



DELEGATED AUTHORITY - DECISION SUPPORT TOOL

Appendix One

This document is designed to support social workers, parents, foster carers and young people to discuss who has the authority to give consent/agreement or undertake a particular task for a child who is [Looked After], i.e. Delegated Authority. It should be used to help prepare for the initial Placement Planning meeting and each subsequent review when the Placement Plan is considered. It is

an aide to good practice in working with delegated authority. It does not replace or replicate the Placement Plan which is the legal requirement for this purpose, but should be used in conjunction with the Placement Plan.

The aims are to ensure that the Placement Plan:

- is viewed as a living document that can change over time
- covers all the areas necessary for individual children
- Is clear and inclusive of parents and foster carers.

This tool is not a definitive or exhaustive list of tasks and responsibilities. Over the life of a child's placement with foster carers, other areas will inevitably arise and require clarification and not all of the elements that are included will apply to every young person. Clarifying who is best placed to take everyday decisions depends on many factors: the young person's age, views, legal



status and care plan, the parents' views and the experience and the views of the foster carers. Collaboration and consultation are essential for successful partnership working.

Delegated Authority in relation to:

Child's name and CareFirst J no

Carer(s) name(s)

Parent/person(s) with PR.....

Children's Social Worker

Fostering Supervising Social Worker

Consent/agreement/task	To whom is the authority delegated? (delete as applicable)	Who delegates the authority? Local Authority (S31& 38)/person(s) with PR (S20)? (delete as applicable)	Notes (inc. notifications, prior consultation/recording requirement/conditions)	Date agreed
1. Medical and Health				
1.1 Signed consent to emergency medical procedures	N/A	N/A	Service Manager / person(s) with PR or via EDT	
1.2 Consent – routine immunisations	Carer/SW	LA / Person with PR		
1.3 Planned medical	Carer/SW	LA / Person with PR	Can be delegated for	



procedures			routine treatment but Service Manager / person(s) with PR for surgery / anaesthetic	
1.4 Medical procedure carried out in the home where the person administering the procedure requires training (e.g child with disability/illness)	Carer/SW	LA / Person with PR		
1.5 Dental - signed consent to dental emergency treatment inc anaesthetic Carer	Carer/SW	LA / Person with PR	NB Can be delegated provided no general anaesthetic – if general anaesthetic then Service Manager / person(s) with PR	
1.6 Dental - routine treatment inc anaesthetic	Carer/SW	LA / Person with PR	NB Can be delegated provided no general anaesthetic – if general anaesthetic then Service Manager / person(s) with PR	
1.7 Optician – appts,	Carer/SW	LA / Person with PR		



glasses				
1.8 Consent to examination/treatment by school Doctor	Carer/SW	LA / Person with PR		
1.9 Administration of prescribed/over the counter medications	Carer/SW	LA / Person with PR		
1.10 Permission for school to administer prescribed/over the counter medications	Carer/SW	LA / Person with PR		
1.11 Referral/ consent for YP to access another service e,g CAMHS	Carer/SW	LA / Person with PR		
2. Education				
2.1 Signed consent for school day trips	Carer/SW	LA / Person with PR		
2.2 Signed consents for school trips of up to 4 days	Carer/SW	LA / Person with PR	Social Worker / person(s) with PR to back up with written consent	
2.3 Signed consents for school trips of over 4 days	Carer/SW	LA / Person with PR	Social Worker / person(s) with PR to back up with written	



			consent	
2.4 School trips abroad	N/A	N/A	Service Manager / person(s) with PR	
2.5 Using computers at school	Carer/SW	LA / Person with PR		
2.6 School photos	Carer/SW	LA / Person with PR	When S31 and 28, Parental involvement to be encouraged	
2.7 Attendance at parents' evenings	Carer/SW	LA / Person with PR	When S31 and 28, Parental involvement to be encouraged	
2.8 Attendance at PEP meetings	Carer/SW	LA / Person with PR	When S31 and 28, Parental involvement to be encouraged	
2.9 Attendance at unplanned meetings re incidents or immediate issues	Carer/SW	LA / Person with PR		
2.10 Registering at a school	Carer/SW	LA / Person with PR	When S31 and 28, Parental involvement to be encouraged	
2.11 Changing a school	Carer/SW	LA / Person with PR	Consultation needed with IRO When S31 and 28, Parental involvement to be encouraged	



2.12 Referral/ consent for YP to access another service (please specify the service)	Carer/SW	LA / Person with PR		
2.13 Personal Health and Social Education (PHSE)	Carer/SW	LA / Person with PR		
3 Personal, leisure and home life				
3.1 Passport application	Carer/SW	LA / Person with PR	Can only be signed for by someone holding PR	
3.2 Overnight with friends ('sleep overs')	Carer/SW	LA / Person with PR	Carers are expected to undertake checks as a "good parent" before agreeing to an overnight stay	
3.3 Holidays within the British Islands	Carer/SW	LA / Person with PR		
3.4 Holidays outside the British Islands	N/A	N/A	Service Manager / person(s) with PR	
3.5 Sports/ social clubs	Carer/SW	LA / Person with PR		
3.6 More hazardous activities- e.g horse riding, skiing, rock climbing	Carer/SW	LA / Person with PR	Can be delegated to foster carer provided SW is aware of arrangements	



3.7 Haircuts/colouring	Carer/SW	LA / Person with PR	Can be delegated to foster carer unless dramatic changes planned then SW / person(s) with PR needs to be consulted	
3.8 Body piercing	Carer/SW	LA / Person with PR	In English law, it is illegal for under 16s to have their genitals pierced. It is also illegal for females under 16 to have their breasts pierced, although this does not apply to males under 16.	
3.9 Tattoos	N/A	N/A	It is illegal for anyone under the age of 18 to have a tattoo	
3.10 Mobile phone	Carer/SW	LA / Person with PR	NB ensure SW liaison with LADO for any risks around exploitation	
3.11 Part time employment	Carer/SW	LA / Person with PR	NB ensure actions are in line with Education Act 2002	



3.12 Accessing social networking sites e.g Facebook, Twitter, MSN	Carer/SW	LA / Person with PR	NB ensure SW liaison with LADO for any risks around exploitation	
3.13 Photos or other media activity	SW	LA / Person with PR	NB ensure SW liaison with Snr Managers and Comms team in these situations	
4 Faith and religious observance				
4.1 New or changes in faith, church or religious observance	Carer/SW	LA / Person with PR	With agreement of parents	
4.2 Attendance at a place of worship	Carer/SW	LA / Person with PR	Check with birth parents about attendance	
5 Identity and Names				
5.1 Life story work	Carer/SW	LA / Person with PR		
5.2 New or changes in 'nicknames', order of first names, or preferred names.	Carer/SW	LA / Person with PR		
6. Contact				
6.1 Transport	Carer/SW	LA / Person with PR	Foster carers to provide	
6.2 Arranging	Carer/SW	LA / Person with PR	Can be delegated to foster carers	



6.3 Facilitation	Carer/SW	LA / Person with PR	Can be delegated to foster carers	
6.4 Formal supervision	Carer/SW	LA / Person with PR	Can be delegated to foster carers	
7. Other areas or categories				
8. Additional notes or questions				

Signature of child/young person Date

Signature of carer or carers Date

Signature of parent/persons(s) with PR Date

Signature of child's social worker Date

Signature of fostering supervising social worker Date