

# Child Foster Placement Policy

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# Child Foster Placement Policy

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## **1. Introduction**

- 1.1 This policy details the circumstances when employees who are General Foster Carers or Family and Friend Foster Carers who are approved by Bury Fostering Service are taking on a placement/child under a short or long term fostering arrangement.
- 1.2 For cases relating to adoption please see the adoption policy.

## **2. Qualification**

- 2.1 To qualify, staff members must:
  - have continuous service of not less than one year with Bury Council/CCG
  - provide a notice of acceptance for a placement
  - have not taken child placement leave in the last 12 months
  - be the primary carer of the child
  - In exceptional circumstances, when the needs of the child requires both carer's full time involvement, leave may be granted when the staff member is not the primary carer.

## **3. Entitlement**

- 3.1 Qualifying staff can have up to six weeks paid leave of absence following the placement being made.
- 3.2 If the Council/CCG employs both foster carers, then only one shall be entitled to receive this leave.
- 3.3 Where only one foster carer works for the Council/CCG, there shall be entitlement, provided that their partner is working but not entitled to claim equivalent leave. There shall be no entitlement where the partner is not working; unless there are exceptional circumstances, when the needs of the child require both carer's full time involvement.
- 3.4 There is only one period of leave and or pay available irrespective of the number of children being fostered.

## **4. Payment**

- 4.1 Where the child placed is under five years of age on the day of placement:
  - weeks 1–3 inclusive will be paid at 90 per cent of pay

- weeks 4–6 inclusive will be paid at half pay. Staff not returning to work by the first day of the seventh week shall repay the three weeks' at half pay.
- Where the child placed is over five years of age on the day of placement one week's leave with pay shall be available to the primary carer in consultation with the line manager.

4.2 In exceptional circumstances, when the needs of the child require the carer's full time involvement for a longer period of time, the leave entitlement for a child under five years of age may apply at the discretion of the Head of Service.