

## Children's Services

### Reviews - A Guide for Parents



Children's Services have a number of legal duties towards children they are "looking after" - whether these children are in accommodation with the consent of their parents, or in care following a Court Order. As well as general duties to safeguard and promote the welfare of the child, and make written plans in consultation with their parents and family, Children's Services must hold regular meetings to review the Care Plan and the child's progress generally.

These meetings are called Reviews and this booklet will explain when they must be held, and what happens at them.

#### **What is a Review?**

A Review is a regular meeting of those closely concerned with the care of your child, to look at the current arrangements for their care and plan for the future. The first Review must be held four weeks after your child starts to be looked after and the second Review must be no later than 3 months after that. After the second Review, Children's Services must hold further Reviews at least every six months.

#### **Can I attend my child's Review?**

You will be able to attend all the review meetings, unless there is a specific reason why not, which must be given to you in writing.

#### **What should happen before, during and after a review?**

Children's Services must consult you fully before the review takes place, and discuss your child's progress with you before the meeting. The meeting should look at the following:

1. The progress being made by your child in their placement
2. The plan for your child - this should be in writing and you should have a copy of it
3. Whether changes need to be made to the plan, or to any other arrangements relating to your child's care
4. Whether your child's cultural, educational and health needs are being met
5. Whether the arrangements for contact are satisfactory for you and your child

Our first concern, as in all our work with children and families, is to ensure that the needs and the best interests of the child are the main focus of the meeting. The child (if old enough) will be invited to attend the review and the person who is chairing the meeting should ensure that his or her wishes and feelings are known and taken into account in discussing the plan and making any decisions to change it.

To be sure of getting your views across at the review, you could consider putting them in writing in a consultation leaflet, which your child's Social Worker can give you. You could also ask a friend to attend the review with you. If for any reason you are unable to come, you should put any points you want considered in writing to the person who is chairing the meeting.

After the review (whether you go to the meeting or not), Children's Services must send you a written note of what was discussed, and what decisions are made. You may ask to see your child's Social Worker personally to explain the decisions and you will be told who to contact if you disagree with any of them.

The name of your child's Social Worker is:

Telephone number:

If you disagree with any of the decisions made about your child, you should contact the Team Manager:

Telephone number:

If things are still not sorted out, then you can contact the Consumer Relations Officer. If you do not have a leaflet "Comments, Compliments & Complaints", please ask your child's Social Worker.

**If you need help communicating in English, please contact:  
Ethnic Access Link: Tel: 01905 25121**

**Albanian**

Në qoftë se keni nevojë për të komunikuar në anglisht, kontaktoni:  
Ethnic Access Link: Tel: 01905 25121

**Arabic**

إذا أردت مساعدة للتخاطب باللغة الإنجليزية يرجى الاتصال بـ:  
Ethnic Access Link: Tel: 01905 25121

**Bengali**

যদি আপনার স্পংরাজি কথা বলতে/বুঝতে সাহায্যের প্রয়োজন হয় তবে কৃপা  
করে যোগাযোগ করুন। Ethnic Access Link: Tel: 01905 25121

**Chinese**

假如你需要別人幫助你用英語交流，請聯絡：  
Ethnic Access Link: Tel: 01905 25121

**Farsi**

اگر احتیاج به مترجم انگلیسی دارید لطفاً تماس بگیرید:  
Ethnic Access Link: Tel: 01905 25121

**Italian**

Se avete bisogno di aiuto per comunicare in inglese, rivolgetevi a:  
Ethnic Access Link: Tel: 01905 25121

**Japanese**

英語で助けがお入用の際には、こちらへご連絡ください。

Ethnic Access Link: Tel: 01905 25121

**Polish**

Jeśli potrzebujesz pomocy w zakresie porozumiewania się w języku  
angielskim, skontaktuj się z: Ethnic Access Link: Tel: 01905 25121

**Portuguese**

Se precisar de ajuda em comunicar em inglês, por favor contacte:  
Ethnic Access Link: Tel: 01905 25121

**Punjabi**

ਜੇ ਤੁਹਾਨੂੰ ਅੰਗਰੇਜ਼ੀ 'ਚ ਗੱਲਬਾਤ ਕਰਨ ਦੀ ਲੋੜ ਹੋਏ ਤਾਂ ਕਿਰਪਾ ਸੰਪਰਕ ਕਰੋ:  
Ethnic Access Link: Tel: 01905 25121

**Russian**

Если Вам необходима помощь, чтобы общаться на английском,  
пожалуйста, свяжитесь с: Ethnic Access Link: Tel: 01905 25121

**Turkish**

İngilizce iletişim kurmak için yardım isterseniz, lütfen bizimle temasa  
geçiniz: Ethnic Access Link: Tel: 01905 25121

**Ukranian**

Якщо Вам необхідна допомога для спілкування англійською, будь  
ласка, зв'яжіться з: Ethnic Access Link: Tel: 01905 25121

**Urdu**

انگریزی میں تبادلہ خیال کرنے کے لیے اگر آپ کو مدد درکار ہو تو براہ کرم مندرجہ ذیل پتے پر رابطہ کریں۔  
Ethnic Access Link: Tel: 01905 25121

