

What can I do if I don't agree with the conclusions of the review?

You may follow the Social Work Services Complaints system. This complaints form is called Have Your Say and a copy can be obtained from members of Social Work staff or from any of our offices. The results of the review will always be discussed at a Children's Hearing if your child is part of that system. The Panel will make the final decisions so you can discuss the results of the review there. If your child is not part of the Children's Hearing system, the review is usually the Social Work Service's decision. The way for you to try to have the decisions changed is through the complaints procedure.

When will the next review be?

At the end of the review, a date will be set for the next review. A review, by law, has to be held every 6 months but it may be that it will happen earlier, especially if it is the first review or the plans for your child are not clear.

For more information please telephone
01224 523213

Children's Rights Officers telephone **Freephone**
0800 2983363

Aberdeen Business Centre, Willowbank House,
Willowbank Road, Aberdeen AB11 6YG
telephone **01224 332314**

Please contact us on the telephone number below if you want this document in Braille, large print or on an audio CD, or if you want the document translated into another language.

إذا كنت تود الحصول على هذه الوثيقة بالخط العريض أو البريل أو الأشرطة الصوتية المدمجة أو كنت تود ترجمتها إلى لغة أخرى فالرجاء الاتصال بنا على الهاتف أدناه.

আপনি যদি এই দলিলটি ব্রেইলে, বড় ছাপার অক্ষরে বা শোনার জন্য সিডি, অথবা দলিলটি অন্য কোন ভাষায় অনূদিত চান তবে অনুগ্রহ করে নীচের টেলিফোন নম্বরে ফোন করে আমাদের সাথে যোগাযোগ করুন।

如欲索取此文件的凸字版、大字版、語音光碟，或其他語文翻譯本，請致電下列號碼。

Proszę się skontaktować z nami pod poniższym numerem telefonu jeśli ten dokument jest wymagany w alfabecie Brajla, w dużym druku, na płycie kompaktowej CD lub przetłumaczony na inny język.

Пожалуйста, свяжитесь с нами по номеру телефона, указанному ниже, если Вы хотите получить этот документ шрифтом Брайля, крупным шрифтом или на компактном аудио диске, а также если Вам нужен перевод этого документа на другой язык.



01224 522132/523480

Social Care and Wellbeing

LOOKED AFTER CHILDREN REVIEWS

Information for
Parents of Children
Attending Reviews

What is a review?

A review is a meeting to look at arrangements to care for your child. Your child should have a care plan which states the arrangements and plans for him/her. This meeting looks at whether or not there needs to be any changes to how he/she is being looked after. Under Section 31 of the Children (Scotland) Act 1995, a review has to be held when children are 'looked after' by the local authority.

The meeting will be chaired by a Team Manager or Practice Improvement Officer (PIO) who will try to make it as informal as possible. A Team Manager/PIO is a person whose job it is to make sure that the plans for you are good ones. Everyone is able to speak at the meeting but it is possible for you to talk to the Team Manager/PIO before the meeting if you think it will be hard for you to speak in the meeting. Ask your social worker to arrange this with the Team Manager/PIO.

Can I decide who will come?

Normally the social worker decides who will come but, if you especially want someone to come then talk to the social worker about it. You may also decide that you do not want someone to come and again you should talk to the social worker. The social worker will discuss this with the Team Manager/PIO who will make the final decision.

Who will be at the review?

Your child, you, any other parent with parental rights, social worker, residential worker/foster carer, the foster carer's link worker, teacher, educational psychologist and the Team Manager/PIO. Other participants who know your child might also attend for all or part of the review.

May I write a report for the review?

You will be given a form by the social worker to allow you to do this. It would be helpful if you could do this but you can also put it on a piece of paper if you do not want to use the questions on the form. You can also ask someone to talk for you if you want or ask to speak to the Team Manager/PIO before the review. You can share your report with everyone or just with the Team Manager/PIO.

Will someone help me fill in the form?

You can ask the social worker to help you do this or you may wish to ask a friend or relative. It may be that you would want to approach the Advocacy Service to help you do this. You can get details of this from the social worker involved with you and your child.

Do I attend all of the review?

On the whole, you can attend all of the review. There may be times, however, when it will not be possible for this to happen and the Team Manager/PIO may decide to split the review, for example if your child has been placed with adoptive parents. Also, if you are unable to manage the meeting appropriately, you may be asked to leave the meeting until you are calm enough to re-join it. Very occasionally your child may decide that he/she does not want you there.

Where will the review be held?

The social worker will decide this. Reviews are mostly held either in an office or in the place where your child is living. If you are not happy about where it is being held, talk to the social worker.

Who takes minutes of the review?

Who gets copies of the minute?

Can I object to someone getting a copy?

The person who is chairing the review will minute the meeting. Usually all the people who attend the review will get a copy of the minute. Sometimes people who are not there will get a copy, such as the senior of the social worker or another parent who has not attended. If you do not want someone to have a copy of the minute then talk to the social worker or Team Manager/PIO. You will get the minute within four weeks. You may want to take this to a solicitor for advice or to the Advocacy Service/social worker for help in understanding it.

Who can read the reports to the review?

Normally everyone who is at the meeting reads all the reports. If you do not want someone to read the reports, you can talk to the social worker or tell the Team Manager/PIO at the start of the meeting.

May I have someone with me at the review?

You can take somebody if you wish. You can talk to the social worker about this. You may take a friend or relative to support you if you want, but you must remember that they may hear something in the review you would prefer they didn't. You may also want to take someone from the Advocacy Service. Contact details are listed on the next page. Occasionally it is possible to have a solicitor with you but you must remember that the review is not a place for legal arguments.