

SCHEDULE 2

Regulations 2 and 39

Records to be kept by service providers

1. A record showing in respect of each child placed with foster parents—
 - (a) the date of the child's placement;
 - (b) the child's care and support plan;
 - (c) the foster care agreement in respect of the child;
 - (d) the name and address of the foster parents;
 - (e) the date on which the child ceased to be placed there;
 - (f) the child's address prior to placement;
 - (g) the child's address on leaving the placement;
 - (h) the child's local authority;
 - (i) the statutory provision under which the child is or was provided with foster care.

Commencement Information

I1 Sch. 2 para. 1 in force at 29.4.2019, see [reg. 1\(2\)](#)

2. A record of all persons working for the service provider, which must include in respect of a person falling within regulation 30(1) the following matters—
 - (a) full name and home address;
 - (b) date of birth;
 - (c) sex;
 - (d) qualifications relevant to, and experience of, work involving children;
 - (e) copy of birth certificate and passport (if any) in respect of the person;
 - (f) copy of each reference obtained in respect of the person;
 - (g) whether the person is employed by the service provider under a contract of service, a contract for services, or otherwise than under a contract, or is employed by someone other than the service provider;
 - (h) whether the person works full-time or part-time, and, if part-time, the average number of hours worked per week;
 - (i) the dates on which the person commences and ceases to be so employed;
 - (j) the position the person holds in the service;
 - (k) records of disciplinary action and any other records in relation to the person's employment; and
 - (l) a record of the date of the person's latest DBS certificate and whether there was any action taken as a result of the content of the certificate.

Commencement Information

I2 Sch. 2 para. 2 in force at 29.4.2019, see [reg. 1\(2\)](#)

3. A record of all serious accidents and injuries occurring to children whilst placed with foster parents.

Changes to legislation: There are currently no known outstanding effects for the *The Regulated Fostering Services (Service Providers and Responsible Individuals) (Wales) Regulations 2019, SCHEDULE 2. (See end of Document for details)*

Commencement Information

I3 [Sch. 2 para. 3](#) in force at 29.4.2019, see [reg. 1\(2\)](#)

4. A record of all complaints made under the complaints policy put in place by the service provider, and the action taken by the service provider in respect of any such complaints.

Commencement Information

I4 [Sch. 2 para. 4](#) in force at 29.4.2019, see [reg. 1\(2\)](#)

5. Date and circumstances of any safeguarding referrals, and the outcome.

Commencement Information

I5 [Sch. 2 para. 5](#) in force at 29.4.2019, see [reg. 1\(2\)](#)

6. Date and circumstances of any incident of control or restraint used by foster parents on a child.

Commencement Information

I6 [Sch. 2 para. 6](#) in force at 29.4.2019, see [reg. 1\(2\)](#)

Changes to legislation:

There are currently no known outstanding effects for the The Regulated Fostering Services (Service Providers and Responsible Individuals) (Wales) Regulations 2019, SCHEDULE 2.