

Useful phone numbers

Social worker – [REDACTED]

Customer Relations Unit – 01942 828085

Chairperson or the Independent Reviewing Officer –
01942 487150

Looked After Children Reviews: A guide for parents and carers



This leaflet is also available in other languages, on audio tape or CD and in large print.
Contact us at Department of Adult Services, Customer Relations Unit, Civic Centre, Millgate,
Wigan, WN1 1AZ. Phone: 01942 827173 • E-mail: ssdcru@wigan.gov.uk

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Website: www.wigan.gov.uk

Children and Young People's Services

Looked After Children Reviews

Questions and answers about reviews

What is a review?

A review is a meeting to talk about your child, if he or she is being 'looked after'. The meeting looks at the practical arrangements for your child and makes plans for their future.

What does 'looked after' mean?

It means either:

- we have arranged for your child to be looked after on your behalf – they may live with relatives or friends, foster carers, in a children's home, or in a residential school; or

- we share parental responsibility with you (if they are subject to a care order) – in this case, they may live at home.

Who comes to a review?

Apart from yourself, it's normally your child, the social worker, your child's carers and the chairperson. Other people who might come to the review are teachers, health visitors or other professionals involved with your child. Children over the age of four are usually invited to their review, and we use a variety of ways to get them involved (depending on their age and understanding).

Who is the chairperson?

The chairperson is an independent reviewing officer. He or she is there to run the meeting, take notes, make sure that any problems are discussed, and that the plans made are right for your child.

Before the meeting, your child can talk to the independent reviewing officer to let him or her know their views and wishes, and how best to present them at the meeting.

What happens in a review?

The chairperson will start the review meeting by asking people to introduce themselves. Everyone will then have the opportunity to talk about where your child is living (their placement), any changes that need to be made and future plans for your child.

At the end of the meeting, recommendations will be made. The social worker will go through the recommendations with you if you are unsure or need more information.

How long does a review meeting last?

It usually lasts about an hour, but it can be shorter or longer.

What happens after the review?

The chairperson will send you a copy of the notes and recommendations of the meeting. It is important that

everyone completes any action that has been agreed because this will be looked at again at the next review.

What if I can't come to the review?

As the parent or carer, it is important that your views are heard. If you cannot come to the meeting, you can tell your social worker what you want to say, put it in writing, or tell the chairperson.

What if I don't agree with plans made at the meeting

Everyone at the meeting has a right to give their opinion, but some decisions may be made even if you disagree. Even so, your social worker or the chairperson should explain decisions to you.

If you are not satisfied with the plans for your child, you can challenge decisions by using the Children and Young People's Services customer care procedures to make your views known or to make a formal complaint. Your social worker can give you a leaflet called 'Customer Care – tell us what you think' to help you do this, or you can

contact the Customer Relations Unit on 01942 828085 for advice.

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How often do reviews take place?

The first review should take place before your child has been looked after for one month. The next review takes place within three months and after that within six months. If changes to the plans for your child are being proposed, meetings may be arranged more often to talk about these proposed changes and so you can be involved in making the decisions.

What if I'm not happy about the review?

If you want to talk to someone about the review, you can speak to the social worker or the chairperson. If you are not happy with the response you get, you can use the Children and Young People's Services customer care procedures to make your views known or to make a formal complaint. Your social worker can give you a leaflet called 'Customer Care – tell us what you think' to