

## My Fostering - Year 1 Workbook

Congratulations on starting your journey to become a foster carer with Derbyshire County Council. Welcome to our team of fantastic foster carers & fostering staff. You will get to know many of them during the assessment process and beyond.

It is the role of your assessing social worker to introduce you to The Training, Support & Development Standards (TSDS). All foster carers in the UK have to meet these standards and they are assessed at your annual reviews.

We are sure you will be keen to learn as much as you can about fostering and this workbook is designed to help you do just that. It needs to be completed in your first year, in time for your first annual review. We suggest you keep it in your fostering skills portfolio once you are approved. Your portfolio is for all your fostering career and can be added to at any time.

**Standard 1** - Understand the principles and values essential for fostering children and young people

**Standard 2** - Understand your role as a foster carer

**Standard 3** - Understand health and safety & healthy care

**Standard 4** - Know how to communicate effectively

**Standard 5** - Understand the development of young people

**Standard 6** - Safeguard children and young people

**Standard 7** - Develop yourself



## **Guidance for completing the Standards**

- You can work on this booklet independently, with other foster carers or with your supervising social worker.
- Once you are approved, your supervising social worker will support you through completion and signing off your evidence to validate that all standards have been met in time for your first annual review.
- There are 7 Standards, colour coded and 1 standard table per page.
- Complete each table with your information, including dates of training and, if necessary, include additional evidence. For example, certificates, photographs, logs etc. The additional evidence will be best kept in your fostering skills portfolio within the relevant section.
- There are many ways to evidence your learning - reading, websites, video, training, own experience, discussion etc.

Example of how to complete the table...

### **Standard 2: Being a foster carer**

#### **Evidence your learning (include dates) in this table & keep certificates in your portfolio**

<b>Your Role as a Foster Carer</b>  <i>(P9-22 handbook)</i> <i>Please read and state your understanding of this section of the handbook?</i> <i>How do you view the role of your SUPERVISING SOCIAL WORKER?</i> <i>What are their responsibilities to you?</i> <i>Read and sign the Charter (P8-10 handbook)</i> <i>Create a family profile</i>	<i>Attended Foster Carer Induction on 11/9/18 (certificate in portfolio)</i> <i>Completed 3 day pre-approval (Skills to Foster) training in October 2018 (certificate in portfolio) -</i> <i>There was a session on what foster carers do which was very informative and helped me understand my role. I have also read my welcome pack and discussed the various incentives with my supervising social worker and have accessed all of the relevant one.</i> <i>I completed a family profile and it is currently up to date. When we had our placement we talked through the charter and signed and agreed it with our supervising social worker- we found the charter really helped us to understand our role and the role of others too. We often refer to it.</i>
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# Standard 1: What is Fostering? Understand the principles and values essential for fostering children and young people.

*Tips - Reading, websites, video, training, own experience, discussion*

<b>Evidence your learning (include dates) in this table &amp; keep certificates in your portfolio</b>	
<b>Principles &amp; Values</b> ( <i>P7 Handbook</i> ) <i>Show your awareness of the Principles and Values essential for fostering. Demonstrate how you use these in your care of children.</i>	
<b>Equality Inclusion &amp; Anti-Discrimination</b> <i>Show that you understand the different prejudice &amp; discrimination that can affect children &amp; young people including examples of where you have done this.</i> <i>Attend relevant training – e.g. Difference &amp; Diversity, LGBT awareness.</i>	
<b>Person Centred Approaches</b> <i>Be able to explain how your care enables children to be safe, healthy, enjoy &amp; achieve, economic wellbeing &amp;, make a positive contribution.</i> <i>Explain why it is important to listen to children &amp; young people's views.</i>	
<b>Confidentiality</b> ( <i>P19 Handbook</i> ) <i>Read &amp; comment on your Local Authority's policy on page 19 of the Handbook.</i> <i>Discuss confidentiality and information sharing with your supervising social worker.</i>	

Foster Carer Name(s).....

Date.....

Signed Supervising Social Worker .....

Date.....

## Standard 2: Being a Foster Carer - Understand your role as a Foster Carer

*Tips - Reading, websites, video, training, own experience, discussion*

**Evidence your learning (include dates) in this table & keep certificates in your portfolio**

<b>Your Role as A Foster Carer</b> (P9-22 Handbook) <i>Please read and state your understanding of this section of the handbook?</i> <i>How do you view the role of your supervising social worker?</i> <i>What are their responsibilities to you?</i> <i>Read and sign the charter (P8-10 handbook)</i>	
<b>Legislation, Policies &amp; Procedures</b> (P23 Handbook) <i>Know about Children Act 1989/2004, Children and Families Act 2014 and the difference between a Care Order and Accommodation. Show you understand the importance of following Derbyshire's policies and procedures?</i>	
<b>Relationships with Child's Family</b> <i>Do you understand the importance of family and friends to the children you look after? How can you or have you involved family and friends?</i>	
<b>Team Working</b> (P92, 95, 125 Handbook) <i>Attend the Foster Carer Induction/Welcome. Do you understand everyone's role and where to go for support and help?</i>	
<b>Being Organised</b> <i>How do you remember meetings and appointments and show you are reliable and dependable? Why is you being organised important for the child? Do you provide an environment that is well organised and safe?</i>	
<b>Complaints and Compliments</b> (P76 Handbook) <i>Are you aware you can support a child to make a complaint? Do you know how you could make a complaint and how complaints are dealt with in Derbyshire? Read information from Foster Talk as to the support they can provide if a serious allegation is made.</i>	

Foster Carer Name(s).....

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## Standard 3: My Home & Health Care – Understand Health and Safety and Health Care.

*Tips - Reading, websites, video, training, own experience, discussion*

<b>Evidence your learning (include dates) in this table &amp; keep certificates in your portfolio</b>	
<b>Legislation Policies and Procedures</b> <i>Show an awareness of the relevant health and safety legislation and guidance and your responsibilities. Include a copy of your Home Safety and Safe Care Documents etc.</i>	
<b>Your Home and Car</b> <i>Know how to keep your home safe and free of avoidable hazards. Know the importance of maintaining a good standard of hygiene and cleanliness. Show that you and those living in your household know what to do in case of fire. Include a copy of your plans. Evidence that your car is insured and has a valid MOT.</i>	
<b>Healthy Care, First Aid &amp; Medication</b> <i>Explain how your medication is kept securely. Comment on what medication you can give a child and what you might need permission for. Have an understanding of health, hygiene, emotional &amp; mental health needs of children &amp; young people. Training course such as Emergency Paediatric First Aid</i>	
<b>Individual safety &amp; security (P184 Handbook)</b> <i>Give examples of potential risks to the safety and security of you and members &amp; how you manage these? Explain how you might manage challenging behaviour &amp; encourage positive behaviour in a way that is safe.</i>	
<b>Risk Assessment</b> <i>Give examples of risks to a young person &amp; the appropriate action you used to reduce or manage these.</i>	

Foster Carer Name(s).....

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## Standard 4: Communication - Know how to communicate effectively.

*Tips - Reading, websites, video, training, own experience, discussion*

**Evidence your learning (include dates) in this table & keep certificates in your portfolio**

### **Encourage Communication with children:**

*Demonstrate how you listen to and understand the wishes & feelings of children and young people. Give examples of how you have encouraged children to communicate with you. Understand the need to use appropriate means of communication with children & young people including non-verbal and other means.*

### **How do you communicate?**

*Make a list of techniques you may use when communicating with children. Why might children sometimes not communicate easily? If the child you are looking after has difficulty communicating, comment on ways you have used to make this easier.*

### **Communicate with parents families & friends:**

*Show that you are aware of the procedures for arranging contact and your role in this contact. Understand when and how to raise concerns with parents, family and friends in an appropriate way. Demonstrate that you understand confidentiality when communicating with their family and friends and your family and friends.*

### **Communication with organisations**

*Do you feel you have effective communication with your supervising social worker?  
Does Derbyshire Fostering Team keep in touch with you well - support groups, mentors, email/text service, newsletters etc?  
Are you aware of the Foster Care Council and do you know how to contact your rep?  
Give examples of your participation.*

### **Record Keeping**

*Understand the importance of keeping accurate records, know how these records are shared with others including young people and their families. Know how to record clear, concise, factual information. Is it appropriate to enable children & young people to participate in record keeping and keeping their own memorabilia? Keep daily logs.*

Foster Carer Name(s).....

Date.....

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Date.....

## Standard 5: Children & Young people - Understand the development of Children and Young People.

*Tips - Reading, websites, video, training, own experience, discussion*

<b>Evidence your learning (include dates) in this table &amp; keep certificates in your portfolio</b>	
<b>Attachment &amp; stages of development</b> <i>Attend attachment training if required</i> <i>Understand the basic principles of how children of all ages form attachments and give examples of how the children/young people in your care are developing.</i>	
<b>Resilience</b> <i>Describe how you help children to overcome difficulties and develop a positive view of themselves?</i>	
<b>Transitions</b> <i>Describe how you have helped a child or young person with a big change in their life.</i>	
<b>Play, Activities &amp; Learning</b> <i>How do you encourage children &amp; young people to participate in activities? Explain how play, hobbies and interests are important to personal development. Why are routines so important to children? Have you had to adapt activities for individual children?</i>	
<b>Supporting Education</b> (P252 Handbook) <i>Give an example of how you have helped a child with their learning, development, education and employment. Talk about a time you liaised with school on a child's behalf. Be aware of Virtual School. Promoting Education of Children in Care Policy.</i>	
<b>Child's Family</b> <i>Explain why you think birth family remain so important to children and how they can affect the development of a child either negatively or positively.</i>	
<b>Sexual Health / Identity</b> <i>Understand how to promote good sexual health and enable children to develop a positive sexual identity.</i> <i>How do you talk to children about their sexual health? What advice and information is available to them? Attend relevant courses.</i>	

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## Standard 6 Safeguarding: Safeguard Children and Young People - Keep them safe from harm.

*Tips - Reading, websites, video, training, own experience, discussion*

<b>Evidence your learning (include dates) in this table &amp; keep certificates in your portfolio</b>	
<b>Legislation Policies and Procedures</b> <i>Discuss with your supervising social worker “Be aware of Working Together to Safeguard Children 2018 Legislation.”</i>	
<b>Keeping children safe (P185 Handbook)</b> <i>Give examples of what children want &amp; need to feel safe. How can you help children &amp; young people keep themselves safe from harm? Discuss house rules with the family and supervising social worker.</i>	
<b>Recognising and responding to abuse (P14 Handbook)</b> <i>Understand the ways children can be harmed by adults, other young people, via internet / social media. Understand signs and symptoms of possible abuse. Give examples of how you may have managed these? Understanding 4 areas of abuse – physical, sexual, emotional &amp; neglect.</i>	
<b>Working with other agencies</b> <i>Know about the Safeguarding Board and the responsibilities of your department to keep children safe. Know who the designated child protection worker is at school, pre-school etc.</i>	
<b>‘Whistle-blowing’ reporting failures in duty (P77 Handbook)</b> <i>Know when and how to refer a concern about child protection, welfare or malpractice that may not be in the child’s best interests. Know what to do if you are not satisfied with the response.</i>	

Foster Carer Name(s).....

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## Standard 7: Develop Yourself - Training & Development.

*Tips - Reading, websites, video, training, own experience, discussion*

<b>Evidence your learning (include dates) in this table &amp; keep certificates in your portfolio</b>	
<b>Your role and approval as a foster carer</b> <i>What changes have you and your family had to make since being approved as foster carers? Is there anything we could do to improve the support we offer?</i>	
<b>Being aware of the impact of fostering on your own children and extended family</b> <i>What has been the impact of fostering on your own children and other members of your family? Do they have any training or support needs?</i>	
<b>Using support and supervision to develop your role</b> <i>Why do you think supervision is necessary, and are you getting what you want from it? Consider reasons your annual review is necessary and how have you prepared for it?</i>	
<b>Your Continuous Personal Development (CPD)</b> <i>Understand the need for your personal development as a foster carer and how it can improve your practice. With your supervising social worker agree a personal development plan and review regularly. Use the Foster Carer Training Manual.</i>	
<b>Progression</b> <i>Work with your supervising social worker to ensure you have completed My Fostering Year1 Workbook in time for your first year review. If you wish to progress through the "Bandings" your supervising social worker will help ensure you meet the necessary requirements and/or that this is suitable for you.</i>	

Foster Carer Name(s).....	Date.....
Signed Supervising Social Worker .....	Date.....