

## Children's Services

### Reviews - A Guide for Children and Young People



This booklet is for children and young people who are being looked after by Children's Services. It tells you what you can expect and answers some of the basic questions you may have. We have tried to keep this page simple and straightforward. If you want to know more - ask!

#### **What are review meetings?**

They are meetings which Children's Services must hold for all young people who are looked after. Reviews give you the chance to say what you want to happen in your life. You can ask for a review to take place at any time.

The most important person at a review meeting is you!

By going to your review, you will have a say in the decisions that affect your life.

#### **Before your review**

- you should know what is going to be talked about

#### **At your review**

- you must be listened to
- you may take someone with you to speak on your behalf

#### **And afterwards**

- you should get a written copy of the decisions that are made

## **REMEMBER - IT'S YOUR MEETING**

**Where are reviews held?** Reviews may be held anywhere, at any time, at a place where you will feel comfortable. You should be asked about where you would like the review to be held.

**When do reviews take place?** The time and date should suit you. You may ask for a review to be held after school.

**Who goes to reviews?** Reviews are about you so you should be there. Usually parents, carers and social workers attend. Other people may also be asked to come if they can help you and your family. If there is someone you don't want to be there, or someone you do, tell your social worker. There should be a way around this.

**Can anyone else go?** You may take a friend to the review. Anyone who has something important to say about you may also attend if you want them to.

**Must I sit next to my social worker at a review?** No, you can choose where to sit. It is up to you to decide. If you think about it before the meeting, this will make it easier. Tell the person who is chairing the meeting if you need to.

**How long will it last?** The meeting shouldn't last for more than one hour. You should be told at the beginning of the meeting about how long it will last.

**Must I go to this meeting?** No, but it is best for you to go. The meeting is about you and your future. You should be there so that you can say what you want to happen. It may help you to write your views down in a consultation leaflet which your social worker or carer will give you. You can choose someone to help you with this. You can give the leaflet to the person chairing your review, who will talk with you about how you want to share what you have written.

### **Why must Children's Services hold regular reviews?**

- to make sure that your care plan is the best for you
- to make sure that the plans made for you are being carried out
- to decide whether the plans should be changed in any way
- to make new plans for the future

## **CARE PLANS**

### **I keep hearing about care plans. What are they?**

A care plan sets out what you need, how you are going to be cared for, and why.

### **Is that it?**

No, the plan should also say who is going to do what, and when they will do it. It should also say when the plan will be looked at again.

### **Who makes the care plan and who gets a copy?**

Usually it is written out after talking with you and everyone involved in caring for you.

You, your parents and carers are given a copy. The care plan is discussed at every review meeting.

Care plans should be kept safely in case you need them in the future. Also you might like to look back on the decisions and plans that have been made. If you lose your care plan we can give you another copy.

### **Sounds like a good idea to me so far. How does it work?**

If what is in your care plan doesn't happen you can talk to your carer, social worker or the chairperson of your review. If you are really not satisfied you can make a complaint. There are some notes about how to do this at the end of this booklet.

### **So, are care plans papers that show what will happen to me in the future?**

Yes. Every child or young person who is looked after should have a care plan. If you are being looked after you should have a care plan. If you don't, ask!

### **What is in a care plan?**

Your care plan should state:

- your name, and date of birth. What the aim of the plan is and how long it should take to achieve it.
- whether you are going to see or make contact with your family and how often.
- where you will go to school and any help you need with schooling.
- any medical or other help you need.
- details of any court orders that may concern you

### **How often must reviews be held?**

A review meeting must be held within four weeks of when a young person is first looked after by Children's Services. They are then held within the next three months and then within six months.

If a lot is happening or there is a problem, reviews may be held more often. You can ask for a review to take place if you are unhappy and want to change the arrangements that have been made.

### **IF THINGS DON'T SEEM RIGHT TALK TO SOMEONE YOU TRUST**

- **the people who look after you**
- **your social worker**
- **the team manager, or chairperson of your review**
- **a member of your family**
- **your teacher**

If things are still not sorted out, or there is nobody you want to discuss things with, then you can contact the Consumer Relations Officer.

Your social worker should already have given you the leaflet **Comments, Compliments and Complaints** which tells you how to do this.

If not, ask!

**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 ম্পংরাজি 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 ਹੋਵੇ 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

даска, 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