



## WORKSHOP BOOKING FORM

### THE CHILD ADOPTION AND PERMANENCE REPORT (CAPR) *When children cannot go home*

#### THEME

When permanent placement away from home is planned for a child, a report must be written that serves multiple purposes and requires the greatest care. The child's social worker must make sure that the child, their family, their history and their current and future needs are thoroughly understood and set out in writing. This report is written for a range of different audiences, including Panels, Courts and potential future substitute parents for the child.

The CAPR format has been designed to replace the former Form E which is now outdated. The CAPR format is geared to ensuring that the reasoning and evidence that led to a decision to separate a child from their family is set out, understood and acknowledged by all concerned, whilst also thoroughly and sensitively describing the child and their needs. It has also been designed to be a document to fulfil other vital duties to the child. These include providing a written document to help prospective substitute parents decide if they are suitable to become a new family for the child and further, whether they can offer the experiences and commitment that the child may need for developmental recovery. Very importantly, the CAPR is geared to giving information for the child as they grow up, providing them with a coherent narrative of their life. The information required for inclusion in the CAPR can help the child and their substitute family understand how and why decisions were taken on the child's behalf, what efforts were made to help the child's birth family, and what efforts were made to ensure the child and their needs were considered and met as carefully as could be expected of a good parent.

Writing a report that meets the requirements of a range of parties while remaining sensitive and child focussed can feel an overwhelming challenge for social workers. This workshop will explore the use of the Child Adoption and Permanence Report to satisfy the needs of competing audiences and, most importantly, those of the child now and in the future.

#### WHO SHOULD ATTEND

Social workers, social work managers, Adoption and Permanence Panel Members, Members of the Children's Hearing, Local Authority Legal Advisers.

#### LEARNING OBJECTIVES

Delegates will:

- Learn about the structure and content of the CAPR.
- Explore how to ensure the CAPR meets the needs of multiple parties and processes while ensuring that the report also clearly and empathetically reflects the child, their personality, their individual and family history, their family membership and relationships.
- Consider how to identify the child's current and probable future emotional, physical and cultural developmental needs and what the child may require from their new family.
- Explore how to ensure that the child's needs remain the paramount concern in any decision making/matching for permanence procedures.

Date: Thursday 31 August, 2017  
Venue: Edinburgh (to be agreed)  
Cost: £110.00  
Times: Registration: 9.30am  
Start: 10.00am  
Close: 4.00pm

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Date: Thursday 31 August, 2017  
Venue: Edinburgh (to be agreed)

### 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 £110.00 + VAT  Non-Member rate £150.00 + VAT   
Individual rate £90.00 + VAT

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](mailto:info@afascotland.com)

### OFFICE USE ONLY

Invoice Number: \_\_\_\_\_  
Cheque Number: \_\_\_\_\_  
Date Confirmed: \_\_\_\_\_