



BEDFORD
BOROUGH COUNCIL



Care Plan Reviews

Information for
parents, carers and families

This leaflet explains the plans in place to help look after your child/ren and the Review process.

What is a Care Plan?

If your child/ren is being looked after by Bedford Borough Council, the law says that we must write a plan which shows how we will look after your child/ren. The actions agreed in the Assessment help us to decide what should be in the Care Plan.

The Care Plan is a document which must include information about:

- Where your child/ren is living
- Health
- Education
- Race, religion and culture
- Contact

It is normally completed before your child/ren comes into care, but in an emergency it might be completed as soon as possible, after they come into care.

Do I have a say?

Yes – we encourage parents and carers to have a say in what should be in the Care Plan. You, your child/ren and your child/ren's Social Worker will all work together to agree the Care Plan.

What is a Review?

There will be regular meetings called 'Reviews' where your child/ren's care and the plans for their future will be discussed; you will have a chance to say what you think at these meetings.

The Independent Reviewing Officer (IRO) will chair the Review meeting and will check your child/ren's case and makes sure your child/ren's Social Worker and the Local Authority is doing what they should and that your child/ren's placement is right for them.

Your IRO will talk to your child/ren by themselves before every Review meeting to make sure they are happy and to check how things are going.

By law, we must hold these meetings at specific times:

- If placed in an emergency - within 72 hours of your child/ren becoming looked after
- The first Review is held within 20 working days of your child/ren becoming looked after
- The second Review is held within three months of the first meeting
- After the second Review, meetings will be held at least every six months until your child/ren is no longer looked after.

Can I come to the Review?

Yes - we encourage parents and carers to attend each Review meetings and there will be opportunity at each meeting for you to say what you think about the Care Plan.

Who else will be there?

Other people who could be there include:

- Your child/ren
- Your child/ren's Social Worker and carer(s)
- Other professionals who may work with your family such as health visitors or a teacher
- A person who chairs the meeting (known as an Independent Reviewing Officer (IRO))
- Any other person your child/ren may want there if appropriate.



What if I don't want to come?

It is best if you do so that everyone can listen to your views. You have the right to be supported by someone at the meeting, but if you feel you cannot come we would like you to talk to your child/ren's Social Worker or someone who will put your views across, for example a friend or advocate.

Before the meeting

Before the meeting, the IRO will talk to you to ask if you have any views you want to share with other people coming to the meeting. They will give you the opportunity to talk at the meeting.

What is discussed at the meeting?

As well as the Care Plan for your child/ren, a few other plans are written which go into a bit more detail about their health and education and about keeping safe. These plans are also looked at in the meeting.

Why are notes taken and what happens to them?

The notes are taken as a record of the meeting so that those involved in the meeting can see what they must do to support you and your child/ren.

After the meeting has taken place, these notes are put into a report which will be shared with you and with those who attended the meeting.

What if I need help to take part in the meeting?

If your first language is not English, your child/ren's Social Worker can arrange for an interpreter to come to the meeting if you want.

If you have any speech or hearing difficulties, your child/ren's Social Worker will make sure you get the support you need.



For more Information

If you need more information about Care Plans and Reviews, please contact your child/ren's Social Worker.

Alternatively you can contact one of these teams

Conference and Review team

5th Floor, Borough Hall
Cauldwell Street
Bedford
MK42 9AP

Telephone: 01234 718022

Email: conferenceandreviewdutydesk@bedford.gov.uk

The Fostering Team

5th Floor, Borough Hall
Cauldwell Street
Bedford
MK42 9AP

Telephone number: 01234 718718

Email: adoptionandfostering@bedford.gov.uk

Permanency Team

5th Floor, Borough Hall
Cauldwell Street
Bedford
MK42 9AP

Telephone number: 01234 228689

Finding out more

If you would like further copies, a large-print copy or information about us and our services, please telephone or write to us at our address below.

Për Informacion

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برای اطلاع

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Informacja

للمعلومات

ਜਾਣਕਾਰੀ ਲਈ

Za Informacije

Per Informazione

 01234 267422

 **Children's Services**
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