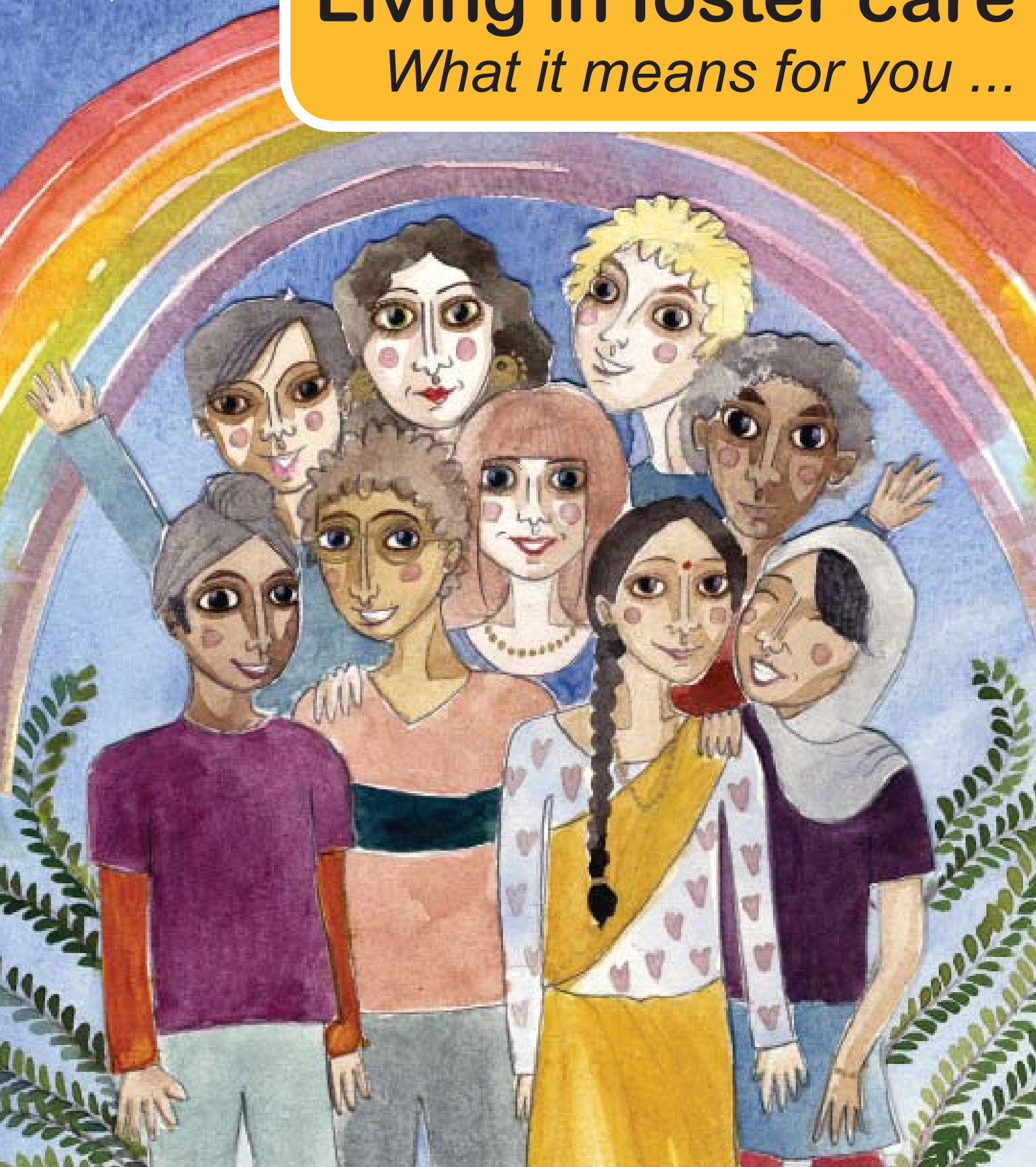




DERBY CITY COUNCIL

# Living in foster care

*What it means for you ...*



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# Introduction



# What this booklet is all about

If you're a child or young person under 18 living in foster care, this booklet is for you.

At the back of this guide you will find a list in alphabetical order of words and their meanings. The first time these words appear they will be highlighted like this: **review**.

You can read this booklet by yourself, with your **social worker** or your **foster carer**. It will tell you about living with foster carers and what the **Fostering Team** at Derby City Council can do to make sure you are happy and safe.

We want this booklet to help you understand what being **'in care'** means.

# How you can find out more about what we do

If you would like to find out more about our fostering work, you need to read our **‘statement of purpose’**, which tells you what we do and why we do it.

If you would like to see this document, please ask your social worker or your foster carer, they can get one from the Fostering Team.

We want you to feel safe in foster care, remember that if you are worried or upset you can let people know. There is a list of people at the end of this booklet who you can contact. They will listen to you.

# What is foster care?







# **What foster care means**

Children and young people come into foster care when they cannot live at home or with another member of their family. This is also called 'being looked after' or 'being a child in care'. Most children in care live with foster carers, some live with relatives or friends.

There are many different reasons why children sometimes cannot continue to live at home. When this happens, a social worker will find a foster family where you can stay, be happy, and be taken care of.

Derby City Council looks after lots of children. Some children stay with foster carers for a few weeks while others continue to live with their foster family for longer.

Some young people stay with their foster carer after they are 18. This is called 'staying put'. Your social worker can talk to you about this if you want to know more.

# Why are children fostered?

Children and young people come into care for lots of reasons. Some reasons are:

- a child asks for help because they are unhappy at home
- parents can't care for a child who needs a lot of help
- a child's parents have died
- a family member is **abusing** or hurting the child
- children arrive in this country without their family or an adult
- a **judge** decides that it's not safe for a child to stay living at home.

Whichever way you came to be into care, having to move away from home and friends and live with another family may lead you to have all sorts of questions.

Please don't be afraid to ask as many questions as you want. There are lots of people around you who will be able to answer your questions and help you during this time: your social worker, your foster carer, other people in the

foster family, members of your family, teachers at school and your friends.

## **What is a foster carer?**

A foster carer is someone who looks after children and young people when they have to live away from home. People become foster carers because they enjoy looking after children.

Usually, people read about fostering, see a TV programme, or already know someone who is a foster carer and decide they would like to become a foster carer too.

We want to find the very best foster carers for children and young people cared for by Derby City Council and we are very careful about who can become foster carers. We go to their homes and meet them and all of their family. We ask lots of questions about how they will look after children.

We tell them about our fostering work, the way we have to do things and the standards we must keep. This means that we expect them to look after you well and to help you understand what

being in care means. We explain why we need foster carers to look after children from lots of different **backgrounds** and **communities**.

We check with other people such as their **doctor**, the police and people who know them very well to make sure they can look after children.

We also run special training courses for people who want to become foster carers to make sure they have the right skills to care for you.

If you have any ideas about what foster carers should know about what it is like living in care then let us know. You can write down your ideas or tell your social worker or foster carer.

# How can we be sure that foster carers are OK?

When we have done all the work we need to do to make sure the right people become foster carers, we arrange for them to go to a **'fostering panel'** meeting.

This is a group of adults, including someone who has been in foster care, that meet to decide whether people who want to be foster carers are suitable and can be **approved**.

We ask our foster carers to come back every year to a fostering panel. This way, we can check how the foster carer and their family is coping and that fostering is still the right decision for them and their family.

What you think about your foster carer is important to us, your social worker will talk to you about this.



# Who checks the Fostering Team is doing its job well?

The Council's Fostering Service is inspected by **Ofsted**. The inspectors will talk to the staff, foster carers, and some of the children and young people in foster placements to check that everything is being done properly.

# What fostering can offer you

This may be the first time you have been away from home. We understand you may be feeling confused trying to understand what is happening to you and your family.

We know that you'd probably prefer to be at home if everything was OK, but while you are living with your foster carers we will do everything we can to:

- help you keep in touch with important members of your family, friends, clubs and activities that you belong to
- stay at the same school or college, if possible
- make sure you stay safe and healthy
- help you understand how we decide about your future and listen to what you have to say about this
- help sort out any problems you may have, to **value** and **respect** you for who you are.



# Meetings and plans





# What's a review meeting?

While you are living in foster care, we have **'review meetings'** so that we can plan for your future and how best to look after you.

The first review meeting happens when you have been in foster care for four weeks. The next meeting is three months from that date and then every six months after that.

A person called an **'independent reviewing officer'** (often called an IRO) leads the review meeting and makes sure everyone, especially you, has a chance to say what they think and feel. Your thoughts and feelings about your care are important to the adults who are making plans for you.

You can see the independent reviewing officer before your meeting if you are worried about something and you don't feel you can say it on your own. Or you could ask someone else that you trust - like your foster carer, teacher or social worker to say it for you.

# What happens before the meeting?

You will get a chance to write down or draw:

- how you feel about being in care
- how school is
- what you like doing in your spare time
- who your friends are.

You do this in your **consultation booklet**, which we will send to you at your foster carer's address. You can fill this in by yourself, or you can ask someone to help you, like your social worker, foster carer or teacher.

# Who will be at my review meeting?

The main people will be your social worker and the independent reviewing officer, as well as those people who help to look after you each day, like your foster carer and maybe your teacher.

# What about my parents?

In most cases, mums and dads come along to review meetings if they're invited and children want them to be there. Your social worker will talk to you about this before your meeting so that you can both decide whether or not they can come along.

Your social worker will explain if this can't happen. The meeting usually takes place at your foster home. Your social worker will talk to you and your foster carer about where the meeting will take place if your mum or dad is attending.

# What do we talk about?

At the meeting, we'll ask you how you are getting on at your foster home and at school, and if you need extra help. We'll talk about how long you are going to be in care and whether or not you will see your family members and how often that will be. The independent reviewing officer will write down the things that have been agreed, which will become your **'care plan'**.

# **Do I have to go to my review meeting?**

Remember the meeting is about you and your future plans and we want to hear what you think. We really hope you will come along and have your say. If you don't want to, you should ask someone else, like your foster carer or social worker, to speak for you.

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

Your care plan is about you, how you should be cared for and what the plan for your future should be. You will be given a copy of your care plan.

At the review meeting, after your care plan has been agreed, we will look at it again to make sure that everything is going well for you and to check that everything that should have happened has happened.

Your parent will be given a copy of the care plan; your social worker will talk to you about what information is shared with your parent.

# All about you





# Keeping in touch with your family and friends

The word that social workers use when children in care keep in touch with their families and friends is **'contact'**.

For most children, it's good to have contact with some members of their family. For a few, it may not be good or it may be upsetting and may not even be what they want.

Your social worker will help you sort out your feelings about seeing your family and friends, and who it is good for you to see.

Your social worker will tell your foster family about this, and they will help you to have contact with your family and friends, if everyone says it will be right for you.

Arrangements for you to keep in touch with your family and friends will be part of your care plan.

# Going to school or college

We will try to make sure you can still go to the same school or college. It's important for you to go to school or college and to be with the teachers and friends that you know.

Sometimes, because of where your foster family lives, you may need to start going to a new school or college. We will give you all the help and support you need to cope with this.

You will have a **Personal Education Plan (PEP)** and there will be a **designated teacher** at your school who will support you. This means that the things that need to happen to support you in school will be written down and agreed.

Your foster carers will:

- prepare you for school or college, with all the clothes and equipment you need
- get you up and out to school or college
- make sure that there is somewhere for you to do your homework/college work and have access to a computer

- go to school events and **parents' evenings** and sort out how you will get to and from school
- will help sort out any problems you have at school or college
- help you with your homework, if you ask
- support you with any **out-of-school activities** you want to do.







# Your behaviour and how you feel

We expect all children and young people to respect each other and the adults that look after them. Your foster carers will **encourage**, **praise** and possibly **reward** good behaviour and **attitudes**.

Foster carers know that some children have been hurt, upset, and let down by adults who should have looked after them. This can make children feel upset and angry. Foster carers and social workers are there to help you with these feelings.

If you do something wrong or you misbehave, your foster carers will talk to you about it and decide how to deal with it. You may have to do a job around the house, lose some of your **pocket money** or **treats**, and they may have to **ground** you. However, they will always do their best to treat you fairly.

Always remember to treat others as you would like to be treated yourself and that your feelings are important to us.

# Keeping healthy and safe

When you first move to your foster home, we'll arrange for you to see a doctor or **nurse** who will check your health. If you want to see either a female doctor or nurse, or a male doctor or nurse, we will try to arrange this for you.

We need to know you are keeping well and healthy and the doctor will prepare a **health assessment** and write a **health care plan** for you.

Your foster carers will receive a copy of your health care plan and they will help and encourage you to take care of yourself, and to go to general appointments with your doctor, **dentist** and **optician** when needed.

Foster carers can give you **advice** about staying healthy and safe. This could include advice on things like **personal hygiene**, **diet**, exercise, smoking, drinking, drugs and sexual relationships.

There is a specialist nurse for **Children in Care (CiC)** that you could ask to see.

# Your right not to be bullied

We will do our best to make sure that you are happy and kept safe from **harm**. You have a right not to be **bullied** or harmed and other children and young people have a right not to be bullied or harmed by you.

We won't put up with bullying, which can include:

- text messages that worry or upset you
- using rude hand signs
- calling people names
- leaving people out of a group of friends
- demanding food, money or toys
- poking, pushing, pulling hair or punching.

If you're being bullied or something is happening to you that you are not happy about, within or outside your home, you must tell someone you trust. This could be a teacher, your foster carer or your social worker. We will do everything we can to make sure that whatever is happening to you stops.

If you feel you cannot talk to anyone in person, you can also talk and get advice from telephone helplines such as Childline or NSPCC. The telephone numbers for these helplines are in the 'Useful Contact' section.

Some schools have **'Friends Against Bullying' (FAB)** groups or peer mentors that you could ask about. Your teacher or social worker can tell you more about this.

## **Respecting your home and privacy**

While you are living with your foster carers, you can expect them to treat you and your **personal possessions** with respect.

All foster carers have a **'safe care' policy** for their home that describes the house **rules** and what is expected of everyone in the house to ensure privacy and safe care within the home.

If there is anything you aren't sure of, please ask your foster carers or social worker to go through the safe care policy with you.

# Your background

We are here to look after you and support you. We will look after you in a way that supports and recognises your individual needs such as your:

- background, culture and identity (including gender)
- religious requirements
- language needs (including sign language, Makaton and BSL interpreters)
- disability or learning difficulty
- mental health and emotional well-being
- feelings about relationships and your future.

# Your religion

We will help you to take part in the **services** and **customs** of your religion. We will try to arrange for you to have a private place to **worship** if you want this.

We will also help you if you need certain clothes or special diet because of your religion or culture.

During your time within foster care, you will be valued, respected and treated as an **individual**.



# Your personal belongings

You can have your own personal things around you in your bedroom, such as posters, photographs and toys. We would want you to keep your bedroom tidy and look after your things. Foster carers can help you with this if that is what you would like.

Your foster carers will respect your privacy and they will normally only enter your bedroom with your **permission**. However, if they have good reason, they may have to enter your bedroom without your permission but they will tell you if this happens.

# Your personal information

We will keep information about you on our records. You can ask to see your file if you want to. There are guidelines about seeing your own file and you will need to talk to your social worker about this.

All information about you is kept private and **confidential**. However, we may have to share information on your file with the other people who help look after you. You can ask your social worker to show you your file, and they will talk to you about how this can happen.

We ask foster carers to keep written information about you while you are living with them. This information is kept in a safe place and returned to your social worker when you move on from your foster home.

## **Money, clothes and personal things**

You will get pocket money while you're in foster care - how much you get depends on your age. If you want, your foster carer or social worker can help you decide on how to spend or save your money. You can open your own savings account.

Foster carers receive a fostering allowance from Derby City Council to buy your clothes and personal items. As you get older, you should be able to choose what clothes and personal things you buy with your **allowance**.



# Staying over with friends

If a friend asks you to stay overnight at their house, you will first need to ask permission just like anyone else - tell your foster carers straightaway.

Try to give your foster carers enough time to think about your plan to stay with a friend. If they're happy with the arrangements, they can give permission.

If they're not sure, they will have to check with your social worker. Your foster carers will have to tell your social worker about the sleepover before it happens.

It's the same rules if you want a friend to stay with you in your foster home.

# Going out

Depending on your age, your foster carers will give you permission to go out on your own as long as they know where you are going and you have both agreed a 'coming-in' time.

If you go out without permission and your foster carers are worried about you, they may decide to call the police - and your social worker will need to know.

Your foster carer will fill out a form that says why they think you might have gone out without permission or without them knowing. This is done to make sure that your social worker, the police and your foster carer all know the same information and can work out what would help to keep you safe.

Running away can be dangerous, if you feel like running away, then talk to someone you trust about how you feel before you do anything.

Have your say



# What happens if you're not happy?

It's usual for all families to have their own ways of doing things. Some things that are normal for your foster carers might seem strange to you and what's normal for you might seem strange to them.

The best way of dealing with this is to talk to one or both of your carers as soon as you get the chance. It might also help to talk with your social worker and see if they can help you talk to your carer about how you see things.

The sooner you have a chance to talk through things, the less likely you will need to make a proper **complaint**. It's best not to wait too long to say what you are worried or angry about.

If it's something that you think can wait, please make sure you write it in your review booklet for your next review meeting. Or you could have your say at the meeting, on your own or with the help of someone else.

Saying what you want, or what you think, helps people to get it right when they're looking after you. However, there are times when things can't happen the way that you would like them to, so please always give things a chance to work out.

When we talk about making a complaint, we don't mean suggesting:

- what you want for tea
- what you like to watch on the television
- what you want to do at the weekend
- who you'd like to visit you after school; or
- what you'd like to do for your birthday.

We mean something that you feel is wrong or harmful for you. Adults may not notice that something is wrong for you or they may not be able to guess what it is that's making you unhappy.

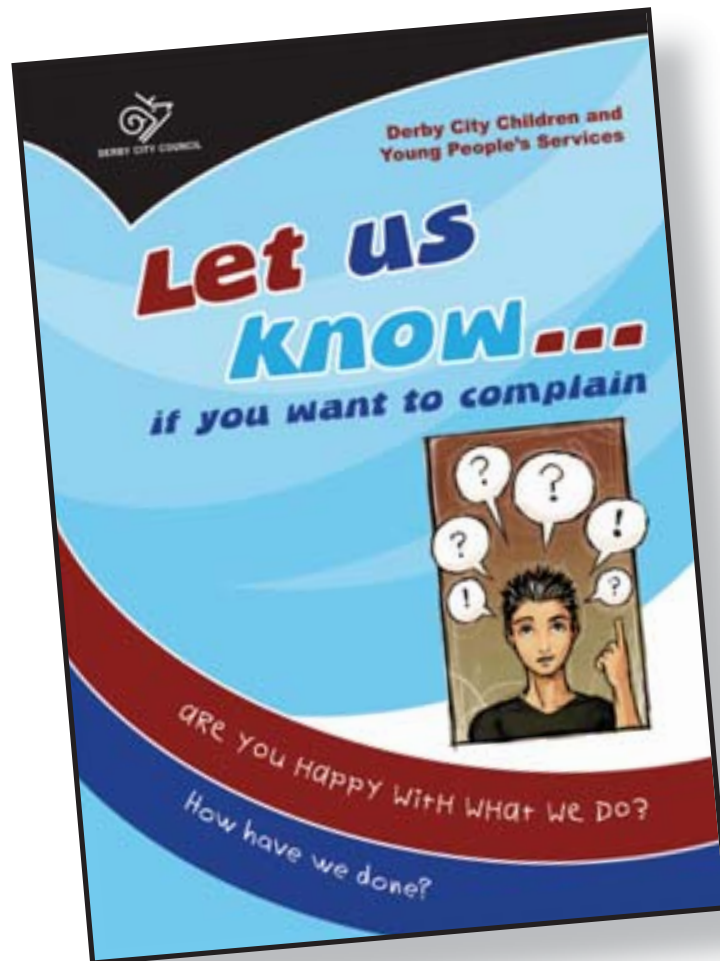
If you are unhappy about something to do with your life and you don't think your carer, your social worker or independent reviewing officer are sorting it out, it's really important that you make a complaint.





If you decide to make a formal complaint you can fill in the 'Have your Say' form and send it to the **complaints manager**.

The form looks like this:



If you would like help to do this, you can have someone to support and speak for you. We call this person an **advocate**. If you want to speak to an advocate, please call **Volunteering Matters** on 01332 869 392 and they will be glad to help you.



# Moving on



# Deciding what happens when you leave foster care

Your review meeting and care plan will be very important in deciding when you move on from where you are living.

Some children will leave foster care because they are returning to live with their birth family. For some children and young people, this may not be the right move. Other moves could be to:

- a children's home
- independent living and preparing for adulthood
- 'staying put' is where you, your foster carer, and social worker agree that carrying on living in your foster home after your 18th birthday is the best thing for you. Your social worker can talk to you about this option.

If you 'stay put' you won't be in care as you will be over 18, so a written agreement between you and your foster carer will be put in place so that you can all agree what the plan will be once you are 18.

Many children keep in touch with their foster carers after they have moved on. Foster carers like to see the children they have fostered and enjoy hearing how they are getting on.

A **personal adviser** will help you plan for adulthood and leaving care when you're old enough and can live independently. Your personal adviser will give you support with your plans for the future.

## Preparation for adulthood

Your review meeting and **Pathway Plan** will be very important in deciding when you should leave foster care.

By the time you are 16 a Pathway Assessment and Plan will be completed with you. Your Pathway Plan is very important and looks at how to prepare you for adult life and to live independently when you are ready to do so.

The Plan will look at the support you need and will cover the following:

- advice and support with things such as college/university and employment training
- accommodation that is suitable for you including the possibility of 'staying put'
- budgeting and how to manage your money
- advice about health, relationships, leisure and contact with family and friends.

Your personal adviser will keep in touch with you at least until you are 21. You can discuss how much contact suits you.

Your pathway plan is reviewed every six months as your hopes and ideas might change.

In addition sometimes disabled young people when they reach 18, are able to receive a service from the Adult Social Care Team.





# Useful contacts







# B

## Barnardos

*Barnardos offers help and advice to children and families about a range of things including domestic violence and child abuse*

**Telephone:** 0800 008 7005

**Web:** [www.barnardos.org.uk](http://www.barnardos.org.uk)

# C

## Childline

*If you are not happy in care or are worried about leaving care, seeing your family, or things are so bad you want to go into care, Childline is here for you. Childline is a free advice service, open 24 hours a day, which deals with general problems, mistreatment, abuse, bullying and many other issues.*

**Freephone for young people:** 0800 1111 (open 24 hours a day)

**Web:** [www.childline.org.uk](http://www.childline.org.uk)

## Children in Care Social Work Teams

*There are three teams of social workers based at The Council House especially for children in care. You are likely to be able to contact your social worker there or they will be able to find out the contact number for your social worker.*

**Address:** Council House, Corporation Street, Derby, DE1 2FS

**Telephone:** All our looked after children and young people will be given their social workers' numbers.

You can also call the Council's general number on 01332 293111

**Web:** [www.derby.gov.uk/childrenincare](http://www.derby.gov.uk/childrenincare)

## Children's Commissioner for England - Advice Line

*The children's Commissioner for England makes sure children in care/those who have left care/and children living away from home or working with children's services are listened to and that their rights are protected.*

**Address:** Children's Commissioner for England, 20 Great Smith Street, Sanctuary Buildings, London, SW1 P3BT

**Freephone for young people:** 0800 5280731 (9am to 5pm)

**Email:** [advice.team@childrenscommissioner.gsi.gov.uk](mailto:advice.team@childrenscommissioner.gsi.gov.uk)

**Web:** [www.childrenscommissioner.gov.uk](http://www.childrenscommissioner.gov.uk)

## Children's Rights Service

*Works to give opportunities to children in care.*

**Address:** Volunteering Matters, The College Business Centre, Uttoxeter New Road, Derby, DE22 3WZ

**Telephone:** 01332 869392 / 01332 869393/ 01332 869395

(The phone lines are open during office hours; they will aim to get back to anyone who rings within 48 hours).

**Text message:** 07717 740557

**Email:** [Gill.Black@volunteeringmatters.org.uk](mailto:Gill.Black@volunteeringmatters.org.uk)

**Web:** [www.volunteeringmatters.org.uk](http://www.volunteeringmatters.org.uk)

## Complaints

*If you are unhappy about the way you are treated or about services that you get from us, we need to know so that we can make things better.*

**Address:** Customer feedback Derby City Council, Children and Young People Directorate, Corporation Street, Derby, DE1 2FS

**Telephone:** 01332 643498

**Email:** [customer.feedback@derby.gov.uk](mailto:customer.feedback@derby.gov.uk)

**Web:** [www.derby.gov.uk/complaints](http://www.derby.gov.uk/complaints)

## Coram Voice

*A support charity for children and young people in care.*

**Address:** Gregory House, Coram Campus, 49 Mecklenburgh Square, London, WC1N 2QA

**Telephone:** 020 7833 5792

**Email:** [info@coramvoice.org.uk](mailto:info@coramvoice.org.uk)

**Web:** [www.coramvoice.org.uk](http://www.coramvoice.org.uk)

# D

## Derby City Council Fostering Team

*Derby City Council's Fostering Team looks after all the foster carers. You have probably met someone from the fostering team on a visit to your foster carer.*

**Address:** Derby City Council Fostering Team, The Council House, Corporation Street, Derby, DE1 2FS.

**Telephone:** 01332 643867 to speak to a Fostering Social Worker

**Email:** [fostering@derby.gov.uk](mailto:fostering@derby.gov.uk)

**Web:** [www.derby.gov.uk/fostering](http://www.derby.gov.uk/fostering)

## Derbyshire LGBT+

*Lesbian, Gay, Bisexual and Transgender (LGB&T) Specialist Support and Advocacy Services.*

*A contact and support centre for young people in Derby including a youth club and support.*

**Address:** 7 Bramble Street, Derby, DE1 1HU

**Telephone:** 01332 207704

**Email:** [info@derbyshirelgbt.org.uk](mailto:info@derbyshirelgbt.org.uk)

**Web:** [www.derbyshirelgbt.org.uk](http://www.derbyshirelgbt.org.uk)

# F

## FRANK

*Information service about the effects of different drugs and where to get help.*

**Telephone:** 0300 123 6600

**Web:** [www.talktofrank.com](http://www.talktofrank.com)

# I

## Independent Reviewing Officer

*An Independent Review Officer (IRO) is the person who ensures that all children and young people that are looked after by a local authority have regular review meetings to consider their care plan and placement.*

*Every child in the care of Derby City Council will have an IRO. It is the role of the IRO to chair regular statutory review meetings, to ensure that a child or young person's views are taken into consideration and that the local authority is fulfilling its duties and functions.*

**Address:** Derby City Council, The Council House,  
Corporation Street, Derby, DE1 2FS

**Telephone:** 01332 641120

**Email:** CQAReview.Clerks@derby.gov.uk

**Web:** [www.derby.gov.uk](http://www.derby.gov.uk)

# L

## Leaving Care Team

*A team who work with young people who are preparing for adulthood.*

**Address:** Curzon House, 8 Curzon Street, Derby, DE1 1LL

**Telephone:** 01332 643907

**Email:** cypaspire@derby.gov.uk

**Web:** [www.derby.gov.uk](http://www.derby.gov.uk)

# N

## National Society for the Prevention of Cruelty to Children (NSPCC)

*The NSPCC provides information, advice and counselling to anyone concerned about a child's safety.*

**Address:** NSPCC, Weston House, 42 Curtain Road, London EC2A 3NH

**Telephone:** 0808 800500 (24 hours)

**Email:** [help@nspcc.org.uk](mailto:help@nspcc.org.uk)

**Web:** [www.nspcc.org.uk](http://www.nspcc.org.uk)

## NHS 111 – NHS Choices

*Call 111 if you need medical help or advice fast but it's not life threatening. Call 999 if it's an emergency and life threatening.*

**In an emergency dial:** 999

**In a non-emergency dial:** 111

**Text phone:** 18001 111 (suitable for those who have difficulties communicating or hearing)

**Web:** [www.nhs.uk](http://www.nhs.uk)

## Nurses for Children in Care

*NHS Nurses who work with children and young people who live in care homes or with foster families.*

**Address:** Nurses for Children in Care, Sinfin Health Centre, Arleston Lane, Derby, DE24 3DS

**Telephone:** 01332 888040 (then when asked dial extension 88531 or 88529 and ask to speak with one of the Children in Care Nurses)

# P

## Police

*Police maintain order, prevent and detect crime.*

**In an emergency dial:** 999

**In a non-emergency dial:** 101

**Web:** [www.derbyshire.police.uk](http://www.derbyshire.police.uk)

# S

## Safe and Sound Group

*A specialist organisation which seeks to reach out to children and young people who are at risk of, or are being, sexually exploited.*

**Telephone:** 01332 362120

**Email:** [info@safeandsoundgroup.org.uk](mailto:info@safeandsoundgroup.org.uk)

**Web:** [www.safeandsoundgroup.org.uk](http://www.safeandsoundgroup.org.uk)

## SPACE@Connexions

*Where you can drop in to have a chat and get advice about jobs; training; housing; benefits; health issues including pregnancy advice.*

**Address:** SPACE@Connexions, Curzon House, 8 Curzon Street, Derby DE1 1LL.

**Tel:** 01332 643900

**Email:** [ask.for.advice@derby.gov.uk](mailto:ask.for.advice@derby.gov.uk)

**Web:** [www.derby.gov.uk/youthsupport](http://www.derby.gov.uk/youthsupport)

**Facebook:** [www.facebook.com/thespaceconnexionsderby](http://www.facebook.com/thespaceconnexionsderby)



# T

## Thinkuknow

*This service has lots of very helpful advice about how to keep safe when using the internet.*

**Telephone:** 0870 000 3344

**Web:** [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)

# V

## Voices in Action Youth Council

*For young people aged 11 to 19 who want to have their say on how to improve services for children and young people in Derby. Voices in Action Youth Council meet once a month at the Council House.*

**Telephone:** 01332 643471 or 07812300931

**Email:** [VIA@derby.gov.uk](mailto:VIA@derby.gov.uk)

**Web:** [www.derby.gov.uk/forums](http://www.derby.gov.uk/forums)

## Volunteering Matters

*Volunteering matters offer three services to children and young people in Care. These are:*

- Children in Care Council: this is a group of children and young people who are in or have left care who offer advice to the City Council*
- The Independent Visitor Service: a specially checked volunteer can link up with you to take you to activities*
- The Independent Advocacy Service: advocacy is a way of helping you have your say about what is going on for you when you are in care.*

**Telephone:** 01332 869 392

**Email:** Gill.Black@volunteeringmatters.org.uk

**Web:** [www.volunteeringmatters.org.uk](http://www.volunteeringmatters.org.uk)

**Text message:** 07717 740557



# Things to remember

# Addresses and Phone Numbers



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# Addresses and Phone Numbers



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# Addresses and Phone Numbers



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# Addresses and Phone Numbers



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## Important dates

**January**

**February**

**March**

**April**

**May**

**June**

**July**

**August**

**September**

**October**

**November**

**December**

## Notes

[illegible]



## Notes

[illegible]

## Notes

[illegible]

## Notes

[illegible]



# Word list

**Abusing** is using or treating someone wrongly or badly.

**Advice** is a suggestion or idea about what you think someone could do.

**Advocate** is someone not involved with Derby City Council, who can help you say what you think and want for yourself.

**Allowance** is an amount of money given to foster children 16 and over to spend on clothes or activities.

**Approved** describes someone who has been given permission to do something.

**Attitudes** are how you think or feel about something.

**Background** is your own family's history - where they are from, what they believe in, and how they live.

**Behaviour** is the way you do or say things.

**Bullied** is being hurt, frightened or threatened by someone.



**Care plan** is used to decide you should be in care, for how long, and what type of placement will best meet your needs.

**Children in Care (CiC)** every council has a CiC Council to make sure CiC have a link to councillors and managers. In Derby there is a monthly meeting of children and young people in care to work on improving things for CiC. If you are interested in finding out more or suggesting an issue important to you, please speak to your social worker.

**Communities** are people who live in one particular area, or people who are thought to be a group because of their common interests, background, nationality or religion.

**Complaint** is when someone says that something is wrong or not good enough and asks for something to be done about it.

**Complaints Manager** is the person who works for the Council that will look into your complaint.

**Confidential** is information that is shared only with people that really need to know about it.

**Consultation booklet** is for writing down how you feel about the way you are being cared for and what you want for the future. You will be sent a consultation booklet before your review meeting.

**Contact** means keeping in touch with family or friends by letter, phone or by visits.

**Customs** are ways of behaving or a belief that has been going for a long time.

**Dentist** is someone whose job is checking your teeth and helping you look after them.

**Designated teacher** is the teacher at your school who supports children in care.

**Diet** is the type of food that someone usually eats.

**Doctor** is a person whose job is treating people who are ill or have an injury.

**Encourage** is making someone more likely to do something, or making something more likely to happen.

**Friends Against Bullying (FAB)** is a programme run by children and young people in schools. FAB volunteers listen to you and support you if you are being bullied or are having problems at school.

**Foster carer** is someone who cares for children and young people in their own home.

**Fostering panel** is the group of adults that meet to decide whether people who want to be foster carers are suitable and can be approved.

**Fostering Team** is a team of social workers who work with foster carers to give a good service to children and young people.

**Grounded** is when you are stopped from going out as a punishment for bad behaviour.

**Harm** is being hurt or frightened by someone.

**Health assessment** is a health check done by a doctor or nurse.

**Health care plan** shows how we are going to help you stay healthy.

**In care** describes children who are in the care of Derby City Council.

**Independent Reviewing Officer** is the independent person who runs your reviews and checks that your care plan is working well for you.

**Individual** is what makes every person different in some way.

**Inspector** is a person who checks that things are being done properly.

**Judge** is a person who is in charge at court who makes legal decisions about the future plans for children.

**Leaving Care Team** is the group of people who will help you to get ready for your future independent life when you have stopped living with your foster family. They will help you with important decisions such as finding a place to live, a job, or to go on to college or university.

**Nurse** is someone whose job is caring for ill and injured people. A nurse can also offer advice on keeping healthy.

**OFSTED** monitor services that care for children and young people.

**Optician** is someone whose job is testing your eyes and making you glasses if you need them.

**Out-of-school activities** are things like tennis, rugby, football, trampolining, music and after school clubs.

**Parents' evenings** are meetings at school where you, your parents and your carers can talk with teachers about how you've been getting on at school.

**Pathway Plan** sets out how you will work towards adulthood and independent living. It looks at the support you will need and the role of your personal adviser.

**Personal Adviser** is a person who will support, advise and assist you after you have reached 16.

**Permission** is when you are allowed to do something.

**Personal Education Plan (PEP)** shows how we will meet your education needs.

**Personal hygiene** is how you keep your body and clothes clean.

**Personal possessions** are things like photographs, CD's, toys and posters that are important to you.

**Pocket money** is an amount of money given to you to spend on what you want.

**Praise** is saying that someone or something is very good.

**Privacy** means showing respect for things that are personal.

**Respect** means treating other people with kindness and care.

**Respite (for Foster carers)** is when you stay with another foster carer for a short time.

**Review meetings** assess how well your care plan is working and if any changes should be made to the plan.

**Reward** is something good that you get because you have worked hard or behaved well.



**Rights** are the things you are entitled to.

**Rules** are things you must or must not do.

**‘Safe care’** policy is written by foster carers to show how things should happen in your foster home to keep you safe.

**Services** are formal, religious ceremonies.

**Social worker** is a person whose job it is to be there to help and support children and young people in care, and their families, through difficult problems. You can always talk to your social worker if there is something you are not happy about.

**Statement of purpose** is the booklet that gives you information about the aims of Derby City Council’s Fostering Service.

**Treats** are something special or enjoyable generally awarded for good behaviour.

**Value** is when you appreciate something or someone - usually they are very important to you.

**VOYCE** is the organisation that provides advocates to children and young people.

**Worship** means saying prayers or taking part in religious ceremonies.

**Your file** is where we keep written information about you. We keep this in a safe place.

## My word list

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**We can give you this information in any other way,  
style or language that will help you access it.**

**Please contact us on 01332 716924  
Minicom 01332 640666**

### Polish

Aby ułatwić Państwu dostęp do tych informacji, możemy je Państwu przekazać w innym formacie, stylu lub języku.

Prosimy o kontakt: **01332 716924**      Tel. tekstowy: **01332 640666**

### Punjabi

ਇਹ ਜਾਣਕਾਰੀ ਅਸੀਂ ਤੁਹਾਨੂੰ ਕਿਸੇ ਵੀ ਹੋਰ ਤਰੀਕੇ ਨਾਲ, ਕਿਸੇ ਵੀ ਹੋਰ ਰੂਪ ਜਾਂ ਬੋਲੀ ਵਿੱਚ ਦੇ ਸਕਦੇ ਹਾਂ,  
ਜਿਹੜੀ ਇਸ ਤੱਕ ਪਹੁੰਚ ਕਰਨ ਵਿੱਚ ਤੁਹਾਡੀ ਸਹਾਇਤਾ ਕਰ ਸਕਦੀ ਹੋਵੇ। ਕਿਰਪਾ ਕਰਕੇ ਸਾਡੇ ਨਾਲ ਟੈਲੀਫੋਨ  
**01332 716924**      ਮਿਨੀਕਮ **01332 640666**      ਤੇ ਸੰਪਰਕ ਕਰੋ।

### Urdu

یہ معلومات ہم آپ کو کسی دیگر ایسے طریقے، انداز اور زبان میں مہیا کر سکتے ہیں جو اس تک رسائی میں آپ کی مدد کرے۔ براہ کرم  
منی کام **01332 640666** پر ہم سے رابطہ کریں۔

**Children and Young People's Directorate, Derby City Council,  
The Council House, Corporation Street, Derby DE1 2FS**

**Telephone: 01332 716924      Minicom 01332 640666  
www.derby.gov.uk**