

- ✓ To be completed by the child's main Foster Carer/s at least four weeks prior to holiday leave commencing or as soon as possible once the need for the break is identified.
- ✓ To be used where holiday will be taken using a relief care arrangement or carer to carer respite placement.
- ✓ Separate form to be completed for each child.
- ✓ Completed form to be emailed securely by foster carer/s to the area Fostering Support Team DUTY mailbox copying in their Fostering Social Worker

Date of Request:			
Main Carers Details:			
Fostering Social Worker:			
Break requirement			
Start Date:		Start Time:	
Return Date:		End Time:	
<i>Break start and finish times must be the same otherwise day care payments will need to be agreed.</i>			
Number of Nights:			
Type of break requested <i>Please tick which type of break is required.</i>			
Main Carer Holiday Allowance: Y/N		Break additional to Holiday Allowance to support placement stability: Y/N	
Funding where break is in addition to holiday allowance (Carer to Carer respite only)			
Funding Agreed and Date:		Any Enhanced Payments?	
Who will provide the break			
Relief Carer Y/N		Foster Carer Y/N	
Child's Name:			

Age and DOB:			
Child's Social Worker & contact details (inc mobile telephone number):			
Child's Team Manager & contact details:			
Placement with siblings of other children?		Can siblings share a bedroom?	
Previous Foster Carers used or who have a positive relationship with the child?		Have any preliminary discussions been had with these Foster Carers about providing break & outcome:	

FOR USE BY THE FOSTERING SUPPORT TEAM

Name(s) of Relief Carers or Foster Carers providing break:	
Address and contact numbers of Relief Carer/s or Foster Carers providing break:	
Respite Foster Carers Allocated Fostering Social Worker:	
Record of main Foster Carers Holiday Leave by Business Support:	