

Application for variation of a placement order

Section 23 Adoption and Children Act 2002

Name of court	
Case no.	
Date received by the court	
Date issued	

Notes to applicants

- Before filling in this form, please read the notes on completion.
- If there is not enough room on the form for your reply, please continue on a separate sheet. Put the full name of the child, the Part and the paragraph number at the head of the continuation sheet.
- Please use black ink when filling in this form.

Part 1 About you

See Note 1

First applicant

1. Title

☐ Mr ☐ Mrs ☐ Miss
☐ Ms ☐ Other _____

2. My name is

First name(s) in full

Last name

3. I am an authorised officer of (give name and address (including postcode) of local authority)

4. My telephone number is

5. My position in the local authority is

Second applicant

1. Title

☐ Mr ☐ Mrs ☐ Miss
☐ Ms ☐ Other _____

2. My name is

First name(s) in full

Last name

3. I am an authorised officer of (give name and address (including postcode) of local authority)

4. My telephone number is

5. My position in the local authority is

6. First applicant - My solicitor in these proceedings is

Name of solicitor			
Name of firm			
Address (including postcode)			
Telephone no.		Fax no.	
DX no.			
E-mail address			

Second applicant - My solicitor in these proceedings is

Name of solicitor			
Name of firm			
Address (including postcode)			
Telephone no.		Fax no.	
DX no.			
E-mail address			

Part 2 About this application

7. An order under section 21 of the Adoption and Children Act 2002 was made by
(give name of court)

--

on (give date)

--

authorising (give name of local authority)

--

to place (give name of child)

--

for adoption.

The child is a

☐ Boy

☐ Girl

The child was born on

--	--	--	--	--	--	--	--

A copy of the placement order is attached.

We apply for the order to be varied so that (give name of local authority)

--

is authorised to place the child for adoption.

See Note 2

8. The grounds for this application are

See Note 3

About other orders or proceedings that affect the child

9. ☐ To the best of my knowledge, no proceedings relating to the child (other than the placement order given above) have been completed or commenced in any court

or

☐ The following proceedings relating to the child have been completed/commenced (in addition to the placement order given above)

See Note 4

Type of order made (or applied for)	Date of order (or date of next hearing)	Name of court	Case number (or serial number)

Cases concerning a related child

10. ☐ To the best of my knowledge, no proceedings relating to a full, half or step brother or sister of the child have been completed or commenced in any court

or

☐ The following proceedings relating to a full, half or step brother or sister of the child have been completed/commenced (please give details below and, if either authority was a party to any proceedings that have been completed, **attach a copy of the final order**)

Relationship to child (eg. sister, half-brother)	Type of order made (or applied for)	Date of order (or date of next hearing)	Name of court	Case number (or serial number)

Part 3 About the child's parents or guardian

The child's mother

11. The name of the child's mother is

First name(s) in full

Last name

Her address is (if deceased, please write 'Deceased' in the address box)

The child's father

The name of the child's father is

First name(s) in full

Last name

His address is (if deceased, please write 'Deceased' in the address box)

See Note 5

12. Does he have parental responsibility for the child?

☐ Yes

☐ No

If No, does he intend to apply for an order under section 4(1)(c) of the Children Act 1989 (a parental responsibility order) or a residence or contact order in respect of the child?

☐ Yes

☐ No

See Note 6

13. The child's guardian

The name of the child's guardian is

First name(s) in full

Last name

His/Her address is

See Note 7

Part 4 Arrangements for contact with the child

14. The current arrangements for contact with the child are as follows:

◀ See Note 8

15. If this application is granted, the following changes to contact arrangements are proposed:

◀ See Note 8

Part 5 Statement of truth

*[I believe] [The first applicant believes] that the facts stated in this application are true.

*I am duly authorised by the first applicant to sign this statement.

Print full name

Signed Date

*[First applicant] [First applicant's solicitor]

For (name of local authority)

*delete as appropriate

*[I believe] [The second applicant believes] that the facts stated in this application are true.

*I am duly authorised by the second applicant to sign this statement.

Print full name

Signed Date

*[Second applicant] [Second applicant's solicitor]

For (name of local authority)

*delete as appropriate

If you attend the court for a hearing

1. Does either of you have a disability for which you require special assistance or special facilities?

☐ Yes

☐ No

If Yes, please say what your needs are below
(the court staff will get in touch with you about your requirements)

◀ See Note 9

What to do now

Once you have completed and signed this form, you should take or send the form and **three copies** to the court, together with the court fee and the following documents:

- a copy of the placement order you are asking the court to vary;
- if either authority was a party to the proceedings, a copy of any other final order relating to the child that has effect;
- if either authority was a party to the proceedings, a copy of any final order relating to a full, half or step brother or sister of the child that has effect.

Application for variation of a placement order (Form A51)

Notes on completing the form

Important

If you are attaching any order of the High Court or a county court to your application, it must be a sealed copy of the order (that is, a copy that has been stamped with the seal of the court). If you are attaching an order made by a magistrates' court, it must be a certified copy (a copy certified by the court officer to be a true copy of the original order), or a copy that bears the stamp of the originating court. An order issued by any other authority must be properly authenticated by that authority. If you are in any doubt about what is needed, please contact the court for assistance.

Take or send the completed application form, **and three copies**, to the court, together with the court fee and any documents you are attaching in support of your application.

Notes on the application form

Note 1

The court may only vary a placement order so as to substitute another local authority for the local authority authorised by the order to place the child for adoption on the joint application of **both** the authorities involved. (Section 23(2) of the Adoption and Children Act 2002)

Note 2

Enter the child's first names(s) and last name as they are shown on the placement order you are asking the court to vary. **You must attach a copy of the placement order to your application.**

Note 3

Set out your reasons for applying for the transfer of responsibility between local authorities. State why the transfer would be in the best interests of the child, and any administrative reasons which make the transfer desirable.

Note 4

Enter details of any other earlier and concurrent court proceedings relating to the child. Do not repeat the details of the placement order entered at paragraph 7. In each case, give the name of the court, the nature of the proceedings and the date and effect of any order made. If either authority was a party to any proceedings that have been completed, a copy of the final order should be attached to the application.

Note 5

If the child has previously been adopted, give the names of his/her adoptive parents and not those of his/her natural parents.

Note 6

If the child's parents were not married at the time of his/her birth, the child's father may have acquired parental responsibility

- by subsequent marriage to the child's mother;
- because he has a parental responsibility agreement with the mother, or has been granted a parental responsibility order, or
- because he registered the child's birth jointly with the child's mother (on or after 1 December 2003).

Give details of any court order or agreement in respect of parental responsibility in paragraph 9 (About other orders or proceedings that affect the child).

Note 7

If the child has no guardian, enter 'not applicable'. Otherwise, enter the details of any person appointed to be the child's guardian by deed or will or otherwise in writing in accordance with section 5(5) of the Children Act 1989, or by an order made under section 5(1) or 14A of that Act. If the child has more than one guardian, please give the name and address of any other guardian(s) on a separate sheet, putting the child's full name, the number of the Part and the paragraph reference at the head of the sheet.

Note 8

Give the full name(s) of the parents, relatives and any significant others who have contact with the child. In each case, state their relationship to the child, whether contact is under a court order or by agreement and the nature, duration and frequency of contact (eg. supervised, by letter, monthly, etc)

In paragraph 15 you should set out the details of any proposed changes to current contact arrangements if the application to vary the placement order is granted, and the reason for the changes. If no changes are proposed, please say so.

Note: A copy of your application will be sent to each parent or guardian of the child. If you do not want details of contact to be disclosed, you should apply to the court for directions.

Special assistance or facilities for disability if you attend court**Note 9**

If you need special assistance or special facilities for a disability or impairment, please set out your requirements in full. The court staff will need to know, for example, whether you want documents to be supplied in an alternative format, such as Braille or large print. They will also need to know about any specific requirements you may have on the day of the hearing, such as wheelchair access, a hearing loop, or a sign language interpreter.

The court staff will get in touch with you about your requirements. It is important that you make the court aware of all your needs. If you do not, the result may be that the hearing has to be adjourned.