

Placement plan template

How this home will meet this child's needs day to day. Written with them, not about them.

Complete this with the young person. A plan they have not been part of is a plan they have no reason to follow. Write what helps when things are hard in their words and in enough detail that somebody covering a night shift would know what to do.

CHILD'S NAME	DATE OF BIRTH	DATE THEY CAME TO LIVE HERE
SOCIAL WORKER	PLAN WRITTEN BY	DATE

ABOUT THIS CHILD

Only what is needed to care for them well.

Known as / how they want to be addressed

Legal status

Who holds parental responsibility

Responsible local authority

Social worker and contact details

IRO and contact details

Care plan date, and date of last review

WHAT THIS YOUNG PERSON SAYS THEY WANT FROM LIVING HERE

In their own words. Do not tidy them.

DAY TO DAY

Morning routine, and what helps it go well

Education — setting, transport, who to contact

What happens if they will not go to school

Evening and bedtime routine

Food, likes, dislikes, allergies and who cooks

Pocket money, savings and how it is given

Phone, internet and what has been agreed

Going out — where, with whom, what time back

HEALTH

What the home needs in order to care for them. Nothing more.

GP, dentist and optician

Health appointments due, and who takes them	
Any medication — held, administered and recorded how	
Allergies or medical conditions staff must know about	
Emotional and mental health support in place	
Who to contact out of hours	

FAMILY, CONTACT AND PEOPLE WHO MATTER

Who they see, how often, and where	
Who supervises contact, where it is supervised	
Anybody they must not have contact with, and why	
Who they ask about, and what has been agreed	
Who they can ring, and when	
Advocate, and how they reach them	

WHAT HELPS WHEN THINGS ARE HARD

The most important section on this sheet. Space, a drink, being left alone for twenty minutes, a particular member of staff, going for a walk. Be specific.

WHAT MAKES THINGS WORSE

From the young person, and from people who know them.

WHO DOES WHAT

The home is responsible for	
The social worker is responsible for	
The school or college is responsible for	
Health services are responsible for	
The young person has agreed to	
Anything nobody has picked up	

AGREEMENT

Contains special category data about a child. Hold securely and share only with those who need it.

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YOUNG PERSON'S SIGNATURE

KEY WORKER

REGISTERED MANAGER

COPY GIVEN TO THE YOUNG PERSON ON

DATE

DATE

DATE

DATE PLAN WILL BE LOOKED AT AGAIN