

Child's Social Worker: Life Journey Work (LJW) process flowchart based on the NAS LJW Framework

	STAGE 1: Child becomes looked after	Stage 2: Placement order granted	Stage 3: Linking and matching	Stage 4: Transition	Stage 5: Placement and ongoing (post adoption order)			
	Tasks for the child's social worker (The regional LJW coordinators are available to provide expert advice/training and support at all stages in relation to LJW as an ongoing process).							
1	Key responsibility for coordinating the gathering of information, photos, videos and mementos etc., as soon as child becomes looked after (CLA).	Ensure All LJW is carefully recorded and securely stored.	Work in partnership with foster carer.	Actively encourage birth family members to contribute to LJW for the Child.	Any gaps in Birth family information should be filled, where possible, prior to the final hearing	Write Child Adoption Report (CAR B), including photos of birth family members. Complete separate advanced agreements for disclosure of identifying information received post 18.	Performance Measure A Complete the LJW planning checklist as part of pack for Should Be Placed for adoption Decision (SBPD).	
2	Start to prepare child for transition in partnership with foster carer	Work in partnership with foster carer to identify child's developing needs during transition and beyond.		Work in partnership with ASW to identify prospective adopters with capacity to meet child's immediate and longer-term needs, including continued LJW.		Work in partnership with Family Finding ASW to identify prospective adopter(s)		
3	Update CAR B and prepare Adoption Support Plan in partnership with Family Finding ASW, ensuring that as far as possible any gaps in historical information are filled.		Work in partnership with ASW to identify prospective adopters with capacity to meet child's immediate and longer-term needs, including continued LJW.		Prepare Trauma Nurture Timeline and plan for Understanding the Child meeting (UtC)	Performance Measure 20a Draft Life Journey Book and Later Life Letter presented to matching panel		
4	Ensure child's emotional needs remain central to planning.	All those involved with the child agree upon the narrative to sensitively share information about the new family with the child. Following ADM ratification of match, social worker and foster carer sensitively tell the child and share materials provided by prospective adopters.		One professional identified to take the lead in coordinating the introductions process. All professionals work with others to manage introductions keeping child's emotional needs central, while recognising how others' needs affect the process.		CSW works with ASW to arrange initial meeting between adoptive parent(s) and birth family member(s) if all possible. If not appropriate record reasons for not doing so.		
5	Build LJW narrative of adoptive family, including where appropriate direct work and Therapeutic LJW	Further information gathering from birth family.	Participate in drawing up contact agreements – consistent terminology.	Support facilitation of contact with birth family.	If changes in birth family circumstances, consider carefully whether appropriate to share with Adopter/s.	Liaise with adoptive parents in creating draft and final versions of LJW book and LL letter in relation to content and language.	Provide information to IRO at 1 st adoption review regarding progress in preparation of LJW materials.	Performance Measure 20 and Measures B & C Close to finalised Life Journey Book and Later Life Letter provided by 2 nd adoption review. QA checklist completed - LJW materials of acceptable standard.