail the training required eg instruction from health visitor/hospital nurse.

- 30 Who is the child/young person's general practitioner?

Name *Dr Christine Taig*

Address *Stobswell Medical Centre
163 Albert St
Dundee*

Telephone (incl STD code): *01382 461363*

Who is the child/young person's health visitor/school nurse?

Name

Address

Telephone (incl STD code):

EDUCATION

Please ensure that all schools the child/young person has attended are recorded on the Essential Background Record at Question 24.

- 31 If the child is of school age, school attended immediately prior to being looked after away from home.

School Name

Auchterhouse P.S.

Contact person's name and position eg head teacher, guidance teacher, class teacher:

New head teacher (temp) as from April. Name not known.

Address

Kirkton of Auchterhouse

by Dundee

Angus DD8 0QS

Telephone (incl STD code):

Class year eg P3, S1

P7

Intended school if different from above

School Name

Eg, transport, negotiation re attendance or alternative arrangements if excluded or 'ruanting.

Do any immediate arrangements need to be made to help the child/young person to attend school or change school?

Case responsible worker will liaise with residential care staff re organising taxis to and from school

- 32 If the child is below school age, or over school leaving age, has s/he been attending any other provision eg playgroup, nursery, college, training, work? Please give details and outline any immediate arrangements needed.

FAMILY DETAILS

33 Mother's name

Known as

Date of birth Day Month Year
(If exact date not known, please give year)

If deceased, tick box ☐ and give date if known:
Day Month Year

Address if different from the child/young person's home address recorded in Question 10 (include postcode)

If same address tick box ☐

Does the mother have parental responsibilities?
Yes ☒ No, Order under Section 11 ☐ No, Order under Section 86 ☐
No, Freed for Adoption, Section 18 ☐

What is the ethnic origin of the mother?

What is mother's first language?

Can the mother speak English?
Yes ☐ No ☐ Some ☐

Can the mother understand English?
Yes ☐ No ☐ Some ☐

Will an interpreter be needed? If so, tick box ☐

Please use the same categories of ethnic origins as in Question 11.

34 Father's name

Known as

Date of birth Day Month Year
(If exact date not known, please give year)

If deceased, tick box ☐ and give date if known:
Day Month Year

Address if different from the child/young person's home address recorded in Question 10 (include postcode)

If same address tick box ☒

Does the father have parental responsibilities?
Yes, is/was married to mother ☐ Yes, agreement with mother ☐
No, never married to mother ☒ No, Order under Section 11 ☐
No, Order under Section 86 ☐ No, Freed for Adoption, Section 18 ☐

What is the ethnic origin of the father?

What is father's first language?

Can the father speak English?
Yes ☐ No ☐ Some ☐

Can the father understand English?
Yes ☐ No ☐ Some ☐

Will an interpreter be needed? If so, tick box ☐

Please use the same categories of ethnic origins as in Question 11.

You may wish to include here a grandparent, a step-parent, parent's cohabitee or a close friend. If a child/young person has been adopted but is still in contact with birth parent(s) and/or relatives, please give information here.

35 Other Significant People

Name	Address/Tel No	Relationship	Tick if person holds Parental Responsibilities

If any are looked after away from home, their current placement address should be recorded here. Ensure that addresses are updated if siblings move.

36 Brothers and sisters

Name	dob	Address	Relationship (full, half, step)	Tick if Looked After Away from Home
				x
				x

Client Copy

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CLIENT COPY

CONTACT

These could be immediate arrangements for contact with, for instance, parents, brothers and sisters, grandparents, previous carers or friends.

This box need only be completed if the Day to Day Placement Arrangements are not being completed simultaneously.

Please consider parent's/people with parental responsibilities' views concerning any proposed contacts.

37 What immediate arrangements have been made for contact?

As per placement agreement

Does the child/young person want anyone else to know where s/he is? If so, please give details.

Name(s)

Parents already informed. Case responsible workers will inform siblings.

Address(es)

Who will contact this person(s)?

Eg any court orders relating to contact made under Section 11 or any conditions or directions concerning contacts made under Section 55, 58, 60, 70, 73 or 86 of the Children (Scotland) Act 1995.

38 Has a court, children's hearing or social work/services department made any order, direction, condition or decision restricting or terminating contact?

Yes ☒ No ☐

If yes, please give the name(s), address(es) and relationship(s) to the child of the person(s) concerned, and outline the order, direction, condition or decision.

Mr Tarbett's contact to be supervised as directed by children's Hearing and condition of Supervision Requirement.

If yes, tick box when carers have been given a copy of any order, direction or condition ☐

Looking After Children

ESSENTIAL CORE RECORD

39 Have the Day to Day Placement Arrangements been completed?
Yes ☐ No ☒

If no, when will they be completed?

Day Month Year

Whenever this form is substantially updated, the social worker should re-check its accuracy and completeness and should complete Question 40 again.

40 I have checked this Essential Core Record, and the Placement Agreements which follow, for accuracy and completeness. [If applicable] The following questions have not been fully completed because:

Signed _____ Name _____
Date _____ Designation _____ (BLOCK CAPITALS)

CONSENT TO MEDICAL TREATMENT

Parent(s) and people with parental responsibilities should, as far as possible, be consulted at the time that their child needs surgical, medical or dental procedures or treatment. However, it is important that the local authority is in a position to take appropriate medical action if a parent/ person with parental responsibility cannot be contacted and/or found. This form allows the local authority to take such action in circumstances agreed by the parent(s)/person(s) with parental responsibilities.

- 41 I/we, who have parental responsibilities for agree to Dundee City Council Social Work Department arranging the following surgical, medical and dental procedures or treatments for the above named child/young person whilst s/he is looked after by them, if s/he is not deemed by an appropriately qualified medical practitioner able to give his/her own consent.

	Yes	No
Emergency surgical, medical and dental examinations and intervention(including anaesthetics)	☐	☐
Routine medical and dental intervention/treatment deemed by an appropriately qualified medical practitioner to be in the best interests of the child/young person	☐	☐
Planned surgical intervention/treatment deemed by an appropriately qualified medical practitioner to be in the best interests of the child/young person	☐	☐
Routine immunisations deemed by an appropriately qualified medical practitioner to be in the best interests of the child/young person, including immunisations against:		
Hepatitis B	☐	☐
Tetanus	☐	☐
Diphtheria	☐	☐
Whooping Cough	☐	☐
Poliomyelitis	☐	☐
Hib	☐	☐
MMR (Measles, Mumps, Rubella)	☐	☐
BCG (Tuberculosis)	☐	☐

Parent(s) or people with parental responsibilities may wish to give their views about any of the above procedures or treatments.

Where more than one person has parental responsibilities, only one consent is legally required. However, it will normally be good practice to seek the views of anyone else with parental responsibilities.

The nature of consent to Medical Treatment has been explained to me:

Signature _____ Name _____ Date _____

Signature _____ Name _____ Date _____

Witnessed by:

Signature _____ Name _____ Date _____

(Once signed, ensure one copy is placed in Carer Held Health Record)

AGREEMENTS

AGREEMENT OF CARERS

Approved foster carer(s) of the local authority agree to comply with all aspects of the Foster Care Agreement as stated in Schedule 2, or in an emergency placement Regulation 13 of the Fostering of Children (Scotland) Regulations 1996.

Relative(s) or friend(s), in the case of immediate placements made by local authorities agree to look after the child/ young person at the placement address for a period not exceeding six weeks, unless subsequently approved and issued with a Foster Care Agreement between themselves and the local authority, and agree to carry out all the duties as specified in regulation 14 of the Fostering of Children (Scotland) Regulations 1996.

Relative(s) or friend(s), in the case of placements made by a children's hearing, agree to look after the child/young person at the placement address and carry out the duties as specified in Regulation 14 as above.

- 42 I/we agree to look after at the placement address and to comply with all the relevant regulations from the Fostering of Children (Scotland) Regulations 1996 or Residential Establishments Child Care (Scotland) Regulations 1996. I/we have written information concerning these regulations. I/we also agree to co-operate with all the arrangements made by Dundee City Council Social Work Department for the above named child/young person.

Name(s) and address

Position eg foster carer(s)/relative(s)/friend(s)/keyworker/unit manager

Signature _____ Date _____

Signature _____ Date _____

AGREEMENT OF CHILD/YOUNG PERSON

Where the local authority has been asked to provide accommodation under Section 25 of the Children (Scotland) Act 1995, children/young people of sufficient age and understanding need to be party to the agreement, although there is no legal requirement for them to sign it. If the young person concerned is 16 or over, and is being accommodated without parental agreement, s/he should be encouraged to sign this agreement.

Children and young people may wish to record any reservations even if they agree that a period of looking after or accommodation is the only feasible option at present.

- 43 I agree to be accommodated by Dundee City Council Social Work Department at the above address

Name

Signature _____ Date _____

Comments

AGREEMENT OF PARENT(S)/PERSON(S) WITH PARENTAL RESPONSIBILITIES

Where the local authority has been asked to provide accommodation under Section 25 of the Children (Scotland) Act 1995, parents/those with parental responsibilities must agree to the child being accommodated although there is no legal obligation for them to sign an agreement.

Parents/people with parental responsibilities may wish to record any reservations even if they agree that a period of looking after or accommodation is the only feasible option at present.

- 44 I/we agree to being accommodated by Dundee City Council Social Work Department at the aforementioned address.

Name(s)

Signature

Date

Signature

Date

Comments

CONSENT TO SWIMMING/WATER ACTIVITIES/SWIMMING LESSONS

- 45 I/we do/do not give my/our consent to my/our child taking part in swimming/water activities/swimming lessons while he/she is looked after by Dundee City Council. I confirm that:

**My/our child is able to swim 50 metres*

**My/our child is unable to swim*

Does your child suffer from any medical condition which may affect his/her ability to participate in swimming/water activities.

Yes ☐ No ☐ If yes, please detail

Please comment on your child's attitude to and enjoyment of swimming

Signature

Date

Father/Mother/Person with Parental Responsibility

Signature

Date

2nd Parent

OR

I/we have refused to give my/our consent for the following reasons:

AGREEMENT FOR A YOUNG PERSON TO PARTICIPATE IN SWIMMING ACTIVITIES IN PUBLIC POOLS WITHOUT SUPERVISION OF CARERS

- 46 1 Young person is a competent swimmer and can swim 50m/2 lengths in a pool unaided.
2 Young person agrees to obey all rules and instructions of the establishment and behave in a responsible manner in and out of the water.

Signature	_____	Date	_____
	Young person		
Signature	_____	Date	_____
	Father/Mother/Personal with Parental Responsibility		
Signature	_____	Date	_____
	Young person		

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If a parent or young person does not speak English easily, you may need the help of an interpreter in completing these arrangements.

6-7 - Further comments: local authorities sometimes have to take actions which do not accord with the wishes and feelings of all the members of the families concerned. Parents and children and young people may wish to record their reservations, even if they agree that a period of looking after or accommodation is the only feasible option at present.

6 Child/young person

Where the local authority has been asked to provide accommodation. Parents and children/young people of sufficient age and understanding also need to be party to the agreement, although there is no legal requirement for them to sign it.
(If the young person concerned is 16 or over, and being accommodated without parental agreement, he/she should be encouraged to sign this agreement)

I agree to be accommodated by

(local authority/other agency) at the above address.

Signature

Name

Date

Further comments

7 Parent/person with parental responsibilities and parental rights

I/we agree to my/our son/daughter

(child/young person) being accommodated by

Signature

Name

(local authority/other agency)

Date

Signature

Name

Date

Further comments

It is important to be sure that parents are aware of the issues concerning medical consents before they sign the agreement. Agencies need to know if parents object to particular immunisations or other specific medical treatments.

8 Parental agreement to medical treatment

I/we agree to

(local authority/other agency) arranging the following medical treatment (including dental treatment) for

while he/she is looked after by them.

Emergency medical examinations and treatment (including anaesthetics)

Yes No

Any medical examinations deemed to be necessary by the local authority

Routine medical treatment, including immunisation

The issue of consent to medical treatment has been explained to me

Signature

Name

Date

Signature

Name

Date

9 Signature

Name of person completing the form
(BLOCK CAPITALS PLEASE)

Job Title

Date

CC2(h)

RECEPTION INTO CARE

PARENTAL CONSENT TO SWIMMING/WATER ACTIVITIES

Child's Surname TARBETT D/B. 9.7.91
 K/A Date RIC.....
 Forename WILLIAM
 Home Address N/A
 Address In Foster/Residential Care N/A
 Name Of Father/Mother/Legal Guardian LINDA ARCHER K/A ROBERTSON
 Address 11 INCHHEAD TERRACE, PERTH
 Name Of Second Parent
 Address

A CONSENT TO SWIMMING/WATER ACTIVITIES/SWIMMING LESSONS

For the time that my child remains in the care or under supervision of Dundee City Council, I hereby give my consent to my child taking part in swimming/water activities/swimming lessons.

I confirm that:

- (1) ~~My child has had swimming lessons and is able to swim 50 metres unaided.~~
 (2) ~~My child is not able to swim.~~ MY CHILD IS NOT ABLE TO SWIM.
 * Delete as appropriate.

Does your child suffer from any medical condition which may affect his/her ability to participate in swimming/water activities.

YES / NO If yes, please detail

Please comment on your child's attitude and enjoyment of swimming.

Signed Linda Robertson Date 24.11.99
 Mother/Father/Legal Guardian
 Signed Date
 Second Parent
 Witness Date

B REFUSAL TO CONSENT TO SWIMMING/WATER ACTIVITIES/SWIMMING LESSONS

I have been asked to give my consent for my child to take part in swimming/water activities/swimming lessons and I have refused to give this consent for the following reasons:

Reasons for Refusal to Consent

.....

Signed Date
 Mother/Father/Legal Guardian

Signed Date
 Second Parent

Witness Date

C CHILD LOOKED AFTER UNDER SECTION 86 OF THE CHILDREN (SCOTLAND) ACT 1995

As the child is looked after in terms of S86 of the Children (Scotland) Act 1995, and Dundee City Council holds parental responsibilities and rights in respect of this child, I agree on behalf of Dundee City Council to consent to _____ (child's name) undertaking swimming/water activities/swimming lessons.

Signed Date

Designation

D AGREEMENT FOR A YOUNG PERSON TO PARTICIPATE IN SWIMMING ACTIVITIES IN PUBLIC POOLS WITHOUT SUPERVISION OF CARERS.

- 1 Young person is a competent swimmer and can swim 50m / 2 lengths in a pool unaided.
- 2 Young person agrees to obey all rules and instructions of the establishment and behave in a responsible manner in and out of the water.

Signed:

.....
 Young Person

.....
 Parent

.....
 Social Worker

Client Copy

Dundee

City Council

Social Work

Alan G Baird - Director

Children's Services

6 Kirkton Road, Dundee DD3 0BZ

Tel 01382 436000

Fax 01382 436022

If calling please ask for
Our Ref

Your Ref

☎ 01382 43

E-mail Address @dundeecity.gov.uk

Date 18 November 2002

FAO: Social Worker, Dundee SWD

Re: William Tarbett dob 09.07.91

I give my consent to my son, William Tarbett having his ears pierced if he wishes.

Any ear-piercing must be undertaken by a reputable practitioner, under the supervision of his foster carer, Mrs [REDACTED]

Signed

Linda Robertson, parent

Date

19/11/02

如閣下不十分明白英語，請與以下的通訊處聯系。
যদি আপনি ইংরেজি বুঝতে অসুবিধা বোধ করেন
তাহলে অনুগ্রহ করে নিচের ঠিকানাতে যোগাযোগ করুনঃ

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اگر آپ کو انگریزی سمجھنے میں مشکل پیش آتی ہے تو براہ کرم نیچے دیئے گئے سہ پر رابطہ کریں۔
میں بڑا ہوں، میں اپنی سمجھ میں مشکل پیش آتی ہے تو براہ کرم نیچے دیئے گئے سہ پر رابطہ کریں۔
اگر آپ کو انگریزی سمجھنے میں مشکل پیش آتی ہے تو براہ کرم نیچے دیئے گئے سہ پر رابطہ کریں۔



Unique Reference Number

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Looking After Children in Scotland: Good Parenting, Good Outcomes

ESSENTIAL BACKGROUND RECORD

Wherever possible, the Essential Background Record should be completed before a child/young person is first looked after away from home by a local authority. In the case of an emergency admission, it should be completed as soon as practicable thereafter. It should be updated regularly and checked for accuracy before each review. If there are many changes a new Essential Background Record should be completed. The original should be kept in the child/young person's file. A copy should be sent to the residential worker or foster carer.

This form is particularly designed to be used with a child or young person looked after away from home by a local authority, but can be used more widely.

When recording the child/young person's forename(s) and family name, please state the names recorded on his/her birth certificate. If the child/young person is known by a different name(s) also record this name(s).

PERSONAL DETAILS

1 Forename(s)

Family Name

Known as

2 Gender Male ☒ Female ☐

3 Date of Birth Day Month Year

4 Date this form first completed Day Month Year

Date of latest update Day Month Year

5 Where is the birth certificate held?

Please tick if the certificate has been seen by a social worker ☒

Where born
(If known, please state the name
and address of the hospital or
address if a home birth)

6 Nationality

Please give details of immigration status if applicable

Asylum Seeking ☐ Exceptional leave to return ☐

Refugee Status ☐

Home Office Registration Number

Local authorities that have accepted children who are refugees must ensure that they visit the Home Office with an interpreter, a social worker and a solicitor as soon as possible after their arrival in the United Kingdom. Local authorities will need to keep records of Home Office registration numbers in order to prove the child/young person's existence for the purpose of claiming government grants.

This form contains confidential information which should only be shared in accordance with the Data Protection Act 1998

NOTES FOR COMPLETION

7 Record of changes to the child/young person's legal status

This record should be established when the child starts to be looked after away from home, but should retrospectively outline, in chronological order, any previous legal orders.

Please list both the statutory reason for the child/young person being looked after and any other legal orders eg a Section 11 parental responsibilities order. For any legal status that was in force prior to the implementation of the Children (Scotland) Act 1995 on 1 April 1997, please give a brief description and state the Section and the Act which applied. For any legal status that commenced after 1 April 1997, please consult the chart opposite.

Occasionally the child/young person might be subject to two concurrent looking after status eg be subject to a CPO under S56 of The Children (Scotland) Act 1995 whilst, at the same time, being subject of a home supervision requirement under S70. It should, however, be apparent from the dates which status has taken precedence over the other.

Date Legal Status		Legal Status	Reason for Status Ending eg Child went home
Began	Ended		
15.06.93	21.01.94	Sect 44 SW (Scot) Act 68 at home	Child came into care
21.01.94	07.02.94	Sect 15 SW (Scot) Act 68	Child voluntarily into care
07.02.94	22.09.94	Sect 44 SW (Scot) Act 68 at home	Child returned home
22.09.94	01.04.97	Sect 44 SW (Scot) Act 68	Child came into care
01.04.97	To date	Sect 70 Ch (S) A95	Change in legislation: Supervision Order with a condition of Residence

Please tick box if additional information is recorded on a supplementary sheet

☐

CATEGORISATION OF LEGAL STATUS

When completing the chart opposite for a child/young person who started to be looked after on or after 1 April 1997, or whose looked after status changed on or after 1 April 1997, please categorise using the following chart. Always state a category from each column eg C(S)A 95, S56 Child Protection Order (8 days), child protection measure. The category in the final column should be the same as that recorded in the Essential Core Record and Placement Agreement, Question 17.

Act	Section	Description	Category
The Children (Scotland) Act 1995 (C(S)A95)	S25	Child accommodated full time Child accommodated in a series of short term placements (Reg 17)	Accommodation under Section 25
	S86		Parental Responsibilities Order
	S70	Compulsory Supervision Requirement	Supervision Requirement at home
	S70 S72(1)	Supervision Requirement with condition of residence Transfer of child subject to Supervision Requirement	Supervision Requirement away from home (excluding residential accommodation)
	S70 S72(1)	Supervision Requirement with condition of residence Transfer of child subject to Supervision Requirement	Supervision Requirement away from home (residential but excluding secure)
	S70(9)b	Supervision Requirement with condition of residence in secure accommodation	Supervision Requirement away from home with a secure condition
	S73(9)	Residential or secure condition imposed by review hearing	
	S75 Powers	Placement of child in secure accommodation	
	Secure Accom Regs 6 & 7	Placement of child in secure accommodation	
	S55	Child Assessment Order (7 days)	Child protection measure
	S57	Child Protection Order (8 days)	
	S61	Emergency Protection where CP Order not available	
	S45(4) & (5)	Hearing warrants (7 days)	Warrant
	S63(5)	Child detained by police	
	S66	Child detained under hearing warrant (22 days)	
	S67	Extension of hearing warrant (further 22 days)	
	S68	Warrant to hold child whilst grounds established (14 days)	
	S69	Warrant to hold child for further investigation (22 days)	
The Criminal Procedure (Scotland) Act 1995 (CP(S)A95)	S205(2)	Detention following a conviction for murder	Criminal Court provision
	S208	Detention of child convicted of an indictment	
	S216(7)	Failure to pay a fine, maximum detention 1 month	
	S44(1)	Detention in residential accommodation	
	S43(4)	Detention of child (unruly certificate)	
Adoption (Scotland) Act 1978 (A(S)A78)	S51	Detention of child by the court (incl unruly certificate)	
	S18	Freeing Order	Freed for adoption
	S30	Return of child to the local authority	
Other eg Statute from England and Wales or Northern Ireland: Please state Statute	State section	Describe effect	Other

8 Is/was the child/young person's name on the Child Protection Register?

Yes ☒ No ☐

Categories: physical injury, physical neglect, emotional abuse, sexual abuse, failure to thrive.

If yes, please give the following details

Date of Current Registration	Category of Abuse	Date of Next Review
N/a		
Date(s) of Any Previous Registration	Category of Abuse	Date(s) of De-Registration
09.09.03	Physical abuse proven	09.03.95

9 Are any other members of the child/young person's family, or immediate household, on the Child Protection Register?

Yes ☒ No ☐

If yes, what, if any, are the implications for this child/young person eg in relation to rehabilitation?

[REDACTED] were placed on the Child Protection Register (Neglect - proven) on 07.01.03. This action should not impact on Ms Robertson's commitment or otherwise to monthly contact with William, and may even assist in improving reliability. Rehabilitation is not part of William's care plan.

Looking After Children

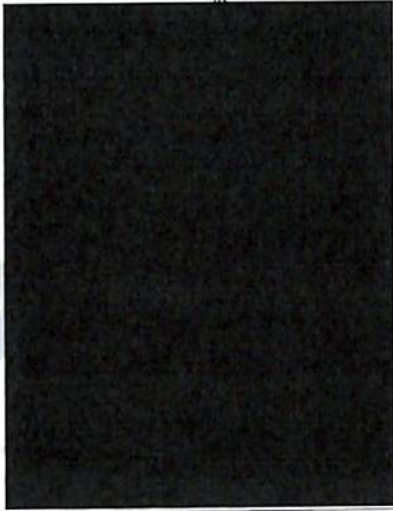
PLACEMENT HISTORY

10 Please record all placements since child/young person first looked after away from home

Name of Carer should be foster carer/ residential care worker/unit manager/ relative/friend.

Where a looked after child/young person has both a main and a respite and/or holiday placement, record both/all.

Placement type: Please use the following categories:
with friends/relatives; with foster carers; with prospective adopters; other community (specify); local authority home; voluntary home; residential school; secure accommodation; other residential (specify)

Date Placement		Name of Carer(s) and Address	Tick if respite/ holiday placement	Placement Type	Reason for Leaving	Planned End	
Began	Ended					Yes	No
21.01.94	26.01.94			Temp foster care			
26.01.94	07.02.94			Temp foster care			
22.09.94	01.12.95			Temp foster care			
01.12.95	03.04.97			Temp foster care			
03.04.97	29.03.00			Temp foster care			
29.03.00	20.03.03			Permanent foster care			
14.12.02	15.12.02		✓	Respite	Move to Strathcarron	✓	
20.08.03	11.04.03		✓	Temp foster care			
11.04.03	To date			Temp residential care			

Please tick box if additional information is recorded on a supplementary sheet ☐

HEALTH

The NHS number is allocated by the Registrar General for Scotland when the child's birth in Scotland is registered.

11 Child/young person's NHS Number

3	5	3	9	1	0	9	3	
---	---	---	---	---	---	---	---	--

Where is the NHS Card kept?

With carer

The Community Health Index (CHI) number is a unique health service number under which a person's health records are stored in primary care and some hospitals. The CHI number is the one used on the Personal Child Health Record (PCHR).

12 Child/young person's CHI Number

--	--	--	--	--	--	--	--	--	--

13 If applicable, who holds the Personal Child Health Record (PCHR)?

Carer

If PCHR not available, who is taking responsibility for checking health information?

--

Check with the child/young person's health board as there may be local variations for some immunisations. They will also be able to tell you if any subsequent changes have been made to this table.

1 - Hib is the immunisation against a number of infections, caused by the bacteria *haemophilus influenza type b* that include meningitis. If the child has not yet received Hib immunisation before one year of age, a single dose of Hib may be given between one and four years.

2 - If not yet given.

3 - Not necessary if Measles/Mumps/ Rubella already given.

4 - BCG is the immunisation against tuberculosis. In some Health Boards it is only administered to people who are considered to be at particular risk.

14 Immunisation due:

At two months

Diphtheria/Tetanus/Whooping Cough

Given?
Yes ☐ No ☐

At two months

Poliomyelitis

Yes ☐ No ☐

At two months

Hib¹

Yes ☐ No ☐

At three months

Diphtheria/Tetanus/Whooping Cough

Yes ☐ No ☐

At three months

Poliomyelitis

Yes ☐ No ☐

At three months

Hib¹

Yes ☐ No ☐

At four months

Diphtheria/Tetanus/Whooping Cough

Yes ☐ No ☐

At four months

Poliomyelitis

Yes ☐ No ☐

At four months

Hib¹

Yes ☐ No ☐

Between 12 and 18 mths

Measles/Mumps/Rubella

Yes ☐ No ☐

Between 4 and 5 years

Diphtheria/Tetanus/Poliomyelitis

Yes ☒ No ☐

Between 4 and 5 years

Measles/Mumps/Rubella²

Yes ☒ No ☐

Between 10 and 14 years

Rubella³

Yes ☐ No ☐

Between 10 and 14 years

BCG⁴

Yes ☐ No ☐

Between 15 and 18 years

Diphtheria/Tetanus/Poliomyelitis

Yes ☐ No ☐

Yes ☒ No ☐

Meningitis C as part of nation preventative campaign

Reason:	
---------	--

17 Has the child/young person had any significant accidents, injuries, illnesses or operations during his/her life? If yes, please give details.

[illegible]

Please tick box if additional information is recorded on a supplementary sheet

- 18 Has the child/young person been in contact with tuberculosis?

Yes ☐ No ☒ No information ☐

Does s/he belong to a family with a history of the disease?

Yes ☐ No ☒ No information ☐

- 19 Does the child/young person have any other condition currently that might benefit from surgery or dental treatment or medical treatment?

Yes ☒ No ☐

If yes, please give further details, including current treatment plan.

Requires orthodontic treatment - awaiting relevant appointment.

William diagnosed as suffering from dyspraxia by OT assessment 25.10.99. Received 12 week block of remedial OT which improved his condition. Coordination continues to improve as William develops in age and strength, but ability to concentrate motor-visual skills remains tiring and impairs his intellectual progress. No current treatment indicated, following further consultation with SCHMO (Dr Dewar) 2002.

- 20 Does/did the child/young person's mother have any chronic medical condition(s), illness or disability (including inherited disorders, learning disability and evidenced drug and/or alcohol dependency)?

No illness or disabilities recorded. Mother has suffered from drug and alcohol abuse and dependency of varying levels over the years.

- 21 Does/did the child/young person's father have any chronic medical condition(s), illness or disability (including inherited disorders, learning disability and evidenced drug and/or alcohol dependency)?

None noted. Father has used alcohol to excess on some occasions noted.

- 22 Does any other member of the child/young person's family have any chronic medical conditions, illness or disability (including inherited disorders, learning disability and evidenced drug and/or alcohol dependency) which are relevant to this child/young person's care or upbringing?

William's younger brother, [REDACTED] has Downs Syndrome.

EDUCATION

The PPR (Pupils Progress Record) is normally held at his/her current school and will contain much of the information required for this section.

- 23 Where is the child/young person's PPR held?

Auchterhouse Primary School

Please list all formal educational provision made for the child/young person. As well as schools attended, include nursery and pre-school provision and periods of home tuition.

- 24 Education provided and schools attended.

From	To	Name and Address of School/ Provision	Type eg Primary	Reason for Leaving
20.08.96	1997	St Clements	PS	Change of placement
17.04.97	2000	Longhaugh	PS	Change of placement
20.04.00	2001	McAlpine	PS	Change of placement
05.01.01	2003	Auchterhouse	PS	Carers moved house
19.08.03		Monifieth High School	SS	Move to senior school

25 Have there been any significant periods of non attendance at school for the child/young person

Yes ☐ No ☒

If yes, please give details.

Date(s)	School	Reason for non attendance eg extended illness, refusal to attend, exclusion

Attainments for children/young people aged 5-14 are measured from Level A in early primary to Level F in S2. Please indicate level child/young person has achieved. If a child has not yet attained Level A, tick -A.

26 What is the child/young person's current level of attainment within the curriculum?

5-14	-A	A	B	C	D	E	F
Reading	☐	☐	☐	☒	☐	☐	☐
Writing	☐	☐	☐	☒	☐	☐	☐
Mathematics	☐	☐	☐	☒	☐	☐	☐

Full details of the qualifications a young person is working towards, or has achieved, should be obtained from his/her school.

27 Is the young person working towards, or has s/he achieved any of the following qualifications?

Standard Grade

Subject	Foundation	General	Credit	Date Award Achieved
1	☐	☐	☐	
2	☐	☐	☐	
3	☐	☐	☐	
4	☐	☐	☐	
5	☐	☐	☐	
6	☐	☐	☐	
7	☐	☐	☐	
8	☐	☐	☐	

Looking After Children Other Qualifications

ESSENTIAL BACKGROUND RECORD

Tick if working
towards qualification

Date Award
Achieved

National Certificate Modules

☐

Short Courses

☐

SCE Highers

☐

National Courses*

Intermediate 1

☐

Intermediate 2

☐

Higher

☐

Advanced Higher

☐

National Units*

Access 1

☐

Access 2

☐

Access 3

☐

Intermediate 1

☐

Intermediate 2

☐

Higher

☐

Advanced Higher

☐

Group Awards

(eg GSVQs, SGAs*)

☐

Is the young person working towards, or has s/he achieved any other qualification(s)/ award(s) not described above? (eg Duke of Edinburgh Award, Young Enterprise)

Tick if working towards qualification	Qualification/Award	Subject	Date Award Achieved*

Individualised Educational Programmes (IEPs) are written plans outlining the steps to be taken to enable children/young people with special educational needs to achieve specified targets.

28 Has the school arranged an Individualised Educational Programme for this child/young person?

Yes ☒ No ☐

If yes, please give brief details.

IEP includes 3 x weekly learning support sessions focussing on reading, writing, comprehension and maths. IEP takes account of William's poor concentration levels and tendency to tire when stressed. IEP will be reviewed at Monifieth High School.

Looking After Children

ESSENTIAL BACKGROUND RECORD

Where an education authority believes that a child or young person has pronounced, specific or complex special educational needs which require continuing review, it will institute a statutory process of observation and assessment. This may lead to the opening of a Record of Needs. Education authorities are required to consider what provision would benefit recorded pupils after they cease to be of school age. A Future Needs Assessment is carried out on such pupils commencing two years before the young person ceases to be of school age.

29 Does the child/young person have a Record of Needs?

Yes ☐ Statutory assessment only ☐

Pending ☐ No, previous record discontinued ☐

No ☒

Day Month Year

For children and young people aged 14 and over with a Record of Needs, has a Future Needs Assessment been carried out?

Yes ☐ No ☐ Pending ☐

If yes, date completed Day Month Year

Please include any courses that the young person has begun and not yet completed. With employment, please include any work experience, voluntary work and part time employment.

30 Other non-qualifying courses and training undertaken, and/or employment undertaken during school, or outwith school hours.

31 Is the child/young person involved in sport, music, drama etc? Please give details.

32 Who holds the young person's Record of Achievement?

If a National Insurance Number is not received by 15 years 6 months, steps should be taken to obtain one.

33 Young person's National Insurance Number

Please include periods of unemployment.

34 What employment/training/further or higher education has the young person undertaken since leaving school?

Type and Location of Employment/Training/Education	From/To	Full/Part Time	Reason for Leaving (if applicable)	Tick if Training Scheme
	/			

PROFESSIONAL CONTACTS

eg community medical officer,
paediatrician, child or
adolescent
psychiatrist/psychologist,
mental health officer,
education social worker,
dentist, optician, speech
therapist.

35 Please list all professional contacts, except those already recorded in the Essential Core Record (ie GP, health visitor and school)

Name: Mrs Margaret Ford	Occupation: Guidance Teacher
Address: Monifieth High School	
Postcode	Telephone incl STD Code 01382 534466
Name:	Occupation:
Address:	
Postcode	Telephone incl STD Code
Name:	Occupation:
Address:	
Postcode	Telephone incl STD Code
Name:	Occupation:
Address:	
Postcode	Telephone incl STD Code
Name:	Occupation:
Address:	
Postcode	Telephone incl STD Code
Name:	Occupation:
Address:	
Postcode	Telephone incl STD Code

Whenever this form is substantially updated, the social worker should re-check its accuracy and completeness and should complete question 36 again.

36 I have checked this Essential Background Record for accuracy and completeness. [If applicable] The following questions have not been fully completed because:

--

Signed _____ Name **INGRID VON ARNIM**
(BLOCK CAPITALS)
Date **04.09.03** Designation **Social Worker**

Client Copy

William medical details

William Tarbett
Medical Details

GP

Stobswell Medical Centre
163 Albert St
01382 461363

Dentist

Donaldsons Dentist
165 Princes St
01382 462189

Orthodontist

Earl McGregor
26 Union St
01382 225725

Unique Reference Number

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Looking After Children in Scotland: Good Parenting, Good Outcomes

REVIEW OF THE CARE PLAN

PART 1 Social Worker's Report

When recording the child/young person's forename(s) and family name please state the names recorded on his/her birth certificate. If the child/young person is known by a different name(s) also record this name(s)

1	Forename(s)	William		
	Family Name	Tarbett		
	Known as			
2	Date of Birth	Day 0 9	Month 0 7	Year 1 9 9 1
3	Date when child/young person started to be looked after away from home	Day 2 2	Month 0 9	Year 1 9 9 4
4	Date of last Review meeting (if appropriate)	Day 0 3	Month 1 2	year 2 0 0 2
5	Date of this Review meeting	Day 1 0	Month 0 3	Year 2 0 0 3
6	Reason for Review	Child/young person looked after for 6 weeks Tick ☐ Child/young person looked after for 4½ months ☐ Six monthly review ☐ Other (Please specify) ☒		
		End of Placement/Placement Planning		
7	Current placement type	Permanent Fostering		
	Name of carer(s)/ keyworker	Mr and Mrs		
	Relationship to child/young person (if any)	Foster carers		
	Address (including postcode)			

Placement type: Please use the following categories: with friends/relatives; with foster carers; with prospective adopters; other community (specify); local authority home; voluntary home; residential school; secure accommodation; other residential (specify).

- 8 Please state whom you have consulted before the Review, who has been invited to the Review, and who has been invited to submit a report:

	CONSULTED (Please tick if applicable)	INVITED (Please tick if applicable)	REPORT REQUESTED (Please tick if applicable)
Child/young person	☒	☒	☒
His/her mother	☒	☒	☒
His/her father	☒	☒	☒
His/her carer(s)/residential keyworker	☒	☒	☒
Health professionals (please specify)	☐	☐	☐
	☐	☐	☐
Other interested persons (please specify)			
Headteacher/class teacher	☒	☒	☒
	☐	☐	☐
	☐	☐	☐

- 9 How often has the social worker visited the child/young person since the last Review or, if first Review, since the child started to be looked after away from home?

Times

Is this as frequent as agreed in the Day to Day Placement Arrangements

Yes ☒ No ☐

If NO, please explain

Does this frequency meet statutory requirements?

Yes ☒ No ☐

If NO, please explain

- 10 How often has the social worker visited the following? (If parent(s) deceased or whereabouts unknown, please state).

Mother

invited - but no meetings

Father

1 meeting at office

Other relatives, including siblings, or friends. (Please state whom).

- 11 Was a full assessment of the child/young person's needs completed either before being looked after away from home, or since?

Yes ☒ No ☐

- 12 Has an Assessment and Action Record been completed since the last Review?

Yes ☐ No ☒ If yes, attach a copy of the summary sheet from the Assessment and Action Record in Part 5 of this Review folder

Not yet applicable ☐

- 13 What is the child/young person's legal status?

Section 70 (away from home)

Has this changed, or have there been any other legal developments eg referral to the Reporter, since starting to be looked after away from home/last Review?

Yes ☒ No ☐

If yes, please give brief details.

Annual Children's Hearing 22nd January renewed Section 70 Supervision Order (Away from Home). Respite condition specified to specific carer.

- 14 Is the child/young person's name on the Child Protection Register?

Yes ☐ No ☒

If yes, and the Reviews are not being held simultaneously, attach the decisions/recommendations of the most recent child protection review in Part 5 of this Review folder.

Has there been a change in child protection status since the child/young person started to be looked after away from home/last Review

Yes ☒ No ☐

If yes, please explain

William made a number of allegations in relation to the provision of care when he was placed with previous foster carers. This was investigated by the Child Protection Team in January. It was acknowledged that William felt he had not had the best care available, but no further action was deemed appropriate.

- 15 Please list the recommendations/decisions of the last Review and indicate if each is fully met/ partly met/not met. Where 'not met' or only 'partly met', please explain. If this is the first Review, add here a copy of Questions 16 and 17 from the Care Plan.

Recommendations/Decisions and Action to be taken	By Whom?	By When?	Fully Met/Partly Met/ Not Met. Please explain
<i>William to continue in placement with Mr and Mrs [REDACTED]</i>	<i>William/[REDACTED]</i>	<i>Until Review</i>	<i>Fully met</i>
<i>William to continue to attend Auchterhouse PS</i>	<i>William/PS</i>	<i>Until June 2003</i>	<i>Fully met</i>
<i>Respite care to be arranged</i>	<i>Brenda Kidd [REDACTED] Respite Carers/ [REDACTED]</i>	<i>Regularly until Review</i>	<i>Fully met</i>
<i>Dental oversight to continue</i>	<i>[REDACTED]</i>		<i>Ongoing</i>
<i>Arrangements for transfer to secondary school to be cont.</i>	<i>Auchterhouse PS / Booths</i>		<i>Fully met but see below</i>
<i>Placement to be supported on a regular basis</i>	<i>I von Arnim Brenda Kidd Maureen Petrie</i>	<i>Ongoing</i>	<i>Fully met</i>
<i>Contact arrangements to continue subject to review if necessary</i>	<i>I von Arnim G Aboim Birth parents</i>	<i>As agreed and necessary</i>	<i>Fully met</i>

ADD ADDITIONAL PAGES IF REQUIRED

- 16 Please describe what has happened in the child/young person's placement since the last Review. (If this is the first Review, describe what has happened since the child/young person started to be looked after away from home). Make sure you describe positive developments as well as any problems. Always record something under each heading.

- i Has there been a change of placement? If yes, describe the circumstances and the effects on the child/young person.

Since the last Review in December 2002 Mr and Mrs [REDACTED] have concluded that William's placement must end for the benefit of both William and their own family. This is a decision they have not come to lightly and has been considered over a long period of time. As well as continuing problems with William's behaviour and difficulties in being 'part of the family' Mr and Mrs [REDACTED] have become increasingly aware of the impact of fostering in general on themselves and their children, and wish to have time to reconsider their future as carers.

- ii Have there been any significant changes within the current placement which have affected the child/young person eg someone arriving or leaving?

In July 2002 a 13 year old boy was placed with Mr and Mrs [REDACTED] on an emergency basis. The child has a diagnosis of ADHH. Although this was intended as a short-term placement until other arrangements were made, the placement has continued. I understand that the child will remain in this placement at least until July 2003.

This placement has had a significant impact on William's sense of 'belonging' to the [REDACTED] family and his perception of the amount of positive attention that he feels he receives. There has been a consequent reduction in his responsiveness within the family and a deterioration in his behaviour. Mr and Mrs [REDACTED] stress that there were already difficulties in this respect prior to July, but it would appear that the arrival of the new child has increased and highlighted the problems William is presenting within the family.

- iii What are the child/young person's relationships like with adults and other children/young people in the placement?

Despite ongoing concerns about William's low level of responsiveness within the family there remain some strong relationships within the placement. Events during December/January, when William made allegations concerning previous carers, highlighted the level of trust and confidence William had in Mrs [REDACTED] in particular. William continues to feel that he has good relationships with the [REDACTED] children, and that his relationship with the other foster child has improved.

ADD ADDITIONAL PAGES IF REQUIRED

- iv Does the child/young person understand and accept the rules and guidance provided by staff/carers? Has s/he been subject to any sanctions? If so, what, how often and with what result?

William has had difficulty, particularly over the last year, accepting the rules and mores of the [REDACTED] household. He has been aware of the impact of this on the household and has tried to ameliorate his behaviour, quite successfully in some areas. However, he is unable to sustain this on a regular basis, and exercise the level of self-control Mr and Mrs [REDACTED] expect of a child of his age. At times his behaviour has been unacceptably aggressive and threatening. The cumulative effect of the conflict this has caused in the family has been fairly exhausting for everyone and has contributed to the decision to end the placement.

- v How does the child/young person spend his/her leisure time? Are there activities s/he would like to be able to do which s/he is not doing?

William continues to go swimming with the family on a regular basis. He spends much of his free time with his school friends, either in the local park or at their homes.

- vi Are there any concerns about the child/young person's safety either because of his/her own or other people's actions? If yes, describe what will be done to protect him/herself.

William's aggressive behaviour does cause some concern, as it is open to misinterpretation and retaliation, threatening his safety and the safety of others.

ADD ADDITIONAL PAGES IF REQUIRED

- vii Does the child/young person feel safe in the placement? If not, describe why and outline what is being done to help him/her feel safer.

William has previously felt very safe in this placement, but during the latter half of last year it became clear, both from his behaviour and discussions with myself, that he was beginning to feel quite insecure in terms of his 'place' in the family. William was encouraged to (a) use strategies to curb his impulsive behaviour and (b) communicate more with Mr and Mrs [REDACTED] to improve the quality of the placement. However, William found this very hard to translate into practice.

William has been informed that his placement will come to an end at the end of March, and that a new long-term placement is being sought for him. He is also aware that it may be necessary for him to go into a temporary placement for a period of time while a new placement is identified. At present it is not possible to tell him where he might be living. William is also aware that he may have to change school and that he may not go to Monifieth HS as planned. William is being kept up to date with information, and consulted about his wishes and needs in relation to a new family. He is being reassured that we will try maintain his current friendships.

- viii Is the placement appropriate for the child/young person? Is the placement stable, fragile or approaching breakdown? Is a move needed for other reasons eg a time limited placement? If the placement might need to end, what alternative(s) has/have been considered and what needs to be done to achieve it?

William's placement has been seen as entirely appropriate to meet William's short and longer term needs and has been stable and successful for nearly three years. However, the placement has become increasingly fragile over the last six months and is now thought to be counter-productive to try and sustain it. Mr and Mrs [REDACTED] and Department hope to provide a planned and positive end to the placement.

A referral was made to Dundee SWD Family Placement on 17th December 2003.

There are currently no long-term placements available within the Department's own resources and referrals have been made to external foster care agencies in Scotland. To date no placements have been identified. The Department will need to provide William with an appropriate temporary placement from the beginning of April 2003.

- 17 Please describe the child/young person's development since the last Review. (If this is the first Review, describe what has happened since the child/young person started to be looked after away from home). Make sure you describe positive developments as well as any problems. Always record something under each heading. Attach copies of any relevant reports at Section 5 of the Review folder.

- i How is the child/young person's health? Has the child/young person had or refused any assessments or treatment? If the child/young person is disabled, are there any specific needs or issues arising for him/her or his carer(s)?

William's general physical health is excellent.

William's secondary teeth are either not coming through or are coming through incorrectly. He is currently undergoing orthodontic investigation to correct the problem.

ADD ADDITIONAL PAGES IF REQUIRED

- ii How is the child/young person progressing in pre-school provision/school/training/college/ work? Are there barriers to him/her achieving his/her potential? If so, describe them. Does the child/young person have an education plan? If so, what date was it or will it be reviewed?

William is in a small, composite class at Auchterhouse Primary school, where he is in P7. He has integrated well and gets on well with his classmates and teachers. Both he, [REDACTED] are well integrated into the social life of the school and village. Auchterhouse PS has taken a proactive and pragmatic approach to William's slow educational development and has produced an IEP for 2002-3 to focus on his mathematical and language/conceptual development. William's Head Teacher has taken Learning Support advice and has incorporated this into her teaching of William, so that he continues to receive a significant level of one-to-one attention. There continues to be slow but significant improvement in educational attainment in all basic areas, ie reading, writing and arithmetic. The Head Teacher has been communicating with Monifieth High School in preparation for William's transfer to secondary school in August 2003. Although William's placement application has been made there is clearly some doubt as to whether he will now transfer there, with potential implications for William's integration, as he was to be placed within a small support unit in the first instance. The head teacher and social worker feel that it is important for William to remain at Auchterhouse PS until the end of P7 if at all feasible, rather than face two school moves within a very short period.

- iii What sense does the child/young person have of his/her identity eg concerning gender, disability, sexuality, religion, culture, ethnicity, language, self worth, knowledge and understanding of own and family circumstances? What is being done to support the child/young person to achieve a positive sense of identity?

Social Worker has continued lifestory work with William, which is now in the final stages of completion. William has an increasingly good sense of his birth family identity and history. He has expressed curiosity about his family history and actively developed questions to ask his parents. William's self-esteem, which appeared to be developing up until the summer, appears to have dropped rather disastrously since, with William perceiving himself as the cause of the problems relating to physical violence at home, school and socially, even when this is not in reality the case on some occasions, and feeling a loss of ability to control own behaviour or alter the home situation. William needs to engage in some activity which he can claim some success in, as a matter of urgency.

- iv With whom is contact taking place? Is it taking place as often as planned? What effect is it having on the child/young person? What contribution do the parent(s) or people with parental responsibilities make to the child/young person's day to day care?

Supervised contact continues to be arranged on a monthly basis with each parent individually. Mr Tarbett has been reliable over the last year. Although the relationship is fairly superficial William values the contact. Ms Robertson has failed to attend any contact sessions with William since November 2002, and was unreliable for some months before that. Every effort has been made to contact Ms Robertson and encourage her to attend contact, without any success. William is no longer taken to contact meetings with Ms Robertson unless she confirms in advance. William has presented as sanguine about the lack of contact, but the cumulative effect on William is beginning to show, with William stating that, if Ms Robertson does not meet with him before he is 12 (July), he will want to stop contact. Ms Robertson's lack of concern for his well-being is further contributing to his lack of self-worth.

William continues to have contact with [REDACTED] during the school holidays, although contact with [REDACTED] is sometimes difficult to arrange because of his carers' busy lifestyle. The Department has taken a proactive approach to ensuring that regular contact with [REDACTED] is maintained, as both [REDACTED] and William wish this to be the case.

ADD ADDITIONAL PAGES IF REQUIRED

- v How does the child/young person relate with members of his/her family? Have there been any changes in these relationships or of family membership? How have these affected the child/young person?

See above.

William used to enjoy contact with his mother and is missing his meetings. He is aware of the events in her life last year which have precipitated the lack of contact, and the help she has needed from the Social Work Department to cope with [REDACTED]. These events have undoubtedly contributed to the very difficult year which William has experienced.

- vi How does the child/young person present himself in social situations? What impression does s/he make on other people?

William is becoming increasingly socially adept in different social situations and generally behaves appropriately. He is popular with his peers and well-liked by his workers and teachers.

- vii Describe the child/young person's behaviour. How is s/he developing emotionally? Have there been any changes? If so, give details and possible reasons why you think they happened.

William's behaviour is labile and occasionally aggressive and threatening, as described above. However, he is able to behave socially in an age-appropriate manner. He is increasingly able to reflect on his behaviour, its causes, and its impact on others, but still has great difficulty exercising self-control and requires a great deal of thinking time in order to direct his behaviour.

Mr and Mrs [REDACTED] feel that William has failed to develop emotionally as they would have expected within a family environment, and that he is not well-attached. William undoubtedly has some difficulty in displaying his attachments in the expected manner, but the worker assesses that William is capable of making attachments, has done so within the [REDACTED] household, and experiences emotional responses of some depth. However, he needs continuing assistance in correctly identifying the emotions he experiences and expressing them appropriately to evoke the responses he wants. William would benefit from skilled and sustained therapeutic help in this area of his development. Unfortunately, this assistance has not been available through Tayside NHS.

ADD ADDITIONAL PAGES IF REQUIRED

- viii What self care skills does the child/young person have? Are there any barriers to the child/young person achieving appropriate self care skills? If so, describe them.

William is fully self-caring, although like all boys of his age, he requires constant reminders. William is becoming quite fashion conscious and his personal presentation is excellent. He has recently had his ear pierced, with his mother's consent and carers' agreement.

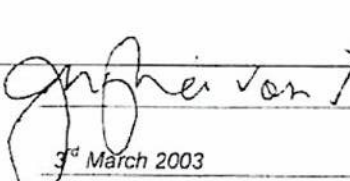
- 18 Please describe the child/young person's, and his/her family's, relationship with you since the last Review. (If this is the first Review, describe what has happened since the child/young person started to be looked after away from home). If there has been a change of social worker, what effect has this had on the child/young person and his/her family? Make sure you record positive developments as well as any problems.

William and I have met on a regular basis to discuss his progress in placement, his carer and family relationships and to work on issues around eg emotional development, life story etc. William generally has a comfortable and open relationship with myself and Maureen Petrie, who supervises family contact. William is well able to use his time with me, using it as a time to self-reflect. Since it became clear that the placement would be ending sessions with William have been increased to give him time to think through events and adjust to a very uncertain future. Mr Tarbett attended a meeting with Ms Aboim and myself to discuss William's progress and difficulties in placement and has been kept fully informed. Ms Robertson failed to attend this meeting and has been kept fully informed by letter.

- 19 Are there any other significant developments for the child/young person not outlined in Questions 16-18 above?

William will be dealing with numerous changes in his life this year - change of placement, change of school, becoming an adolescent and so forth. Many of these changes also include significant losses, to which can be added the failure of contact with his mother. He will need time, patience and positive attention to see him through this period.

- 20 I have checked this report for accuracy and completeness. [If applicable] The following questions have not been fully completed because:

Signed  Name INGRID VON ARNIM
(BLOCK CAPITALS)
Date 3rd March 2003 Designation SOCIAL WORKER

Unique Reference Number

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Looking After Children in Scotland: Good Parenting, Good Outcomes

REVIEW OF THE CARE PLAN

Part 6

Date of the Review Meeting

Name of child/young person

William Tarbett (dob 09.07.91)

Date of Review

Day

2

6

Month

0

3

Year

2

0

0

3

- 1 Have reports been received from the following?
(See Question 8 in social worker's report for those requested to submit a report).

Yes

No

Not Requested

Child/young person

☒
☐
☐

Mother

☐
☐
☐

Father

☐
☐
☐

Carer(s)/residential care worker

☒
☐
☐

Health professional

☐
☐
☐

Educational professional

☒
☐
☐

Other interested parties (please specify)

Social Worker

☒
☐
☐
☐
☐
☐
☐
☐
☐

2 Agenda for the Review

The agenda should be drawn up at the start of the Review. All those invited to the Review should have had an opportunity to read the reports prior to the Review. The chairperson should ensure that action on previous Review decisions, and all issues of progress, change, difficulty or concern in the reports, are put on the agenda for discussion.

Recommendations from last Review

Previous Placement

Present Placement

Education

Health

Contact

Any Other Issues

Future Plans

Care Plan

3 Record of Discussion of the Review

RECOMMENDATIONS FROM LAST REVIEW HELD ON 03.12.02

- 1 William to remain with [REDACTED] - met.
- 2 William to continue to attend Auchterhouse Primary School - met.
- 3 Respite care to be arranged for William - met.
- 4 Dental oversight to continue - ongoing.
- 5 Arrangements for transfer to secondary school to be continued - continuing.
- 6 Placement to be supported on a regular basis - met.
- 7 Contact arrangements to continue subject to review if necessary - met.

PREVIOUS PLACEMENT

Mrs [REDACTED] William's previous carer reported that it was acknowledged that there were some difficulties in the placement and they had come to a decision that they would be looking for a planned move for William towards the end of this school term. The Placement Team were trying to find another placement for William but there was not many available. Mrs [REDACTED] informed that there was one particular incident which happened a week past Saturday and within a matter of days a decision was taken by the department to move William sooner rather than later. It was noted that this decision was not made by Mr and Mrs [REDACTED]. A temporary arrangement was made for William to move to [REDACTED] ACE Carer on 19 March, 2003.

Ms Von Arnim, Social Worker reported that an Emergency Hearing was held on 20 March to change William's Named Place Order. Another Hearing is planned for 31 March, 2003 and this is still to take place.

PRESENT PLACEMENT

[REDACTED] ACE Carer reported that William seems to be getting on quite well and there have been no problems so far as he has been sticking to the rules. William informed that he has been getting up in the morning bright and early.

Ms Von Arnim, Social Worker confirmed that she has visited William in placement and [REDACTED] has been given all the information he requires.

Ms May, Resource Worker reported that the Day to Day Arrangement will be completed after this meeting.

Review Officer asked [REDACTED] about William's sleep pattern and he replied this is fine. Mr King informed that with regard to his diet William does enjoy his food. William stated that his favourite drink was "irn brew." Review Officer asked if William had enough clothes with him and [REDACTED] replied yes.

Review Officer asked if appropriate goodbyes had been done. Mrs [REDACTED] reported that there had been discussions about a possible visit next week but she is a bit concerned about this because of what William has been saying to her children at school. She informed she does not think this is appropriate at the moment because of the threats William has been making to her children although she does recognise the need for it to happen. Mrs [REDACTED] reported that perhaps William needs a bit more time before this can happen and she felt her family also needed a bit more time. She informed William that a lot is going to depend on him.

Review Officer asked William if he had all his belongings and he replied most of them. It was noted that William's bike is still with Mr and Mrs [REDACTED] and William said he does not want his bike until he moves on. Mrs [REDACTED] informed that she will make arrangements for William's bike and any other possessions to be given to the department to keep in their store for William.

Mr Tarbett asked if William's behaviour had deteriorated over the last six months as he understood he was doing well in placement. Mrs [REDACTED] informed Mr Tarbett that if he looked at minutes of previous meetings he would see that there was always something mentioned about William being aggressive and violent towards Mr and Mrs [REDACTED] children. She reported that professionals were always made aware of this on a fairly regular basis. Mrs [REDACTED] informed Mr Tarbett that a range of strategies were tried to help William but his behaviour started to accelerate about a year ago. Mr Tarbett stated that William has not seen his mother for quite a while and Review Officer noted there have been wider difficulties for William.

3 Record of Discussion of the Review - Cont

Review Officer reported that it was said at the last Review that Mr and Mrs [REDACTED] felt William needed to move on.

Ms May, Resource Worker reported that William placement with Mr [REDACTED] is only until 11 April, 2003. William confirmed that he was aware he would be staying with Mr [REDACTED] for three weeks.

EDUCATION

Review Officer noted that an Education Report had been received from Auchterhouse Primary School.

Mrs McCallum, Head Teacher asked if any discussions had taken place about William's education. She felt that it was important that William retained some continuity in his life by remaining at Auchterhouse Primary for the last term. Mrs McCallum reported that William is functioning below the standards of his peers and National Standards but being in a composite class and working with a variety of groups, he is making progress and is happy when he is praised.

Mrs McCallum reported that most days William does his work and other days he doesn't. Apart from one incident a few weeks ago William is not really aggressive at school. He does lose his temper a bit but school are not seeing the aggressive side of William. Mrs McCallum informed she was not aware William was making threats to Mr and Mrs [REDACTED] children.

Mrs McCallum informed that school have not really had a lot of problems with William although he is slightly less settled than he was initially. She stated this is fairly typical of Primary 7 children as they outgrow primary school.

Mrs McCallum reported that she has been in touch with learning support staff at Monifieth High School as she has to have things in place for William moving to secondary school. She informed that Monifieth High have a very good learning support which would be to William's advantage. Mrs McCallum informed that William needs to be in a group in the class and it would not be in his best interests to be treated in isolation.

Mrs McCallum informed those present that she is retiring a week on Friday but Auchterhouse Primary is a very small school and William is very close to all the staff there. She reported that a new Head Teacher will be appointed next term.

Review Officer explained the above discussions to William.

Review Officer asked Ms Von Arnim about the possibility of William remaining at Auchterhouse Primary as he is in his final term there and it is not in his best interests to be moved. Mr Tarbett agreed with this and William said that he wanted to stay at Auchterhouse Primary. Ms Von Arnim agreed but stated there would have to be further discussions about this taking into account his new placement.

HEALTH

Review Officer noted that William's general health is good and there are no concerns.

Mrs [REDACTED] informed that she would pass on any appointments she received for William but there is nothing outstanding at the moment. William is still waiting for a dental appointment and Mrs [REDACTED] informed she would pass this on when it comes to hand.

Ms May asked about William's Health Assessment Booklet and Mrs [REDACTED] agreed to look this out and pass it on.

CONTACT

Review Officer noted that William has contact with his father on a monthly basis and this has been predictable. William has not had any contact with his mother since December, 2002.

Review Officer asked William how he felt about not having contact with his mother and he confirmed that he was almost at the point of saying he did not want to see his mother any more.

Ms Von Arnim, Social Worker reported that contact will be discussed at the next Children's Hearing on 31 March, 2003 and William needs to think about what he wants so he can say this at the Hearing. She informed that she felt this has been a contributory factor in William's behaviour as he is aware of things that have happened in his mother's life.

Mr Tarbett informed that he gave William's mother to buy presents for all the children at Christmas and she did not even send a card. Ms Von Arnim advised Mr Tarbett that talking about his mother's present situation was upsetting William.

Review Officer informed Mr Tarbett that his contact with William has been consistent and the quality has been good. William's contact with his mother and his two half brothers has not been taking place. His contact with [REDACTED] has been sporadic but enjoyable.

Review Officer noted that Mr [REDACTED] has been in touch with [REDACTED] carer to ensure that his contact with William is maintained.

ANY OTHER ISSUES

Ms Von Arnim, Social Worker wished it noted that a placement has not yet been identified for William although one is being looked for.

Mrs McCallum, Head Teacher informed it must be difficult for William and the sooner he is in a secure placement the better. She felt in the circumstances he was dealing with this quite well.

Mrs [REDACTED] informed that the plan was to move William at the end of term and she wished it noted that the decision to move him quickly was not made by her although she understood the reasons for it. She reported it was not ideal from her prospectus.

Review Officer thanked Mrs [REDACTED] for her care of William.

CARE PLAN

William to remain in placement with Mr [REDACTED] ACE Carer until 11 April, 2003 noting that a placement is being sought for him.

4 Review Chairperson's Checklist

Have all the following been discussed at the Review? If the answer is no to any item, either discuss before moving on to the making recommendations/decisions, or confirm that it is not necessary/applicable at this Review.

		Yes	No	N/A
1	Recommendations/decisions of last Review and actions taken	☒	☐	☐
2	Legal Developments and any need for further legal change	☒	☐	☐
3	Need for/actions to be taken as a result of completion of an Assessment & Action Record	☐	☐	☒
4	Changes/progress in placement	☒	☐	☐
5	Use of sanctions	☒	☐	☐
6	Child/young person's safety	☒	☐	☐
7	Stability of placement	☒	☐	☐
8	Health/disability	☒	☐	☐
9	Learning/education/employment	☒	☐	☐
10	Identity	☒	☐	☐
11	Contact/family and social relationships	☒	☐	☐
12	Social presentation	☒	☐	☐
13	Emotional and behavioural development	☒	☐	☐
14	Self-care skills	☒	☐	☐
15	Relationship of child/young person and family with social worker	☒	☐	☐
16	Whether the period of looking after should end and, if so, the actions needed to achieve this	☐	☐	☒
17	If applicable, leaving care and after care arrangements	☐	☐	☒
18	If applicable, pursuit of a claim for criminal injuries compensation	☐	☐	☒

5 Recommendations/Decisions made at the Review:

Recommendations/Decisions and Action to be taken	By Whom	By When
1 William to remain in placement with [REDACTED] until 11.04.03	[REDACTED] William	Until 11.04.03
2 A Children's Hearing to be held on 31 March, 2003.	Ms Von Arnim	31.03.03
3 Contact arrangements with Mr Tarbett to continue.	All relevant parties	Ongoing
4 William to give consideration to whether he wants to have contact with his mother and inform Social Worker.	William	When ready
5 William's health medical record passed on to Link Worker.	[REDACTED]/Ms May	By 15.04.03
6 Contact to be arranged with [REDACTED] during the Easter holidays.	All relevant parties	Ongoing
7 Day to Day Agreement to be completed after this meeting.	Ms May	Immediately
8 William's bike and other possessions to remain with Mr and Mrs [REDACTED] meantime noting they will pass these on to the department to store until William is settled.	[REDACTED]	

Did anyone present at the Review not agree with any decision(s) or recommendation(s)?

Yes ☐ No ☒

If yes, please outline who and what and any action to be taken to resolve the disagreement(s)

6 Attendance at the Review

Please list all those who attended the Review and whether they should receive all/part of the record.

Name and Role/Relationship	Parts of the Record to be provided eg all reports, some reports (specify), minute, decision/recommendation only
<i>Mr W Chalmers, Review Officer</i>	
<i>Mrs E Whyte, Minute Taker</i>	
<i>Ms Von Arnim, Social Worker</i>	<i>Full Minute</i>
<i>Ms L May, Resource Worker</i>	<i>Full Minute</i>
<i>Mr D Tarbett, Father</i>	<i>Full Minute</i>
<i>William Tarbett, Young Person</i>	<i>Full Minute</i>
[REDACTED]	<i>Full Minute</i>
[REDACTED]	<i>Full Minute</i>
<i>Mrs S McCallum, Head Teacher</i>	<i>Full Minute</i>

List anyone invited who was unable/did not attend and whether they should receive all/part of the record

Name and Role/Relationship	Parts of the Record to be provided eg all reports, some reports (specify), minute, decision/recommendation only
<i>Ms G Aboim, Senior Social Worker</i>	<i>Full Minute</i>

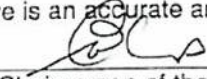
List anyone else who should receive all/part of the record.

Name and Role/Relationship	Parts of the Record to be provided eg all reports, some reports (specify), minute, decision/recommendation only
<i>Mrs M Moyes, Manager</i>	<i>Full Minute</i>

7 Date and time of next Review Day Month Year
at am/pm

Venue of next Review *To be arranged.*

Part 6 above is an accurate and complete record of the Review meeting.

Signed  Name BILL CHALMERS
Chairperson of the Review Meeting (BLOCK CAPITALS)

Date 26/03/03

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