

Life Book

The Child Protection Worker will ensure that when a child or youth has been placed in permanent care, that a life book is created.

REFERENCE

Department of Health and Social Services Policy

PURPOSE

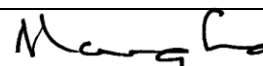
- To emphasize the Child Protection Worker's responsibility as a substitute parent.
- To document the life history of the child.

PROCEDURE

1. Advise the foster parent(s) and/or group home/treatment facility staff of the importance of a child or youth's Life Book and advise them of their role in creating the Life Book.
2. Ensure the Life Book is compiled in one of the following formats:
 - Album
 - Scrapbook
 - Memory box
3. Ensure that the child or youth is involved in the process of developing their Life Book.
4. Ensure the Life Book contains the following:
 - birth information;
 - information about infancy and toddler developmental milestones;
 - any pertinent health facts and/or medical information, e.g., list of appointments, growth and weight charts, diagnosed illnesses, medications and treatments;
 - a description or a picture of the child or youth's birth parent(s) and/or guardian(s);
 - a description or picture of the child or youth's siblings, pets and other people significant in the life of the child or youth;

Effective Date:
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- family contact, e.g., list who, when, where and what;
- family background, e.g., genogram and family tree;
- an honest, yet sensitive description about why the child or youth is not living with their parent(s) and/or guardian(s);
- an honest, yet sensitive description about why the child or youth may have experienced a change in placement, if applicable;
- a record of significant family events, traditions or special visits;
- recreation, e.g., team pictures and awards;
- religious, spiritual and/or cultural activities;
- names and/or pictures of foster parent(s) and homes;
- records and mementos of special achievements, e.g., report cards, art work, awards, outings and certificates;
- records of important anniversaries;
- photographs, e.g., baby pictures, yearly school pictures, birthday parties, vacations, or other events; and
- other items or observations the child or youth would like to include.

5. Ensure the Life Book remains with the child or youth should their living arrangement change.

6. Monitor the status of the Life Book.

FORMS

- Life Book

TOOLS

- Life Book Guide

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