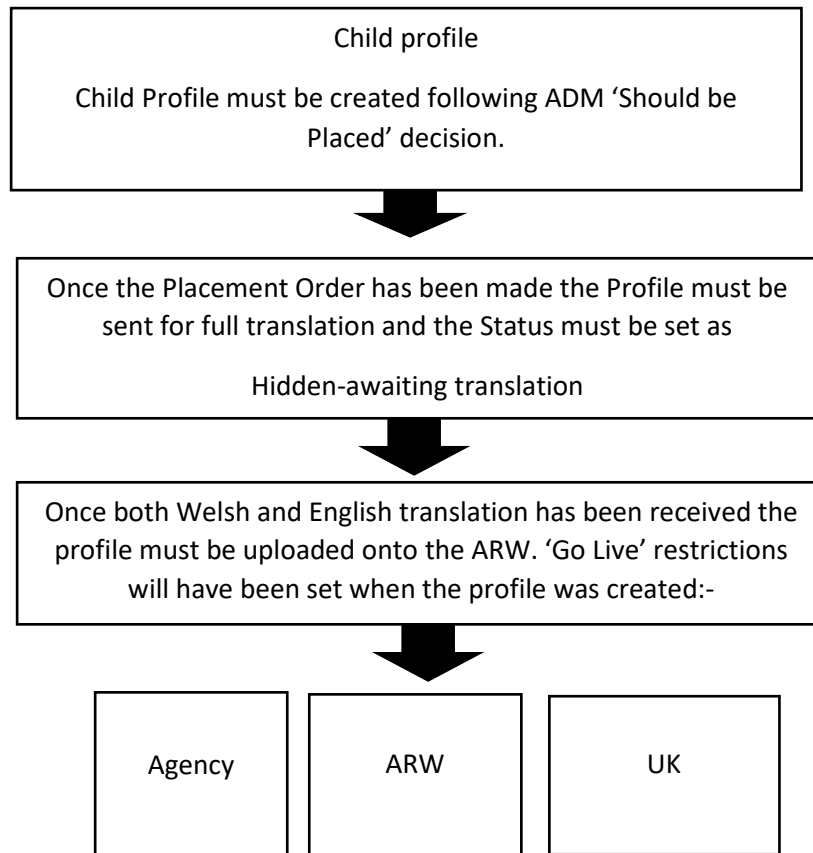


Adoption Register Wales

Flow Chart



Guidance Notes

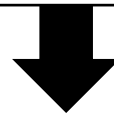
The child's profile will need to be completed using the template for child profiles on the ARW. Once you have created the profile, the case is created automatically.

The Profile must 'go Live' within 1 month of the Placement Order being made. For Adopter's it must be within a month of the Approval Panel.

All children subject to a Placement Order must be registered with the ARW, including those where a local match has been identified (please see section 3 of the National Guidelines).

Child/Family Link

Once a firm link/match has been made, the status must be changed to one of the following:-



Hidden-
pursuing a
link/match

Hidden-
pursuing
current Carers

Practitioners must keep the status updated on the ARW when changes are being made to the Care Plan or further enquiries are being made

Child Matched

When a Child/sibling Group match has been made and confirmed by Matching Panel and the ADM the profile is to be deleted and the status must be changed to –

“Child Matched”



When the child has been placed the case is to be set to **“Inactive”** and the status changed to **Child Placed**



The case must be deleted once the **Adoption Order** has been granted or when a Placement Order has been discharged.

Deleting a child/sibling profile is an irreversible action and will make the profile unavailable immediately- see page 15 of “The user Guide for staff” for further information.