



## ONLINE WORKSHOP BOOKING FORM

### MINUTE TAKING FOR KINSHIP CARE PANELS

#### THEME

Kinship care panels deal with making complex recommendations for children and their families. This online workshop will consider the task of being a minute taker within these meetings where crucial life-changing discussions take place. It will consider the legal context, explore key information required for a good minute, discuss useful kinship research relevant to the role and share good practice with others in a safe setting.

#### WHO SHOULD ATTEND?

This workshop is aimed at all minute takers.

#### LEARNING OBJECTIVES

- Consider the legal context for kinship panels
- Explore the key information required for a good minute
- Discuss useful kinship research relevant to this important role
- Share good practice with others in a safe setting

Facilitator: Ravinder Kaur

Date: 7<sup>th</sup> September 2020

Venue: Online Platform

Cost: £85.00 + VAT

## AFA SCOTLAND BOOKING FORM

# MINUTE TAKING FOR KINSHIP CARE PANELS

Date: 7<sup>th</sup> September 2020  
Venue: Online Platform  
Facilitator: Ravinder Kaur

### DELEGATE INFORMATION

Name: \_\_\_\_\_  
Position: \_\_\_\_\_  
Organisation: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_ Post Code: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

### PAYMENT METHOD

Billing Address/invoice: \_\_\_\_\_  
\_\_\_\_\_ Post Code: \_\_\_\_\_  
Purchase Order Number: \_\_\_\_\_

Member rate £85.00 + VAT                      Non-Member rate £125.00                     

Please invoice:

*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:** [info@afascotland.com](mailto:info@afascotland.com)

### OFFICE USE ONLY

Invoice Number: \_\_\_\_\_

Cheque Number: \_\_\_\_\_

Date Confirmed: \_\_\_\_\_

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