



fostering
therapeutically
SINCE 1987



Welcome to ISP
**PARENT & CHILD
PLACEMENT**



A photograph of a baby being held by two adults in a grassy field. The baby is wearing a blue striped shirt and denim overalls. The adults are wearing jeans and white pants. The background is a bright green field with some trees in the distance.

**At ISP, we are
here to support
and guide you
in the care of
your baby or
child.**

During your time with us, we will:

- Make sure that you and your child are safe;
- Support you to care for your child;
- Help you learn the skills and knowledge needed to look after your child and yourself;
- Help you develop a healthy support network;
- Help you with any worries you have as a new parent.

Your foster parent is there to support and help you. You may feel nervous or worried about being watched or told what to do, but please remember that they are there to guide you, and not to judge you.

Your foster parent will be open and honest with you. They will always tell you what they're thinking – no surprises.

This booklet will give you some information about what to expect during your time with ISP, including the practical support that you will get and your responsibilities.



What we WILL PROVIDE

- Your own room, big enough to accommodate a cot
- Furniture (including a bed and storage for clothing)
- Equipment for your child (for feeding, bathing, changing, playing).

If you have your own equipment for your baby, we are happy for you to use it as long as it meets current safety guidelines.

Your foster parent will need to have access to your room to carry out necessary checks, e.g. that it is clean and safe for you and your child. They will not come in your room without you knowing.

You will also have access to the kitchen, bathroom and sitting room areas and you will have internet access in the home.



What your **FOSTER PARENT WILL DO**

Support you to develop your parenting skills and general life skills

Your foster parent will provide a safe and friendly home environment. They will give you time to rest and recover from childbirth, and help you care for your child while you get used to your new situation and surroundings.

Your foster parent will guide and help you in meeting your child's needs. If you're not sure what you need to do, they will support you to work things out and answer your questions. They will show you how to use any equipment that is new to you so that you can learn, become confident and in time be able to do things on your own or with fewer prompts. Your foster parent will help you to develop a daily routine that helps to structure your day and helps babies and young children feel safe and secure.

Your foster parent will talk with you about your child's needs and development, help you to recognise the ways in which you can help your child to meet their developmental milestones (e.g. with eye contact, smiling and talking to your child). They will help you to learn about your child's needs and what to expect as they grow up.



Help you to access appointments for your child

Your foster parent will help you to register with local health services so that you and your child can get help with any health problems, and your child can have their development checks.

They might go with you to your child's appointments with the Midwife/Health Visitor. This can be helpful as there is often a lot of information to remember. Your foster parent can make notes and talk about what you have been advised to do when you are back at home. They can help you to put the advice into practice.



Report safeguarding concerns

Your foster parent is required to report any concerns they might have for your child's safety and wellbeing in your care to ISP and to your child's social worker.



Support you with your own religious, cultural, learning or health needs

If you have particular religious or cultural needs, let your foster parent know. They will make sure that you are able to follow important routines and access appropriate food or other products that you need.

If you have additional learning needs, your foster parent will share information with you in ways that you can understand. They can help you to read letters or emails that you receive from government or health services, and can help you to fill out forms.

If you have a health problem, make sure that your foster parent knows about this and how you would like them to help you. If you have a personal appointment and cannot take your child with you, your foster parent will look after your child while you attend. If you are taking part in a treatment programme for drug or alcohol misuse, your foster parent will support you to attend treatment sessions and meetings and manage any medication prescribed for this purpose.

Keep records

Your foster parent will make daily records, noting how well you met your baby's needs and managed practical tasks such as shopping, laundry and cooking. Their records are seen by your child's social worker and the ISP Supervising Social Worker. Your foster parent will also share the records with you, and you will be able to add your own comments.

The records will include observations of:

- How well you met your child's physical care needs, e.g. feeding, bathing, clothing, safety, health, supervision;
- Your emotional interactions with your child, e.g. bonding, play, warmth, consistency, responsiveness;
- How you meet your child's developmental needs, e.g. having a daily routine, social activities;
- Your independent living skills, e.g. managing money, social interactions, responsibility, problem solving;
- Your self-care, e.g. personal health & hygiene, relationships, having your own interests, your frame of mind.

Confidentiality

Your circumstances and history are strictly confidential to your foster parent and not their family or friends. You can feel reassured that no discussions will take place between family members and friends.

The ISP Supervising **SOCIAL WORKER**

Your foster parent is supported by an ISP social worker, who supervises and supports your placement. They visit regularly and have phone contact with your foster parent. The Supervising Social Worker reads your foster parent's daily log and shares it with your/your child's social worker. They will talk to you about how you are feeling, and how you are getting on in placement. You can ask to speak with them if you have any concerns.

Your/your child's **SOCIAL WORKER**

Your/your child's social worker makes the decisions about the placement, in partnership with you and ISP. At the start of the placement they will hold a planning meeting to ensure that everyone knows what the aim of the placement is, and so everyone knows their responsibilities. This becomes the Placement Plan. The social worker will then visit regularly and review your progress.

The social worker is responsible for making decisions about your parenting capacity. They might instruct an independent assessor to help them make

their decision. The assessor will come to meetings, view your foster parent's reports, meet with you and report to your/your child's social worker.

You can go to these meetings and make comments if you wish. Your social worker will explain to you what each meeting is going to be about and tell you who else will be there and why. For example, your Health Visitor might attend. If you would like certain people to attend, let your/your child's social worker know.





Your PLACEMENT PLAN

Your Placement Plan sets out the aims of your placement with ISP, and includes all expectations of you and your foster parent. This includes:

What you can/can't do;

- How much observation and supervision is needed;
- Whether you can go out without your foster parent;
- Sleeping arrangements;
- Finances – who will pay for clothing, travel, activities etc?

Only your local authority or the court can change the plan. It is important to let them know about anything you are not happy with.

How long the PLACEMENT WILL LAST

Parent and Child Placements usually involve a 3-month assessment, although this can be longer depending on your and your child’s needs.

Month 1	Settling in, with full supervision by the foster parent
Month 2	Increasing independence. This might include visitors allowed, short periods of time spent alone with your child, or time out without your child (foster parent babysitting)
Month 3	Moving towards independence with your baby or Local authority decision for you and your baby to separate or Extension of the placement if a decision cannot yet be made

Your RESPONSIBILITIES

Your responsibilities will be set out in the Placement Plan.

You will need to show that you can care for your child at all times, e.g. getting up, bathing, feeding, changing and playing, with supervision from your foster parent (as agreed in the Placement Plan).

You will be expected to follow reasonable household rules. These will include times of waking and sleeping, keeping your room and shared areas of the house clean and tidy, where to store medicines, and expectations about smoking and alcohol.

You must inform your foster parent if you have any appointments for yourself or your child. If you have an appointment and cannot take your child with you, your foster parent will look after your child while you are at the appointment.





Safer SLEEPING

You will get a copy of our Safer Sleeping Guidance. Your foster parent can read this with you and make sure you understand what is expected.



Bathtime SAFETY

Babies and young children are at risk of drowning if left unattended in the bath. They can drown in as little as 5cm (2 inches) of water.

Always:

- Stay with your baby or toddler the whole time they're in the bath.
Never leave them for a moment.
- If you use a bath seat, remember that it's not a safety device. You still need to stay with them all the time.
- Empty the bath as soon as you've taken your child out.
- Keep your child within arm's length.
- Give them your full attention (leave phones outside the bathroom).
- Bathe your child in the smallest amount of water possible.
- If you need to move away from the bathroom, **take your child with you.**

Always:

- Put your baby to sleep on their back. If you check on baby and find them on their front, gently roll them over.
- Keep baby's cot clear of pillows, quilts, bumpers and toys. A clear cot is a safe cot.
- Put baby to sleep in a cot or Moses basket. Avoid sleeping pods and nests.
- Don't put baby to sleep in your bed and don't fall asleep while cuddling or feeding them.
- Sleep in the same room as your baby for at least the first 6 months.
- Keep baby's environment smoke-free.
- Avoid over-heating your baby. Over-heating can be caused by using too many sheets or blankets, or by swaddling baby. Babies lose heat through their heads, so keep their head uncovered while they sleep.

Our Complaints PROCEDURE

At ISP we do our best, but sometimes things go wrong. For example,

- You might feel that we have made a wrong decision;
- You might think that we have not done something that we should have done;
- You might be upset about something that your foster parent, or an ISP member of staff has done.

We hope you will tell us if this happens.

How can I make a complaint?

You can make a complaint in a number of different ways:

If your complaint is about ISP, you could talk to your foster parent about it and tell them that you want to make a complaint. They will put you in touch with the local ISP manager or ISP Complaints Officer.

You can contact your local ISP manager yourself. They will be the first person who will look at your complaint and try to put things right.

Call your local ISP office: _____

You can contact the ISP Complaints Officer yourself.

The Complaints Officer
Integrated Services Programme
Tunstall Court
4 Gore Court Road
Sittingbourne, Kent
ME10 1GL

Email:

complaints@ispfostering.org.uk
(put the word 'complaint' in the email title)

Fill out the online form at:

[https://www.i-space.org.uk/
send-us-your-ideas/](https://www.i-space.org.uk/send-us-your-ideas/)



Do I have to put my complaint in writing?

No. It is helpful if you can, but if you would prefer to talk to someone they will write it down.

What happens next?

This depends on what your complaint is about. The ISP Manager or Complaints Officer will listen to your complaint and agree with you what should happen next.

We will take your complaint seriously, look into what has gone wrong, and let you know what we will do to put things right for you.

We will always let your/your child's social worker know that you have made a complaint about ISP, so that they can support you.

What happens if I am not happy with the outcome of my complaint?

Let your social worker or the ISP Complaints Officer know that you are not happy. They will ask us to look at your complaint again.

At this stage, you might also like to ask for an advocate to help you. They can come with you to meetings about the complaint, and help you to share your views with us. If you would like an advocate, we can help you to find one, or you could ask your social worker to do this. There are contact details for a national advocacy service on the back of this booklet.

If you still feel that ISP has not listened to you or treated you fairly, you can contact Ofsted. Their contact details are on the back of this booklet.

Ofsted

Piccadilly Gate
Store Street
Manchester
M1 2WD

Telephone: 0300 123 1231

Text: 0161 618 8524

Email: enquiries@ofsted.gov.uk

Website: www.ofsted.gov.uk

National Youth Advocacy Service (NYAS)

Telephone: 0808 808 1001

Email: help@nyas.net

Website: www.nyas.net



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