

Email: [maria.d'souza@achievingforchildren.org.uk](mailto:maria.d'souza@achievingforchildren.org.uk)

08 January 2020

Dear

My name is Maria and I am your Independent Reviewing Officer, or IRO for short. Every child or young person who is Looked After must have an IRO.

As an IRO my job is to chair your review meeting, check that there is a clear plan for your care (care plan) and to make sure that everyone is doing what they need to while you are in your placement.

The review is a chance to talk about how you are getting on and to make clear plans for the future. It is also a place for you to have your say about what is happening to you. Your first review meeting usually happens when you have been looked after for 4 weeks. There will be a second review meeting after a further 3 months and then one every 6 months after that.

I thought I'd also take this opportunity to tell you a little about myself. I enjoy learning about different cultures and meeting new people. I love dogs and have an energetic cocker spaniel. Apart from walking the dog I also love swimming which keeps fit. I am passionate about working with children and ensuring that they can achieve and reach their full potential in all aspects of their life. I am really looking forward to meeting and getting to know you.

Your first Review meeting will be held on:

**Date**

**Time:**

**Where:**

If you want to speak to me about anything you can call me on 07562435840.

Maria D'Souza  
Independent Reviewing Officer  
Achieving for Children