

PROSPECTIVE FOSTER CARER(S) REPORT

Section F

LEEDS FOSTERING SERVICE INITIAL PERSONAL PROFESSIONAL DEVELOPMENT PLAN (PPDP)

The PPDP is constructed by identifying any gaps in the prospective foster carer's experience, understanding and training when looking at:

- their competency matrix;
- their participation and learning from the preparation and training programme;
- the CWDC standards for training, support and development standards for foster care.

It is a systematic means to plan the foster carers training and development in the first year against key tasks.

The resulting PPDP becomes the framework for supervising foster carers during their first year of fostering and a review of this PPDP should be presented to panel with their first annual foster care review.

In the interview you must identify key tasks with the foster carer for their first year. After the interview, complete a record, including training and development needs identified. A copy goes to the carer, one copy to the Organisational Development Unit and one copy should be placed on the foster carer's personal file.

The Training and Development needs identified should be fed into the Training Plan by the Organisational Development Unit.

REMEMBER

- The interview should be participatory – a two-way process.
- The Initial Personal Development Plan should be reviewed after 12 months and should go to panel with the first review (with an interim discussion after 6 months to review progress at the foster carers' supervision).
- The progress on training and development sheet should be kept with the foster carer, and completed throughout the year as tasks are accomplished. The foster carer should bring the completed form to the Personal Development plan review.
- Following the 12 month review a Foster Carer / Personal Development Plan should be completed.

Name of Foster Carer(s)

Name of Supervising Social Worker

Competency matrix

To be completed as part of the Foster Carer Assessment

Areas for further development	How will this be achieved?	By when?

CWDC standards for foster care

To be completed as part of the Foster Carer Assessment

CWDC standard	Comment on degree of attainment	Proposed action
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 and healthy caring		
Standard 4: Know how to communicate effectively		
Standard 5: Understand the development of children and young people		
Standard 6: Safeguard children and young people (keep them from harm)		
Standard 7: Develop yourself		

How will the fostering agency help the foster carers achieve this PPDP?

Identify training and development opportunities completed by the foster carer prior to the PDP meeting:

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Post-approval training and preparation programme

(Please include any preparation sessions that were missed by the prospective foster carers during their assessment)

New carers must take five courses in induction year.

Year 1

Areas for further development and training	How will this be achieved?	By when?	CWDC standards covered
Safer Care	Training Course		
Objectives			
Promoting pro social behaviour	Training Course		
Objectives			
Healthy Lifestyle	Training Course		
Objectives			
Attachment and Loss	Training Course		
Objectives			

Areas for further development and training	How will this be achieved?	By when?	CWDC standards covered
• Education Issues of LAC	Training Course		
Objectives			
+ First Aid (FP)	Training Course		
Objectives			
+ Moving and Handling (FP)	Training Course		
Objectives			
Other	Training Course		
Objectives			
Other	Training Course		
Objectives			

+ Denotes mandatory training for Family Placement carers for disabled children.

- Not mandatory in year one for Family Placement carers.

New carers must undertake five training courses in the Induction Year.

Year 1

Induction programme to be attended with dates

Welcome to the Department

Objectives

Induction checklist with supervising fostering officer

Objectives

Attend minimum four support groups (should attend number of support groups mandatory for PFS Level)

Objectives

We / I understand that during our first year of fostering, we/I will work with our/my supervising social worker to achieve this PPDP and that our/my progress will be reviewed as part of our first annual review which is presented to panel.

Signature

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Signature

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Date

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PROGRESS ON PLAN

This section should be used as an on-going tool to record progress throughout the year. It should be kept with the foster carer and completed throughout the year as tasks are accomplished. The foster carer should bring the completed form to the Personal Development Plan Review.

PROGRESS ON TRAINING AND DEVELOPMENT PREVIOUSLY AGREED

Training or development

Outcomes including CWDC standards met

Date completed

Training or development

Outcomes including CWDC standards met

Date completed

Training or development

Outcomes including CWDC standards met

Date completed

Training or development

Outcomes including CWDC standards met

Date completed

Training or development	
Outcomes including CWDC standards met	
Date completed	
Training or development	
Outcomes including CWDC standards met	
Date completed	
Training or development	
Outcomes including CWDC standards met	
SUPPORT GROUPS ATTENDED	
Title and date	
Learning outcomes	
Title and date	
Learning outcomes	
Title and date	
Learning outcomes	

Title and date
Learning outcomes
Title and date
Learning outcomes
Title and date
Learning outcomes
Title and date
Learning outcomes
Title and date
Learning outcomes