

Cabinet – 17th December 2013

Title of report: Kirklees Family and friends (Connected Persons) Policy

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes this will affect all Wards. Savings are envisaged in the long term by reducing the number of Looked After Children.
Is it in the Council's Forward Plan?	No
Is it eligible for "call in" by Scrutiny?	Yes
Date signed off by <u>Director</u> & name	04/11/2013 Alison O'Sullivan
Is it signed off by the Director of Resources?	27/11/2013 David Smith
Is it signed off by the Assistant Director - Legal & Governance?	27/11/2013 Julie Muscroft
Cabinet member portfolio	Cllr Cath Harris Cllr Peter O'Neil

Electoral wards affected and ward councillors consulted: N/A

Public or private: Public

1. Purpose of report

The Care Planning, Placement and Case Review Regulations 2010 set out specific guidance for Local Authorities responsibilities for Family and Friends carers, now known as Connected Persons. This report will outline the support and services Connected Persons carers and young people in these placements can expect to receive from the Council. Every Local Authority is expected to have a policy outlining the responsibilities of the Council for supporting this cohort of people. This policy is attached for approval.

2. Key points

2.0 Background

There is a national recognition of the need to provide support to Family and Friends who care for children where they are unable to remain with their parents. Providing support to family and friends to care for children prevents the need for them to become or remain long term looked after. It enables the

child to be cared for within his/her familiar networks and secures permanence for them via a range of orders including Residence or Special Guardianship. Supporting alternative arrangements for these children is a significant part of the councils strategy to reduce the number of Looked After children.

2.1 Options

The Connected Persons policy is a statutory document identified in the Care Planning, Placement and Case Review Regulations 2010.

2.2 Cost Breakdown

The Connected Persons team comprises of 9fte posts and includes 1fte team manager, 1fte Senior Practitioner, 6fte Social Workers, and 1fte Community Care Officer. The total annual employee cost amounts to £353k and will be funded from within existing mainstream budget provision and therefore cost neutral.

As of 1 April 2013 Government's rules changed regarding the eligibility criteria for legal aid. As such there may be additional costs for the payment of legal fees for those foster carers wishing to pursue a Special Guardianship and Residency order through the courts with associated ongoing SGO and RO allowances to pay to carers which are means tested.

These costs need to be balanced against the longer term savings which will be made through the reduction in numbers of Looked After Children, and also against the clear benefits of long term permanence for those children this concerns.

2.3 Timescale

The Connected Persons team was established as of February 2013. When the policy is approved it will be published in the council's policies and procedures and a link put on the council website.

2.4 Expected Outcomes, Benefits and Risks

The policy details the support and services that Connected Persons Carers and the young people in those placements can expect to receive. Connected Persons carers, and young people in those placements can use the policy as a benchmark for the care they expect to receive. The policy will be linked into the Kirklees Compliments and Complaints process and have links with advocacy services through Children's Rights for young people to challenge the level or quality support and care they are receiving.

2.6 Sustainability

In terms of the sustainability of this policy as a whole it is predicated that the proposed strategy will achieve significant savings for the council in the longer term through the reduction in numbers of Looked After Children.

2.7 Services and agencies involved

This policy has been formulated following consultation with local Connected Person's carers, Grandparents Plus, as well as Social Work teams and

managers in Family Support and Protection working closely with this group of people on a regular basis.

3. Implications for the Council

The Care Planning, Placement and Case Review regulations 2010 set out clear expectations to Local Authorities to support Connected Persons carers.

Providing this support within the framework identified within the attached policy will be part of the strategy to reduce numbers of Looked After Children and ensure that children are able to achieve permanent and stable homes within their familiar networks where that is consistent with their welfare.

4. Consultees and their opinions

Consultation has taken place with local Connected Persons carers, including local members of Grandparents Plus, a national support group for Connected Persons.

Colleagues in the finance department have been consulted and contributed in the writing of the report.

Other Social Worker teams and managers in Family Support and Protection have also been consulted as the policy has been developed and a new dedicated Connected Persons team has been formulated.

5. Officer recommendations and reasons

It is recommended that the policy be approved and adopted.

6. Cabinet portfolio holder recommendation

Portfolio Holders recommend the policy is approved and adopted

7. Next steps

When the policy has been approved and endorsed it will be published.

8. Contact officer and relevant papers

Bev Paris, Head of Service, Corporate Parenting
Tel: 01924 482144 (861 2144)
Bev.paris@kirklees.gov.uk

Jane Lockwood, Ruth Cresswell, Team Managers, Connected Persons
Tel: 01924 323707
jane.lockwood@kirklees.gov.uk
ruth.cresswell@kirklees.gov.uk

Kirklees Council

Children and Young People Service

Family Support and Child Protection

Connected Persons Care
(Family and Friends)

July 2012

Introduction

“Most children are brought up by one or more of their parents, but it has been estimated that up to 300,000 children are cared for by a relative, friend or other person previously connected with the child.

‘Family and friends carers play a unique role in enabling children and young people to remain with people they know and trust if they cannot, for whatever reason, live with their parents’.

“Family and Friends Care, D of E 2010.”

Family and friends carers are relatives, friends and other people with a prior relationship with somebody else’s child, who are caring for him or her full time.

One of the common concerns expressed by family and friends carers is that they are not given clear information about the different legal options, the types of support available to them, details of any financial support available and the kind of social work involvement that will be necessary.

Within this document there is reference to the Connected Persons Team. This Local Authority has identified that there are specific needs and difficulties arising from this type of care and this team has been formed to respond to the needs of those connected persons and those they care for.

This booklet summarises Kirklees’ policy and procedures regarding family and friends care. Its primary aim is to give information about the various legal options open to family and friends carers, how family and friends carers can be supported, and where they can access additional advice and support from organisations that specialise in supporting families.

This booklet is not a comprehensive guide to every aspect of family and friends care and how the local authority works with family and friends carers. The booklet refers to other Kirklees procedures and policies which provide more detail. There may be times when it will be necessary to seek your own legal advice about the best option for your and the child’s situation.

(Wherever the term ‘parent’ is used, it includes those who may hold parental responsibility but who are not a birth parent.)

(Wherever the term 'looked after' is used – this means where the Local Authority have a formal responsibility for a child)

(Wherever the term 'Connected Persons' is used - this refers to the family and friends carer/giver, this can be a person who holds a Special Guardianship Order for a child, a family and friends foster carer, or a person who holds a Residence Order in respect of a child).

There may be some terms referred to in this document that you are not sure what they mean. There is a section at the back of the document that explains these terms.

Summary of Legal Options for Connected Persons (Family and Friends)

Informal Kinship Care

This is an arrangement made directly between the parent(s) and the informal kinship carer. Informal care happens if:

- The child is over sixteen (if not disabled) and/or
- The child is cared for by either a parent or a 'close relative'. A 'close relative' means grandparent(s), brother(s), sister(s), uncle or aunt (by full blood, half blood or by marriage or civil partnership) or a step parent(s) and/or
- The person looking after the child cares for them for less than 28 days and the person does not intend to accommodate them for 28 days or more.

The child is not a looked after child under this arrangement – and there is no need to formally notify the Local Authority of this.

The parents are the only people who have parental responsibility

An example of such an arrangement would be where your neighbour was looking after your children for a few days whilst you went into hospital for an operation. However, if the children ended up staying with your neighbour for more than 28 days – this then becomes private fostering and steps need to be taken to notify the Local Authority.

Private Fostering

This is a private arrangement where a child (under 16, or under 18 if disabled), is being cared for, for 28 days or more (or the intention is that the arrangement will last for 28 days or more), by anyone who is not a close relative and who does not have parental responsibility.

A close relative means grandparent(s), brother(s), sister(s), uncle or aunt (by full blood, half blood or by marriage or civil partnership) or a step parent(s).

The child is not a looked after under this arrangement. However, private foster carers must give the Duty & Assessment Team of Kirklees Children's Social Care at least 6 weeks' written notice of their intention to foster a child privately. If

you are already caring for a child who is privately fostered, you must notify Children's Social Care immediately.

Sometimes an arrangement that looks like informal kinship care is a private fostering arrangement. For example, a family friend or distant relative (like a cousin).

The parents are the only people who have parental responsibility.

Connected Persons Foster Care (Family and Friends)

There are lots of practical reasons why a child may not be cared for by its birth family. The child may be looked after voluntarily with the agreement of those holding parental responsibility. The child may be looked after and subject to a care order, interim care order or emergency protection order – where parental responsibility is shared between the Local Authority and the parents.

The Local Authority has a duty to look after certain children.

The duty arises if a child is found to be a 'child in need' (which will be assessed by a Social Worker) **and**

- There is no one with parental responsibility for them or
- The child has been abandoned or is lost or
- The carer cannot provide suitable accommodation for the child for whatever reasons or
- When a child is over 16 and the Local Authority consider his welfare is likely to be seriously prejudiced if accommodation is not provided

The Local Authority also has a responsibility to protect children, so that if it was concerned that a child was suffering or was at risk of suffering significant harm then the Local Authority can ask the court for a care order.

In all of these circumstances – the Local Authority is considered to be looking after the child and anyone caring for the child has to be an approved foster carer.

If a child is no longer able to stay with their birth family, and becomes a looked after child, Children's Social Care have a duty to give preference to a placement with a relative, friend or other person connected with the child, as long as this promotes the child's welfare.

If the child is looked after, friends or relatives have to go through an assessment and approval process before a child can be placed. The Local Authority has lots of duties that it must comply with when approving anyone as a foster carer.

In other cases, more permanent arrangements for Connected Persons Care are:

Residence Order

A Residence Order is an order from the court to say who a child should live with.

Relatives/Friends can apply for a Residence Order'. To be able to do this you must either be:

- A party to a (current or dissolved) marriage/civil partnership where the child was part of the family or
- A relative with whom the child has lived for one year immediately before the application or
- A person with the consent of those who hold a residence order or
- A person with the consent of the local authority, where child is in local authority care or
- A person with the consent of those with Parental Responsibility (if there is no residence order or care order in force) or
- A local authority foster carer with whom the child has lived for one year preceding the application or
- Anyone who the child has lived with for three of the last five years (the application must be made no later than three months from the date the child stopped living there).

If you do not fall into one of these categories you must get the permission of the court to apply for a Residence Order.

For some older children, or those for whom adoption is not appropriate, a Residence Order may be a good option.

You share parental responsibility with the parents of the child, but they do not have the right to interfere with the day to day management of the child's life. The Residence Order holder has the right to decide such matters. This arrangement lasts until the child is 16 or 18 in some circumstances.

Special Guardianship Order

Special Guardianship is applicable for a child of any age.

Relatives/Friends can apply for a Special Guardianship Order. To be able to do this you must either be:

- A guardian of the child or
- Anyone currently holding a residence order or
- A relative with whom the child has lived for one year immediately before the application or
- A person with the consent of those who hold a residence order or
- A person with the consent of the local authority, where child is in local authority care or
- A person with the consent of those with Parental Responsibility (if there is no residence order or care order in force) or
- A local authority foster carer with whom the child has lived for one year preceding the application or
- Anyone who the child has lived with for three of the last five years (the application must be made no later than three months from the date the child stopped living there).

If you do not fall into one of these categories you must get the permission of the court to apply for a Special Guardianship Order.

Special Guardianship does not completely break the legal link with the child's parent(s). However, it does mean that the Special Guardian can take most significant decisions about the child and their upbringing, without having to consult with the child's parent(s).

Adoption Order

Relatives/Friends can apply for an Adoption Order. To be able to do this either:

- Anyone can apply to adopt a child they have been caring for, when the child has lived with them for a total of 3 years out of the last 5 years.
- Anyone who is a local authority approved foster carer can apply for an adoption order after caring for a child for a year.
- The Local Authority has placed the child with you following obtaining a Placement Order or the parent has formally consented.

If you do not fall into one of these categories you must get the permission of the court to apply for an Adoption Order.

There are also rules about your age and whether you live in the UK.

Unless the child has been placed with you by an adoption agency, you must notify the local authority for the area where you live of your intention to apply for an Adoption Order . **Where the child is not placed by an adoption agency an** adoption application cannot be made until at least 3 months after the notification is received.

Adoption legally cuts the link with birth parents. So that you are legally the parent of the child and the birth parent has no right to interfere in the exercise of parental responsibility.

MORE DETAILED INFORMATION ABOUT EACH OPTION

Informal Kinship Care

This is an arrangement made directly between the birth parent(s) and the informal kinship carer. An informal kinship carer can be a friend or relative or someone else with a prior relationship with the child. The Local Authority does not have a duty to assess these arrangements unless it appears to the Local Authority that it is necessary to promote and safeguard a child in need in their area.

The child is not a looked after child under this arrangement.

Who has Parental Responsibility?

Parental Responsibility remains with the birth parent(s). The informal kinship carer is allowed to do what is reasonable to safeguard and promote the child's welfare.

What is the assessment and approval process?

There is no 'approval' process unless the child is privately fostered. This is an arrangement made by the child's parent(s). It is the child's parent(s) who make the decision about where the child will live. Informal kinship carers may request an assessment by the Local Authority.

If the Local Authority undertake an assessment, it will be an initial assessment **which may lead to a core assessment** (which is more detailed and takes up to 35 working days).

Any assessment would look at issues such as the impact of the arrangement, accommodation, financial arrangements, child care arrangements, education, contact arrangements and any particular difficulties of the child, parent or carer.

An assessment will ensure, so far as possible, that the child actively participates in the assessment and their wishes and feelings should be taken into account.

This process will lead to a decision as to whether the child in your care meets the criteria as a 'child in need'. This assessment will assist the parent(s)/those who hold parental responsibility to make a decision about who is most suitable for the child to live with and will assess the support needs of the child.

The assessment will be used to consider if the child meets the criteria to receive any support/services as a "child in need". If the child is a 'child in need' then the

LA will ensure that it considers the capacity and willingness of other family members to care for the child in the short and long term.

How long can the child/young person live in this arrangement?

For as long as the parent(s) are in agreement.

Will there be any supervision of the placement?

Not by Children's Social Care. It is the responsibility of the parent(s) to ensure that the child is being looked after properly.

Will the placement be reviewed?

No.

What services/resources will be available to support the placement?

Depending on the outcome of any assessment, Children's Social Care have the discretion to provide support services under Section 17 of the Children Act 1989. The type of support/services that are available are:

- A social worker or other worker from Children's Social Care may visit the child and their informal kinship carers – although the carers will not have access to a separate social worker.
- Support services for the family may be offered to the informal kinship carers and/or child.
- Local authorities have the power under Section 17 to give financial support to accommodation costs where this is assessed to be the most appropriate way to safeguard and promote the child's welfare whilst more permanent arrangements are put in place.

Any support offered is reviewed and will cease on the young person's 18th birthday, unless the young person has already acquired entitlement to support as a care leaver from having previously been looked after, or criteria is met for support from adult services.

Kirklees Family Information Service offers up to date quality information, advice and guidance on anything you might want to ask about when you are raising a family. The Family Information Service provides information and advice to any family with a child under 19. This includes information and advice on specialist services, support groups, mediation services and local contact centres.

Tel: **01484 414887**

Information, advice and guidance on a range of family matters can be accessed by the Family Information Directory on the internet which provides a range of information, advice and guidance on a range of family matters.

<http://www2.kirklees.gov.uk/community/familyInformation/search.aspx>

Local Children's Centres can be contacted to find out what support they could provide.

There are a number of activities targeting parents and carers which families may want to access throughout the week and these include, information, advice and guidance on a range of family issues, advice about child development, activities to support school readiness, parenting education and support, advice about access to work.

<http://www.kirklees.gov.uk/community/education-learning/child/parents/childrenscentres.shtml>

If additional support is required then an Early Help Assessment such as a Common Assessment (CAF) may be helpful to identify the support needs and help to access additional services. More information is available on the internet at

<http://www.kirklees.gov.uk/community/care-support/families-children/caf/cafparents.shtml>

Will there be any financial support available?

Financial responsibility to maintain the child remains with the parent(s).

Informal kinship carers can claim Child Benefit and if applicable Child Tax Credit and Disability Living Allowance if these are not being paid to the parent. You can find out more information by visiting the website, www.citizensadvice.org.uk.

You may be entitled for Guardians Allowance. This is payable by the government if you are looking after someone's child and both of the child's parents have died (in some circumstances you can get this payment if one parent has died).

Whilst each college has its own application process, the young person's entitlement to a 16 to 19 Bursary is usually based on the income of the informal kinship carers.

The Local Authority has discretion to give financial assistance, but there is no entitlement to financial support under section 17. In most cases the Local Authority would expect you to have been to have had benefits advice before you approach the Local Authority for financial assistance.

The level of financial support is calculated by the Local Authority and is based on benefit levels of support, based on the age of the child being cared for. The local authority works out the level of support to be provided to an informal kinship carer, based on the information provided to them by the social worker about the informal kinship carers circumstances. You need to be aware that any section 17 payments will be taken into account by the Benefits Agency as part of the means testing process

If financial support is considered it will be calculated using a financial assessment form and the Local Authority requires evidence as to your income and outgoings. The eligibility criteria for such payments are within the policy relating to s17 payments and you can request a copy of this policy and/or it would be discussed with you in the event this request was made.

The Local Authority also has the discretion to consider one off payments to you. Each case would have to be looked at carefully to assess whether such assistance under Section 17 is necessary.

A child informally cared for has no entitlement to leaving care support.

The Local Authority Social Workers cannot give you legal advice, so if you are unsure about any aspect of this or wish to discuss it with someone else, then you should consider getting your own legal advice by contacting: www.direct.gov.uk or you can telephone 0800 055 6688. Lines are open 8.00am- 6.00pm.

Private Fostering

This is a private arrangement whereby a child (under 16 years old, or under 18 if disabled), is being cared for, for 28 days or more (or the intention is that the arrangement will last for 28 days or more), by anyone who is not a close relative and who does not have parental responsibility.

A close relative means grandparent(s), brother(s), sister(s), uncle or aunt (by full blood, half blood or by marriage or civil partnership) or a step parent(s).

The child is not a looked after child under the arrangement. However, private foster carers and any one involved in making the arrangements and anyone with parental responsibility for the child must give Children's Social Care at least 6 weeks' written notice of their intention to foster a child privately. You and the parent must again contact Children's Social Care 48 hours before the child is actually going to start living with the carer. Care within 48 hours of the start of the arrangement.

If you are already caring for a child and you have only just found out that you need to notify Children's Social Care of the arrangement, you must do this immediately.

When notifying the Local Authority of private fostering arrangements you need to contact : Kirklees Council Duty & Assessment Team on 01924 326093. There is a list of information that you should provide to the Local Authority when notifying them of the arrangement at Annex A of this document. If you do not have all of this information do not let this delay you notifying the Local Authority.

Sometimes, an informal kinship carer can also be a private foster carer. For example, a family friend or distant relative (like a cousin).

After the child's 16th birthday the arrangement becomes one of informal care.

Who has Parental Responsibility?

Parental Responsibility remains with the parent(s).

What is the assessment and approval process?

Children's Social Care have a legal duty to check whether or not the arrangement is suitable. The carer does not become an approved LA foster carer.

A social worker will visit the private foster carer and the parent(s) to discuss the arrangement. The social worker will complete an assessment and carry out

reference checks with the police, probation service, local council, GP and education authority on the proposed carer. The Local Authority also has a duty to ensure the suitability of the members of their household.

The assessment will involve the social worker visiting the private foster carer at home and discussing a range of issues including their background and upbringing, parenting experience, relationships, support networks, the suitability of the accommodation, their health, financial situation and their relationship with the family of the child being privately fostered in particular contact arrangements.

An assessment will ensure, so far as possible, that the child is an active participant in the assessment and their wishes and feelings should be taken into account.

An assessment might include a family meeting in an attempt to resolve identified difficulties.

The social worker will write a report based on the information shared with them, and then Children's Social Care will make a decision about their suitability to be a private foster carer.

If the placement is agreed, then a written agreement should be drawn up between the private foster carer and the parent(s) to make it clear who is responsible for what. The Local Authority will also provide information about the requirements of future visits and about when you must contact them.

If information is obtained which suggest the child or young person may be a "Child in Need" the Manager may authorise a Child in Need core assessment and Child in Need Plan.

How long can the child/young person live in this arrangement?

For as long as the parent(s) and as long as Children's Social Care continue to agree that the carer is suitable to be a private foster carer.

Will there be any supervision of the placement?

Yes. Children's Social Care have a duty to visit children who are privately fostered at a minimum of every 6 weeks in the first year, and then every 12 weeks after that. The need to visit more frequently may be detailed by the Social Worker or their Manager or additional visits may be requested by the child or private foster carer.

Will the placement be reviewed?

Yes. A review of the plan for the child has to take place at least annually, and in some cases 6 monthly.

What services/resources will be available to support the placement?

As part of the assessment report the private foster carers needs should be identified and a plan of how these will be met drawn up. Where appropriate, private foster carers will be facilitated to access existing training available to other foster carers and other kinship carers. Private foster carers should also be helped to access community resources.

The private fostering social worker will provide information to private foster carers about the advice and support that is available from Children's Social Care and from other agencies. Where appropriate, and with the private foster carer's agreement, a referral will be made to other agencies. Where there is an identified need for support, which is not available from other agencies, consideration will be given as to whether this support should be provided by Children's Social Care under Section 17 of the Children Act 1989.

If the child you care for is disabled then after the age of 16 they meet the criteria as a 'qualifying child' for the provisions of the Leaving Care Act. To access Leaving Care Services please contact the Duty and Assessment Team on 01484 221000 and explain the circumstances.

Kirklees Family Information Service offers up to date quality information, advice and guidance on anything you might want to ask about when you are raising a family. The Family Information Service provides information and advice to any family with a child under 19. This includes information and advice on specialist services, support groups, mediation services and local contact centres.

Tel: **01484 414887**

Information, advice and guidance on a range of family matters can be access by the Family Information Directory on the internet which provides a range of information, advice and guidance on a range of family matters.

<http://www2.kirklees.gov.uk/community/familyInformation/search.aspx>

Local Children's Centres can be contacted to find out what support they could provide.

There are a number of activities targeting parents and carers which families may want to access throughout the week and these include, information, advice and guidance on a range of family issues, advice about child development, activities to support school readiness, parenting education and support, advice about access to work.

<http://www.kirklees.gov.uk/community/education-learning/child/parents/childrenscentres.shtml>

If additional support is required then an Early Help Assessment such as Common Assessment (CAF) may be helpful to identify the support needs and help to access additional services. More information is available on the internet at:

<http://www.kirklees.gov.uk/community/care-support/families-children/caf/cafparents.shtml>

Will there be any financial support available?

Any financial arrangement is made between the private foster carer and the parent(s) and will not involve Children's Social Care. These arrangements should be included in the written agreement so that everyone is clear about what has been agreed.

Private foster carers may be able to claim child benefit and if applicable child tax credit and disability living allowance, if these are not being paid to the parent(s).

If private foster carers are already claiming any benefits, including child benefit, they will need to inform the Department for Work and Pensions (DWP) that they are privately fostering a child. They should also let the DWP know about any money they are receiving for private fostering by visiting the website www.dwp.gov.uk.

Whilst each college has its own application process, the young person's entitlement to a 16 to 19 Bursary is usually based on the income of the carers.

For more information about private fostering please ask for a copy of "Somebody else's Child" information for parents and carers.

The Local Authority has discretion to give financial assistance, but there is no entitlement to financial support under Section 17. In most cases the Local Authority would expect you to have been to have had benefits advice before you approach the Local Authority for financial assistance.

The level of financial support is calculated by the Local Authority and is based on benefit levels of support, based on the age of the child being cared for. The Local Authority works out the level of support to be provided to a carer, based on the information provided to them by the social worker about the carers circumstances. You need to be aware that any Section 17 payments will be taken into account by the Benefits Agency as part of the means testing process.

If financial support is considered it will be calculated using a financial assessment form and the Local Authority requires evidence as to your income and outgoings. The eligibility criteria for such payments are within the policy relating to s17 payments and you can request a copy of this policy and/or it would be discussed with you in the event this request was made. The Local Authority also has the discretion to consider one off payments to you. Each case would have to be looked at carefully to assess whether such assistance under section 17 is necessary.

The Local Authority Social Workers cannot provide legal advice, so if you are unsure about any aspect of this or wish to discuss it with someone else, then you should consider getting your own legal advice.

Connected Persons Foster Care (Family & Friends)

If a child is no longer able to live with their birth family, and becomes a looked after child, Children's Social Care have a duty to give preference to a placement with a relative, friend or other person with a prior relationship with the child, as long as this promotes the child's welfare.

For a looked after child to be able to stay with relatives, they have to have gone through an assessment and approval process.

The child may be looked after voluntarily with the agreement of the parent(s) or may be looked after and subject to a care order, interim care order or emergency protection order.

Who has Parental Responsibility?

If the child is looked after voluntarily, under Section 20 of the Children Act 1989, parental responsibility remains with the parent(s). If the child is subject to a Care Order or Emergency Protection Order, Children's Social Care share parental responsibility with those who held it before the child was looked after.

What is the assessment and approval process?

If a child is looked after by the Local Authority, placements may only be made with a relative or friend if they have been assessed and approved as foster carers. There are various regulations that the Local Authority has to comply with. They are too lengthy to go into in this document and the Social Worker who is allocated to your case will explain these processes to you so that you are clear about what is expected of you, how you will be assessed and what support will be offered during the assessment process.

In emergency situations a temporary placement with a connected person may be agreed by a senior manager for a period of up to 16 weeks following an initial assessment. This can be extended in exceptional circumstances for a further 8 weeks.

To be a fully approved Connected Persons Foster Carer an assessment of the friends/relatives capacity to care for the child will be completed by the Fostering Team. This is a rigorous process that takes many weeks and involves a number of visits to them in their home, and the completion of a Form C. This goes into detail about things like their background and childhood, previous and current relationships/marriage, support networks, experience as a parent(s), their relationship with the child's family and other relevant issues.

Carers will need to provide details of their income and names of people who are prepared to act as referees for them.

An assessment will ensure, so far as possible, that the child actively participates in the assessment and their wishes and feelings should be taken into account.

Once the assessment is complete, the fostering worker will make a recommendation to the Fostering Panel. Prospective foster carers will be invited to attend the Fostering Panel if they would like to. The Fostering Panel makes a recommendation to the Agency Decision Maker who has the final decision about whether or not someone is approved as a foster carer.

For details as to these processes please look at www.kirklees.gov.uk/fostering

How long can the child/young person live in this arrangement?

For as long as the Local Authority considers the placement meets the child's needs and is in line with the care plan.

Will there be any supervision of the placement?

Yes. Children's Social Care have a duty to visit looked after children.

If you are a carer who has been approved on a temporary basis then arrangements will be made that the child is visited every week until the first review, thereafter every four weeks.

If you are a fully approved carer the child's social worker will visit the child within the first week of the child being placed, then at least every 6 weeks for the first year and then every 3 months if the child is settled with you.

You will also have a fostering social worker who will visit you every 6 weeks. The fostering social worker will explain the process of annual reviews of foster carers' approval, and how foster carers are offered opportunities for training and development.

Will the placement be reviewed?

Yes. Children's Social Care have a duty to formally review a looked after child's care plan within 28 days of the child becoming looked after, then within the next 3 months and then every 6 months until the child is no longer looked after. In addition the approval of the Foster Carers will be reviewed annually.

What services/resources will be available to support the placement?

Registered foster carers will be supported by a fostering social worker who will visit on a regular basis. Carers will be required to attend training courses and will be offered the opportunity to attend support groups.

The child will receive support including support for their health and education needs. The child's social worker will discuss with you what services/resources you or the child may need to ensure the child's needs are met in the placement.

At the age of 16, a young person who is subject to fostering becomes eligible for the provisions of the Leaving Care Act. If you are caring for a young person in these circumstances this matter would be formally considered during the regular reviews.

In addition to the specific support for the child and the foster carer there are general services available.

Kirklees Family Information Service offers up to date quality information, advice and guidance on anything you might want to ask about when you are raising a family. The Family Information Service provides information and advice to any family with a child under 19. This includes information and advice on specialist services, support groups, mediation services and local contact centres.

Tel: **01484 414887**

Information, advice and guidance on a range of family matters can be access by the Family Information Directory on the internet which provides a range of information, advice and guidance on a range of family matters.

<http://www2.kirklees.gov.uk/community/familyInformation/search.aspx>

Local Children's Centres can be contacted to find out what support they could provide.

There are a number of activities targeting parents and carers which families may want to access throughout the week and these include, information, advice and guidance on a range of family issues, advice about child development, activities to support school readiness, parenting education and support, advice about access to work.

<http://www.kirklees.gov.uk/community/education-learning/child/parents/childrenscentres.shtml>

Will there be any financial support available?

Yes. A weekly payment is made of an allowance to care for the child or young person. See the fostering policy for information and this will be discussed with you during an assessment.

Child Benefit and Child Tax Credits are not payable to foster carers for the child they are fostering.

Whilst each college has its own application process, a care leaver would be entitled to receive a 16 to 19 Bursary under the category of 'vulnerable student'.

The Local Authority Social Workers cannot give you legal advice , so if you are unsure about any aspect of this or wish to discuss it with someone else, then you should consider getting your own legal advice.

Residence Order

A Residence Order is an order from the court to say who a child should live with.

Relatives/Friends can apply for a Residence Order whether or not the child has been looked after.

The law enables relatives to apply for a Residence Order after having the child living with them for one year.

For some older children, or those for whom adoption is not appropriate, a Residence Order may be the best option.

Who has Parental Responsibility?

This is shared between the parent(s) and those to whom the Residence Order was given. However, the person with the Residence Order can make decisions to safeguard and protect the child and meet their day-to-day needs, without needing the permission of the child's parent(s).

You will need to discuss big decisions that need to be made with other parental responsibility holders – an example would be a decision about which school a child is to attend. There are rules about not being able to change the name of the child or removing them from the country for longer than one month– unless the others who hold parental responsibility agree.

What is the assessment and approval process?

Applications for a Residence Order are made through the court. There will be an assessment of the applicant's suitability and how well they could meet the child's needs. Any assessment would look at issues such as the impact of the arrangement, accommodation, financial arrangements, child care arrangements, education, contact arrangements and any particular difficulties of the child, parent or carer. The wishes and feelings of the child and their parent(s) will be taken into account.

An assessment might include a family meeting in an attempt to resolve identified difficulties.

If Children's Social Care have had previous involvement with the child or the child is looked after, they will be asked to carry out the assessment. If not, a CAFCASS (the Children and Family Court Advisory and Support Service) officer will undertake the assessment.

How long can the child/young person live in this arrangement?

A Residence Order lasts until the child is 16, although in exceptional circumstances the court can order it to continue until the child is 18.

Will there be any supervision of the placement?

No.

Will the placement be reviewed?

No. However, if a Residence Order allowance or support package is agreed by Children's Social Care, this will be reviewed on an annual basis. Any allowances are based on a means test which is reviewed annually so payments may change if your circumstances change.

What services/resources will be available to support the placement?

There is no automatic entitlement to support but the Local Authority has the discretion to provide services/support for the child/family under Section 17 of the Children Act 1989, if the child meets the criteria as a 'child in need'. Any support would be provided by the Connected Persons Team. This will be discussed during the assessment.

In addition to any specific support identified there are various sources of support locally.

Kirklees Family Information Service offers up to date quality information, advice and guidance on anything you might want to ask about when you are raising a family. The Family Information Service provides information and advice to any family with a child under 19. This includes information and advice on specialist services, support groups, mediation services and local contact centres.

Tel: **01484 414887**

Information, advice and guidance on a range of family matters can be access by the Family Information Directory on the internet which provides a range of information, advice and guidance on a range of family matters.

<http://www2.kirklees.gov.uk/community/familyInformation/search.aspx>

Local Children's Centres can be contacted to find out what support they could provide.

There are a number of activities targeting parents and carers which families may want to access throughout the week and these include, information, advice and guidance on a range of family issues, advice about child development, activities to support school readiness, parenting education and support, advice about access to work.

<http://www.kirklees.gov.uk/community/education-learning/child/parents/childrenscentres.shtml>

If additional support is required then an Early Help Assessment such as the Common Assessment (CAF) may be helpful to identify the support needs and help to access additional services. More information is available on the internet at

<http://www.kirklees.gov.uk/community/care-support/families-children/caf/cafparents.shtml>

Will there be any financial support available?

Child benefit will be payable and if applicable, child tax credit and disability living allowance, if they are not being paid to the child's parent(s).

There is no entitlement to financial support from the Local Authority, however the Local Authority will consider financial support in certain limited circumstances. The details of the criteria that are applied by the Local Authority are set out in the policy for financial support to holders of SGO, RO and AO. Allowances policy and will be discussed with you during the assessment process, this scheme is means tested and the Local Authority requires evidence as to your income and outgoings. Any payments are subject to annual review.

If you do not qualify for financial support under the Residence Allowance scheme the Local Authority is able to consider support under s17 as has been outlined above.

The Local Authority also has the discretion to consider one off payments to you. Each case would have to be looked at carefully to assess whether such assistance under section 17 is necessary.

Whilst each college has its own application process, the young person's entitlement to a 16 to 19 Bursary is usually based on the income of the carers. It may be that the young person qualifies to receive a bursary as a 'care leaver' – (see relevant child/former relevant child below).

The Local Authority Social Workers cannot give you legal advice, so if you are unsure about any aspect of this or wish to discuss it with someone else, then you should consider getting your own legal advice.

Special Guardianship Order

The Adoption and Children Act 2002 amended the Children Act 1989 introducing Special Guardianship Orders. Special Guardianship offers an option for children needing permanent care outside their birth family. It offers security without completely severing ties with the birth family.

Special Guardianship is applicable for a child of any age, unaccompanied minors where there are significant links with the birth family, or where the birth family cannot be found. It offers greater stability and legal security to a placement than a Residence Order.

Special Guardianship does not completely break the legal link with the child's parent(s). However, it does mean that the Special Guardian can take significant decisions about the child and their upbringing.

Who has Parental Responsibility?

Parental responsibility is shared between those who held parental responsibility before the Special Guardianship Order was made and those to whom the Special Guardianship Order is given.

However, Special Guardians can exercise parental responsibility to the exclusion of all others who share it. This means they can make most major decisions about the child's upbringing **without the need to obtain agreement from those with parental responsibility**.

They will need to get the consent of those they share parental responsibility with for some medical situations, and you cannot change the child's surname or remove the child from the United Kingdom for more than three months **without consent of the others with parental responsibility**.

What is the assessment and approval process?

If someone is intending to apply to a court for a Special Guardianship Order they must give the Local Authority 3 months written notice.

Once an application is made to the court for a Special Guardianship Order, the Local Authority will be asked to make an assessment and prepare a detailed report. This will be carried out by the Child's Social Worker, a Social Worker will be allocated if the child does not have one.

The child's social worker will complete the report. The report will include details about the child and their family, details about the carer and their family, their

background and childhood experiences, their experience as a parent(s), and relationship with the child's family.

An assessment will ensure, so far as possible, that the child actively participates in the assessment and their wishes and feelings should be taken into account.

Checks will also be made with the Police, Probation, Criminal Records Bureau, employers, GP, health and education.

They will need to give details of their financial situation, and the names of people who are willing to be referees.

An assessment might include a family meeting in an attempt to resolve identified difficulties.

Once the social worker has completed their assessment, they will make a recommendation to the court about the appropriateness of the Special Guardianship Order. The final decision about whether or not a Special Guardianship Order is granted lies with the court.

This is a complicated process, the Local Authority Social Workers cannot give you legal advice, so if you are unsure about any aspect of this or wish to discuss it with someone else, then you should consider getting your own legal advice.

How long can the child/young person live in this arrangement?

Until the child is 18, unless the order is varied or discharged by the court before the child is 18.

Will there be any supervision of the placement?

No.

Will the placement be reviewed?

Not necessarily. However, there will be an annual review of the special guardianship allowance if one has been agreed. If a Special Guardianship Support Package involves other services these will be formally reviewed on a regular basis.

What services/resources will be available to support the placement?

The Local Authority has a dedicated Connected Persons Team which provides ongoing advice and support for those families who require it. This will be discussed during the assessment process and support needs will be identified in the Special Guardianship Support Plan.

An assessment of support needs must legally be made during the preparation of the report for court, for all children who are looked after prior to the making of a Special Guardianship Order. A Special Guardianship Support Plan will be drawn up.

If you feel as if you need further support and assistance then if the child was looked after prior to the Special Guardianship order being made, then the Local Authority must undertake an assessment (unless there is a good reason for an assessment not being done). This assessment will be completed by the Connected Persons Team. **Please note that following the order being made you then move out of the area, then in some circumstances the new area will be responsible to further assess you.**

If after the making of the order you feel as if you need further support and assistance, if the child was not looked after prior to the Special Guardianship order then it is discretionary whether or not the Local Authority carries out an assessment. **The Local Authority would always explain properly if it decides not to undertake an assessment.**

You can contact the Connected Persons Team on 01484 221000.

In addition to specific support provided there are various sources of other support:

Kirklees Family Information Service offers up to date quality information, advice and guidance on anything you might want to ask about when you are raising a family. The Family Information Service provides information and advice to any family with a child under 19. This includes information and advice on specialist services, support groups, mediation services and local contact centres.

Tel: **01484 414887**

Information, advice and guidance on a range of family matters can be access by the Family Information Directory on the internet which provides a range of information, advice and guidance on a range of family matters.

<http://www2.kirklees.gov.uk/community/familyInformation/search.aspx>

Local Children's Centres can be contacted to find out what support they could provide.

There are a number of activities targeting parents and carers which families may want to access throughout the week and these include, information, advice and guidance on a range of family issues, advice about child development, activities to support school readiness, parenting education and support, advice about access to work.

<http://www.kirklees.gov.uk/community/education-learning/child/parents/childrenscentres.shtml>

If additional support is required then an Early Help Assessment such as the Common Assessment (CAF) may be helpful to identify the support needs and help to access additional services. More information is available on the internet at

<http://www.kirklees.gov.uk/community/care-support/families-children/caf/cafparents.shtml>

Will there be any financial support available?

This will be discussed with you during the assessment. A means tested special guardianship allowance is payable in certain circumstances for children who were looked after prior to the Special Guardianship Order being made. The criteria that is applied is set out in the policy for financial support to holders of SGO, RO and AO.

Any financial support agreed will be subject to annual review.

You may be able to claim child benefit and if applicable, child tax credit and disability living allowance, if these are not being paid to those who share Parental Responsibility with you.

If you receive benefits, receiving a special guardianship allowance may affect your benefits, and it would be advisable to seek advice about this. Advice would be available on www.direct.gov.uk or telephone 0800 055 6688.

If you do not qualify for financial support under the Special Guardianship Allowance payment scheme the Local Authority is able to consider support under Section 17 as has been outlined above.

The Local Authority also has the discretion to consider one off payments to you. Each case would have to be looked at carefully to assess whether such assistance under section 17 is necessary.

Whilst each college has its own application process, the young person's entitlement to a 16 to 19 Bursary is usually based on the income of the carers. It may be that the young person qualifies to receive a bursary as a 'care leaver' – (see relevant child/former relevant child below).

The Local Authority Social Workers cannot give you legal advice, so if you are unsure about any aspect of this or wish to discuss it with someone else, then you should consider getting your own legal advice.

Adoption Order

If a child has been placed with you by an Adoption Agency (this would mean that you had been approved as a prospective adopter by an Adoption Agency and you had been matched with a child by the Agency) – this is called an ‘agency adoption’ – and a different procedure applies.

If you are not in this situation (and most friends and family carers are not), you must notify the Local Authority for the area where you live of your intention to apply for an Adoption Order. An Adoption application cannot be made until at least 3 months after the notification is received.

Relatives, friends and private foster carers can apply to adopt a child they have been caring for, when the child has lived with them for a total of 3 out of 5 years. However if this is not the case, it is possible to apply for an Adoption Order if the court gives permission for this.

A friend or relative who is a Local Authority approved foster carer can apply for an Adoption Order after caring for a child for a year.

Who has Parental Responsibility?

You become the legal parent of the child when the Adoption Order is made. Parental responsibility is not shared with anyone else.

What is the assessment and approval process?

If someone is intending to apply to a court for an Adoption Order (and it is not an agency adoption) they must give the Local Authority 3 months written notice before they make their application.

When friends, relatives or private foster carers apply to a court to adopt a child they have been caring for, the court asks the Local Authority to prepare a report for the court about the applicants suitability to adopt the child, and whether adoption is in the best interests of the child.

An assessment will ensure, so far as possible, that the child actively participates in the assessment and their wishes and feelings should be taken into account.

This will involve visits from an adoption social worker, and discussion about various aspects of their relationships, family life, support network and relationship with the child’s family.

An assessment might include a family meeting in an attempt to resolve identified difficulties.

They will need to give details of their financial situation, and the names of people who are willing to be referees. Checks will also need to be undertaken with various agencies.

Once the report is provided to the court the final decision as to the adoption is made by the court.

If the child you are caring for is a looked after child (this means the carer will have to be an approved foster carer) and you want to adopt the child the process can be different dependent upon whether you progress via the agency or non agency route. If you are thinking about this, then you should discuss this with your fostering social worker will be able to advise about what steps are needed.

How long can the child/young person live in this arrangement?

It is a permanent lifelong relationship.

Will there be any supervision of the placement?

In a non agency adoption there is no duty to supervise the placement following an order being made. However, the court hearing the adoption application would expect the carer to allow the local authority to have sufficient opportunities to observe the child at home, in order for the Local Authority to be able to complete the required report for the court hearing.

Will the placement be reviewed?

No.

What services/resources will be available to support the placement?

Other than counselling, advice, information and assistance in relation to contact - there is no automatic entitlement to post adoption support when a child who has not been a 'looked after child', or a child who has not been placed by an adoption agency is adopted.

A request can be made that the Local Authority assesses for support services, but it is at the discretion of the Local Authority whether an assessment or services are provided.

Kirklees Family Information Service offers up to date quality information, advice and guidance on anything you might want to ask about when you are raising a family. The Family Information Service provides information and advice to any family with a child under 19. This includes information and advice on specialist services, support groups, mediation services and local contact centres.

Tel: **01484 414887**

Information, advice and guidance on a range of family matters can be access by the Family Information Directory on the internet which provides a range of information, advice and guidance on a range of family matters.

<http://www2.kirklees.gov.uk/community/familyInformation/search.aspx>

Local Children's Centres can be contacted to find out what support they could provide.

There are a number of activities targeting parents and carers which families may want to access throughout the week and these include, information, advice and guidance on a range of family issues, advice about child development, activities to support school readiness, parenting education and support, advice about access to work.

<http://www.kirklees.gov.uk/community/education-learning/child/parents/childrenscentres.shtml>

If additional support is required then an Early Help Assessment such as the Common Assessment (CAF) may be helpful to identify the support needs and help to access additional services. More information is available on the internet at

<http://www.kirklees.gov.uk/community/care-support/families-children/caf/cafparents.shtml>

Will there be any financial support available?

There is no automatic entitlement to financial support in circumstances where you are applying to adopt a child who has not been placed with you by an Adoption Agency. However, adopters can request to be assessed for financial support/ adoption allowances. This will be discussed with you during the assessment.

If a child has been placed with you by an Adoption Agency, there is a policy that outlines eligibility for an allowance. This would be discussed with you during the assessment.

You will be able to claim child benefit and if applicable, child tax credit and disability living allowance.

Whilst each college has its own application process, the young person's entitlement to a 16 to 19 Bursary is usually based on the income of the carers.

If you receive benefits, receiving any allowance from the local authority may affect your benefits, and it would be advisable to seek advice about this. Advice would be available on www.direct.gov.uk or telephone 0800 055 6688.

LEAVING CARE SUPPORT – GENERAL INFORMATION

The Local Authority has responsibilities towards certain groups of children to support them when they are leaving different sorts of caring arrangements.

Different sorts of support is available in different sorts of arrangements. A child in your care may fall into one of these categories. If you believe that they do – to discuss eligibility to Leaving Care Services please contact the Duty and Assessment Team on 01924 326093 and explain the circumstances.

The different groups of children who you should approach the Local Authority about are:

ELIGIBLE CHILD

Is a child who is;

- a. looked after AND
- b. aged 16 or 17 AND
- c. has been looked after by a local authority for a total period of 13 weeks, which began after they reached their 14 birthday and ended after their 16th birthday.

RELEVANT CHILD

Is a child who is;

- a. not looked after AND
- b. aged 16 or 17 AND
- c. was an 'eligible child' when they were last looked after
or
at the time they were 16 was detained either in prison or hospital AND before detention had been looked after for a period of 13 weeks, which began after they reached their 14th birthday.

BUT a child stops being a 'relevant child' if they stay with someone who has parental responsibility for them (or had parental responsibility for them immediately before a care order was made) for a continuous period of six months

FORMER RELEVANT CHILD

Is a person who is:

- a. aged 18 or over AND
- b. has been a 'relevant child' and would be one if they were under 18
or
Was an 'eligible child' immediately before their 18 birthday

If you are a former relevant child and you are aged under 25 and you have decided that you want to pursue further education or training – you can get support in some circumstances. .

QUALIFYING CHILD

Is a person who is:

aged at least 16 but is under 21 (or up to aged 25 if in full time education), and

- i. was/is subject to a special guardianship order and was looked after immediately before the making of that order, or
- ii. at any time after reaching the age of 16 but while he was still a child was, but is no longer, looked after, accommodated or fostered.

Please note that a privately fostered child **does not fall into this category as after the age of 16 the arrangement becomes informal** – unless the child is disabled and the arrangement continues until the child is 18.

COMPLAINTS

As with any service provided by the Local Authority you are entitled to complain if you are unhappy with the service that you have received.

Initially you should take up any issues with the Social Worker you are dealing with or their Line Manager.

If you are still unhappy about the service that you have received you can make a formal complaint by contacting:

Directorate for ChYPS
Complaints
Civic Centre 1
First Floor
High Street
Huddersfield
HD1 2NF

Tel: 01484 225140

Email: yasmin.mughal@kirklees.gov.uk

Appendix 1 Glossary and Definitions

Care Plan	Means the plan for the future care of a looked after child prepared in accordance with Part Two of the Care Planning, Placement and Case Review (England) Regulations 2010.
Child In Need	Defined in section 17 of the Children Act 1989 which provides that a child shall be taken to be in need if: (a) he/she is unlikely to achieve or maintain, or to have the opportunity of achieving or maintaining, a reasonable standard of health or developments without the provision for him of services by a local authority under this part or; (b) his/her health or development is likely to be significantly impaired, or further impaired without the provision for him of such services or; (c) he/she is disabled.
Child	Means a person under the age of 18.
Connected Person	Means a relative, friend, or other person connected with a looked after child. This could include someone who knows the child in a professional capacity such as a child minder, teacher or youth worker.
Family & Friends	Means a relative, friend or other person with a prior connection to someone else's child who is caring for that child full-time.
Carer	A connected person might also be a family and friends carer. The child who is cared for by family and friends carer may or may not be looked after by the local authority.
Foster Carer	Means a person who was approved as a local authority Foster parent either by a local authority or an independent fostering provider in accordance with Regulation 27 of the Fostering Services (England) Regulations 2011 or Regulation 24 of the Care Planning, Placement and Case Review (England) Regulations 2010.
Informal	Means any arrangements where child is living with the family and friends carer who does not have parental responsibility for the child. References to informal
Arrangement	Arrangements in this policy do not include arrangements where

the child is looked after by the Local Authority, where the child is privately fostered, placed for adoption or subject to a Residence or Special Guardianship Order. All of these arrangements are subject to statutory legislation which does not apply to informal arrangements.

Looked After Child	Means a person under 18 who is subject to a care order or interim care order under section 31 or 38 of the Children Act 1989, or Section 20 1989 Children Act.
Parent	In relation to a child, includes any person who has parental responsibility for the child.
Parental Responsibility	Has the meaning given by section 3 of the Children Act 1989, being all the rights, duties, powers responsibilities and authority which by law a parent of a child has in relation to the child and his property.
Placement Plan	Means a document drawn up by the child social worker in consultation with the connected person to clarify how the day-to-day parenting tasks will be shared between the connected person and the local authority. The plan may also include the financial arrangements.
Private Fostering	Means an arrangement where the child who is under 16 (or 18 if disabled) and who has not been provided with accommodation by the Local Authority, is cared for and accommodated by someone who does not have parental responsibility for him and is not a relative, and the arrangement continues for a period of 28 days or more always intended to do so.
Relative	Means Grandparent, Brother, Sister, Uncle or Aunt (whether full blood or half-board or by marriage or civil partnership) or step-parent, As defined in section 105 of the Children Act 1989.
Responsible Authority	Means, in relation to a looked after child, the Local Authority or Voluntary organisation as the case may be, responsible for the child is placement.

Appendix 2 – Useful Contacts and Information for Family and Friends Carers

Action for Prisoners' Families

Works to reduce the negative impact of imprisonment on prisoners' families. Produces publications and resources, and provides advice, information and training as well as networking opportunities.

www.prisonersfamilies.org.uk

Address: Unit 21, Carlson Court, 116 Putney Bridge Road, London, SW15 2NQ

Tel: 020 8812 3600

E-mail: info@actionpf.org.uk

Advice line: 0808 808 2003

info@prisonersfamilieshelpline.org.uk

Addaction

Offers a range of support developed for families and carers affected by substance misuse.

www.addaction.org.uk

Address: 67-69 Cowcross Street, London EC1M 6PU

Tel. 020 7251 5860

Email: info@addaction.org.uk

Adfam

Works with families affected by drugs and alcohol, and supports carers of children whose parents have drug and alcohol problems.

www.adfam.org.uk

Address: 25 Corsham Street, London N1 6DR

Tel: 020 7553 7640

Email: admin@adfam.org.uk 50

Advisory Centre for Education (ACE)

Offers free independent advice and information for parents and carers on a range of state education and schooling issues, including admissions, exclusion, attendance, special educational needs and bullying.

www.ace-ed.org.uk

Address: 1c Aberdeen Studios, 22 Highbury Grove, London N5 2DQ

General advice line: 0808 800 5793

Exclusion advice line: 0808 800 0327

Exclusion information line: 020 7704 9822 (24hr answer phone)

BeGrand.net

Website offering information and advice to grandparents, plus online and telephone advice.

www.begrand.net

Helpline: 0845 434 6835

British Association for Adoption and Fostering (BAAF)

Provides information and advice about adoption and fostering and publishes resources.

www.baaf.org.uk

Address: Saffron House, 6-10 Kirby Street, London EC1N 8TS

Tel: 020 7421 2600

Email: mail@baaf.org.uk 51

Children's Legal Centre

Provides free independent legal advice and factsheets to children, parents, carers and professionals.

www.childrenslegalcentre.com

Address: University of Essex, Wivenhoe Park, Colchester, Essex CO4 3SQ

Tel: 01206 877 910

E-mail: clc@essex.ac.uk

Child Law Advice Line: 0808 802 0008

Community Legal Advice - Education: 0845 345 4345

Citizens Advice Bureaux

Helps people resolve their legal, money and other problems by providing free, independent and confidential advice through local bureaux and website.

www.citizensadvice.org.uk

Department for Education

Lists details of telephone help lines and online services to provide information, advice and support on a range of issues that parents and families may face in bringing up children and young people.

www.education.gov.uk/childrenandyoungpeople/families

Family Fund Trust

Helps families with severely disabled or seriously ill children to have choices and the opportunity to enjoy ordinary life. Gives grants for things that make life easier and more enjoyable for the disabled child and their family.

www.familyfund.org.uk

Address: 4 Alpha Court Monks Cross Drive York YO32 9WN

Tel: 0845 130 4542

Email: info@familyfund.org.uk

Family Rights Group (FGR)

Provides advice to parents and other family members whose children are involved with or require children's social care services because of welfare needs or concerns. Publishes resources, helps to develop support groups for family and friends carers, and runs a discussion board.

www.frg.org.uk

Address: Second Floor, The Print House, 18 Ashwin Street, London E8 3DL

Tel: 020 7923 2628

Advice line: 0800 801 0366

Email: advice@frg.org.uk

The Fostering Network

Supports foster carers and anyone with an interest in fostering to improve the lives of children in care. Publishes resources and runs Fosterline, a confidential advice line for foster carers including concerns about a child's future, allegations and complaints, legislation and financial matters.

www.fostering.net

Address: 87 Blackfriars Road, London SE1 8HA

Email: info@fostering.net

Tel: 020 7620 6400

Fosterline: 0800 040 7675

Email: fosterline@fostering.net

The Grandparents' Association

Supports grandparents and their families, especially those who have lost or are losing contact with their grandchildren because of divorce, separation or other family problems, those caring for their grandchildren on a full-time basis, and those with childcare responsibilities for their grandchildren.

www.grandparents-association.org.uk

Address: Moot House, The Stow, Harlow, Essex CM20 3AG

Tel: 01279 428040

Helpline: 0845 434 9585

Welfare benefits advice and information: 0844 357 1033

Email: info@grandparents-association.org.uk

Grandparents Plus

Champions the role of grandparents and the wider family in children's lives, especially when they take on the caring role in difficult family circumstances.

Address: Grandparents Plus, 18 Victoria Park Square, Bethnal Green, London E2 9PF

Tel: 020 8981 8001

Email: info@grandparentsplus.org.uk

Mentor UK

Promotes the health and wellbeing of children and young people to reduce the damage that drugs can do to lives.

www.mentoruk.org.uk

Address: Fourth Floor, 74 Great Eastern Street, London EC2A 3JG

Tel: 020 7739 8494

Email: admin@mentoruk.org 54

Family Mediation Helpline

Provides information and advice about family mediation services and eligibility for public funding. 08456 026627

www.familymediationhelpline.co.uk

National Family Mediation (NFM)

Provides mediation services to support couples who are separated, and their children and others affected by this.

www.nfm.org.uk

Address: 4 Barnfield Hill, Exeter EX1 1SR.

Tel: 0300 4000 636

general@nfm.org.uk

Partners of Prisoners and Families Support Group

Operates helpline and provides a variety of services to support anyone who has a link with someone in prison, prisoners and other agencies.

www.partnersofprisoners.co.uk

Address: Valentine House, 1079 Rochdale Road, Blackley, Manchester M9 8AJ

Tel: 0161 702 1000

Offenders' Families Helpline Tel: 0808 808 2003

Email: info@prisonersfamilieshelpline.co.uk

Prison Advice and Care Trust (PACT)

Provides practical and emotional support to prisoners and to their children and families. The Kinship Care Support Service provides support and advice to family members and friends who care for children whose parents are in HMP Holloway.

www.prisonadvice.org.uk

Address: Park Place, 12 Lawn Lane, Vauxhall, London SW8 1UD

Telephone: 020 77359535 55

Parents Against Drug Abuse (PADA)

Delivers support and services to the families of substance users, including a national helpline.

www.pada.org.uk

Address: The Foundry, Marcus Street, Birkenhead CH41 1EU

Phone: 0151 649 1580

National Families Helpline: 08457 023867

Parentline Plus

Provides help and support in all aspects of family life, including information, an online chat facility and a 24 hour helpline.

www.familylives.org.uk

Address: CAN Mezzanine, 49-51 East Road, London N1 6AH

Tel: 020 7553 3080

24hr Advice line: 0808 800 2222

Email: parentsupport@familylives.org.uk

TalktoFrank

The government's national drugs helpline which offers free confidential drugs information and advice 24 hours a day.

Information and advice is also available via the website. www.talktofrank.com

24 hour advice line: 0800 77 66 00

Text: 82111

Email: frank@talktofrank.com

Voice

Advocacy organisation for children living away from home or in need.

www.voicep.org

Address: 320 City Road, London EC1V 2NZ

Tel: 020 7833 5792

Young person's advice line: 0808 800 5792

Email: info@voicep.org

Young Minds

Works to improve the emotional wellbeing and mental health of children and young people and empowering their parents and carers. www.youngminds.org.uk

Address: 48-50 St John Street, London EC1M 4DG

Tel: 020 7336 8445

Parents helpline: 0808 802 5544

