

Placement Approvals-Children's Social Work

November 2021

Approvals for placements for young people should always demonstrate:

- A thorough assessment and understanding of the young person's needs
- The views of the young person, parents and carers
- How the placement move supports the long-term plan for the child or young person.
- What work has been undertaken to maintain the current placement
- When the last family group conference (FGC) took place and what the outcome was
- If an FGC is not achievable, clear reasons should be given why not
- There should be a clear description of why placement with either parent or wider family aren't suitable. For children with older siblings, consideration should be given to placement with them
- Consideration should be recent and should have been active at least within the last 12 months.

These processes apply to decision making during office hours (8.30am to 5.00pm).

Separate processes exist for times outside of those hours primarily dealt with by the emergency duty team (EDT).

Placement approvals – fostering

Placement Type	Search approved by	Placement approved by	Placement approval format to be sent to approver.
Internal foster care	Team manager for the child	Team manager for the child	Free Text email Foster carer profile
	Emergency – service manager for the child	Emergency – service manager for the child	
In house respite placements	Team Manager	Team Manager	Free Text email Foster carer profile
Supported living (foster/ family-based care)	SDM for the child	SDM for the child	Free Text email Foster carer profile
External foster care	HoS for the child/ HoS/Deputy HoS for Corporate Parenting	HoS for the child/ HoS/Deputy HoS for Corporate Parenting	Free Text email Foster carer profile Form F

Placement approvals – group living placements.

Please note:

- Prior approval for the placement must be given before the child meets the service provider and before the option is discussed with child and their family.
- Provisions not regulated by Ofsted should not be used for children under the age of 16. Only in **exceptional circumstances** should this type of provision be considered. Prior approval for a search must be given by the deputy director and any placement approval will be made in conjunction with legal services by the DCS.
- Young people under the age of 18 should not be placed in bed and breakfast or hotels. Only in **exceptional circumstances** should this type of provision be considered. Prior approval for a search must be given by the deputy director and approved by the deputy director.

Placement Type	Search approved by	Placement approved by	Placement approval format to be sent to approver.
Internal residential	Service Manager	Head of Service for child/ HoS/Deputy HoS for Corporate Parenting	Free text email
External residential – registered home – E&W	Head of Service for child/ HoS/Deputy HoS for Corporate Parenting	Chief Officer or Deputy Director	PAF Most recent OfSTED report Last three reg 44 reports
External Residential – registered children’s home - Scotland	Head of Service for child/ HoS/Deputy HoS for Corporate Parenting	Chief Officer or Deputy Director	PAF Most recent inspection report Last three reg 44 reports
Secure accommodation – u18	Deputy Director	Director – approval of use 72-hour powers	SCM Minutes, chronology, Secure Referral Form
Provision not regulated by OfSTED 16 and 17-year-old – non-OWL	Head of Service for child/ HoS/Deputy HoS for Corporate Parenting	Chief Officer or Deputy Director	PAF Provider brochure and information
Provision not regulated by OfSTED 16 and 17-year-old – OWL	Head of Service for child/ HoS/Deputy HoS for Corporate Parenting	Chief Officer or Deputy Director	Free text email
Placement for people aged 18 and over	SDM Care Leaver Service	SDM Care Leaver Service (consultation required with the Benefit and Finance Team regarding approval for costings)	Free text email or/and finance request through mosaic
Placement of family in B and B/hotel	Head of Service for Child	Deputy Director	Free text email
Placement of UASC within specialist UASC provision	SDM CLA	SDM CLA	Email