



CHILDREN'S AID SOCIETY OF METROPOLITAN TORONTO

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Please reply attention of:

December 30, 1975.

Huronian Regional Centre
P.O. Box 100
Orillia, Ontario

Dear Miss [REDACTED]

Happy New Year!

Thank you very much for your support and co-operation offered since I became your worker in September 1975.

As the new year is almost here, I thought that I would remind each resource about their responsibilities according to the Child Welfare Act regulations.

13(2) Each child's educational progress and social adjustment shall be assessed and recorded annually.

14(1) Every child in care shall be medically and dentally examined as soon as is practicable after the admission of the child to care, and thereafter shall be medically and dentally examined at intervals of not more than one year.

14(2) A report of each medical and dental examination shall be recorded and any treatments recommended in the report shall be carried out within the times recommended therein.

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14(3) Where necessary and available, psychological and psychiatric assessments and treatments shall be provided and recorded for any child in care in accordance with his needs.

These regulations require that we should have the following reports:

- a. reports of medical and dental examinations. A yearly examination is mandatory.
- b. copies of all psychological, psychiatric and educational reports.

If a child of ours is placed with you the agency will provide the services of a social worker who has the responsibility of a legal guardian and who will visit your program as needed. The worker and myself will discuss with you the progress, future plans, family visiting if relevant and special needs of the child. Together we should set goals for the child which will need to be reviewed regularly.

The agency expects written progress reports on each child every six months in addition to the information shared by you and I. An outline for these reports would include the following headings:

- a. Daily Functioning and Response to Routines.
- b. Personality.
- c. Contact with family (if relevant).
- d. School.
- e. Health.
- f. Goals achieved.
- g. Major Areas of Concern at Present.
- h. Short and Long terms Goals.

I have enjoyed working with you and the children. I hope that 1976 will be mutually satisfying - despite the Financial constraints - in the interests of our children.

Yours sincerely,

[Redacted]
Department Supervisor
Group Care Services.

[Redacted]
Social Worker.

CW:jk