



WORKSHOP BOOKING FORM

ASSESSING FOSTER CARERS AND ADOPTERS

THEME

This workshop will be suited to practitioners and managers working in adoption and fostering. It will consider all the elements involved in making assessments thorough and robust from initial enquiry to presentation at panel

WHO SHOULD ATTEND

This workshop would suit both new and experienced practitioners.

LEARNING OBJECTIVES

By the end of the 2 days, participants will have:

- Considered how to prepare for an assessment
- Looked at how to analyse their information gathered during the assessment
- Considered how to pull the information together to create reports to panel that are fit for purpose
- Had opportunity to share good practice with workers from other agencies.

Facilitator: Lindsey Dunbar, Trainer/Consultant

Date: 16 & 17 November, 2016

Venue: Conference House, 152 Morrison Street, Edinburgh EH3 8EB

Time: 10.00am – 4.30pm

Cost: Member Rate £195.00 + VAT

Non Member Rate £235.00 + VAT

Individual Member Rate £175.00 + VAT

(refreshments & lunch will be provided)

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Venue: Conference House, 152 Morrison Street, Edinburgh EH3 8EB

DELEGATE INFORMATION

Name: _____

Position: _____

Organisation: _____

Address: _____

_____ Post Code: _____

Telephone: _____ Email: _____

Dietary/Disability Access Requirements: _____

PAYMENT METHOD

Billing Address/invoice: _____

_____ Post Code: _____

Purchase Order Number: _____

Member rate £195.00 Non Member rate £235.00

Individual Member Rate £175.00

Please invoice: Remittance enclosed:

Cheque (including VAT) made payable to AFA Scotland

CANCELLATION POLICY

After receipt of written confirmation of place allocated	25% of fee
Cancellation between two and four weeks prior to the date	50% of fee
Cancellation between one week and two weeks prior to the date	75% of fee
Cancellation within one week of the date	100% of fee

Please return your completed form to:

Brenda Reilly, Business Support & Finance Manager
AFA Scotland, Conference House,
152 Morrison Street, The Exchange, Edinburgh EH3 8EB
Tel: 0131 248 2403 Email: info@afascotland.com

OFFICE USE ONLY

Invoice Number: _____

Cheque Number: _____

Date Confirmed: _____

