

inspection report

Fostering Services

East Midlands Family Placement Project

21 Nottingham Road
Spondon
Derby
Derbyshire
DE21 7NF

7th – 11th June 2004

Commission for Social Care Inspection

Launched in April 2004, the Commission for Social Care Inspection (CSCI) is the single inspectorate for social care in England.

The Commission combines the work formerly done by the Social Services Inspectorate (SSI), the SSI/Audit Commission Joint Review Team and the National Care Standards Commission.

The role of CSCI is to:

Promote improvement in social care

Inspect all social care - for adults and children - in the public, private and voluntary sectors

Publish annual reports to Parliament on the performance of social care and on the state of the social care market

Inspect and assess 'Value for Money' of council social services

Hold performance statistics on social care

Publish the 'star ratings' for council social services

Register and inspect services against national standards

Host the Children's Rights Director role.

Inspection Methods & Findings

SECTION B of this report summarises key findings and evidence from this inspection. The following 4-point scale is used to indicate the extent to which standards have been met or not met by placing the assessed level alongside the phrase "Standard met?"

The 4-point scale ranges from:

4 - Standard Exceeded (Commendable)

3 - Standard Met (No Shortfalls)

2 - Standard Almost Met (Minor Shortfalls)

1 - Standard Not Met (Major Shortfalls)

'O' or blank in the 'Standard met?' box denotes standard not assessed on this occasion.

'9' in the 'Standard met?' box denotes standard not applicable.

'X' is used where a percentage value or numerical value is not applicable.

FOSTERING SERVICE INFORMATION

Local Authority Fostering Service?

NO

Name of Authority

Address

Local Authority Manager

Tel No:

Address

Fax No:

Email Address

Registered Fostering Agency (IFA)

YES

Name of Agency

East Midlands Family Placement Project

Tel No

020 8550 8822

Address

21 Nottingham Road, Spondon, Derby, Derbyshire, DE21
7NF

Fax No

Email Address

www.barnardos.org.uk

Registered Number of IFA

C020000482

Name of Registered Provider

Barnardos

Name of Registered Manager

Mrs Kathryn Sherwen

Date of first registration

10th November 2003

Date of latest registration certificate

10th November 2003

Registration Conditions Apply ?

NO

Date of last inspection

8/4/03

Date of Inspection Visit		7th –11 th June 2004 25 May 2004	ID Code
Time of Inspection Visit		09:00 am-5pm	
Name of Inspector	1	Jenny Thornton	074480
Name of Inspector	2	Nancy Bradley	136454
Name of Inspector (Locum)	3	Charlotte Cordingley	
Name of Lay Assessor (if applicable) Lay assessors are members of the public independent of the CSCI. They accompany inspectors on some inspections and bring a different perspective to the inspection process.			
Name of Specialist (e.g. Interpreter/Signer) (if applicable)			
Name of Establishment Representative at the time of inspection			

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INTRODUCTION TO REPORT AND INSPECTION

Independent and local authority fostering services which fall within the jurisdiction of the Commission for Social Care Inspection (CSCI) are subject to inspection, to establish if the service is meeting the National Minimum Standards for Fostering Services and the requirements of the Care Standards Act 2000, the Fostering Services Regulations 2002 and the Children Act 1989 as amended.

This document summarises the inspection findings of the CSCI in respect of East Midlands Family Placement Project. The inspection findings relate to the National Minimum Standards for Fostering Services published by the Secretary of State under sections 23 and 49 of the Care Standards Act 2000, for independent and local authority fostering services respectively.

The Fostering Services Regulations 2002 are secondary legislation, with which a service provider must comply. Service providers are expected to comply fully with the National Minimum Standards. The National Minimum standards will form the basis for judgements by the CSCI in relation to independent fostering agencies regarding registration, the imposition and variation of registration conditions and any enforcement action, and in relation to local authority fostering services regarding notices to the local authority and reports to the Secretary of State under section 47 of the Care Standards Act 2000.

The report follows the format of the National Minimum Standards and the numbering shown in the report corresponds to that of the standards.

The report will show the following:

Inspection methods used

Key findings and evidence

Overall ratings in relation to the standards

Compliance with the Regulations

Notifications to the Local Authority and Reports to the Secretary of State

Required actions on the part of the provider

Recommended good practice

Summary of the findings

Report of the Lay Assessor (where relevant)

Providers response and proposed action plan to address findings

This report is a public document.

INSPECTION VISITS

Inspections will be undertaken in line with the agreed regulatory framework with additional visits as required. This is in accordance with the provisions of the Care Standards Act 2000. The following inspection methods have been used in the production of this report. The report represents the inspector's findings from the evidence found at the specified inspection dates.

BRIEF DESCRIPTION OF THE SERVICES PROVIDED.
The East Midlands Family Placement Project is part of Barnardos, which is a registered charity. The Fostering Project was set up in 2001 and works in partnership with 7 local Authorities across the region. The service provides long and short-term placements for children and young people with challenging behaviour aged 8 to 14 years, who are unable to live with their birth families. The Project recruits, approves and trains foster carers and provides ongoing support to new and existing carers. Two qualified social workers and the Manager supports the carers. The service provides its own fostering Panel.

PART A SUMMARY OF INSPECTION FINDINGS

Inspector's Summary

(This is an overview of the inspector's findings, which includes good practice, quality issues, areas to be addressed or developed and any other concerns.)

The focus of Year 2 inspections undertaken by the Commission for Social Care Inspection is upon outcomes for service users, progress on meeting national minimum standards from Year 1 inspections and on aspects of service provision that need further development or pose the most significant potential risk to service users. This inspection focuses on the areas that were identified for action and development at the last inspection, which took place in April 2003.

Progress since the last Announced Inspection

The Project has made considerable progress towards meeting National Minimum Standards and requirements and recommendations from the last inspection report. Further improvements had been made to the service.

Statement of Purpose (Standard 1)

This standard was met. The Project provides a clear Statement of Purpose. This required minor amendments. A clear Children's Guide has been developed, in consultation with children. All children had been issued a copy of the Guide.

Fitness to provide or manage a fostering service (Standards 2-3)

1 standard assessed was fully met. The Project is effectively managed. Senior staff managing the service have extensive experience of fostering and childcare, and have the appropriate skills and expertise. Staff personnel files are held centrally at Barnardos central office, and were not reviewed on this inspection.

Management of the fostering service (Standards 4-5)

2 standards assessed were fully met. Clear procedures are in place for monitoring and controlling the activities of the service and ensuring quality performance. Despite recent staffing difficulties, the Project has continued to be effectively managed.

Securing and promoting welfare (Standards 6-14)

7 standards assessed were fully met. Staff and carers showed a commitment to meeting the needs and welfare of children. Children and young people in foster care felt cared for, and supported in maintaining contact with their families. The Inspectors found positive examples of children and young people's views being heard and acted upon in placement.

Recruiting, checking, managing, supporting and training staff and foster carers (Standards 15-23)

9 standards assessed were fully met. The Project has grown in size over the last year and workloads have increased. The need for an additional Support Worker was identified to meet

the current needs of the service and developments. The Project follows sound employment practices in relation to both staff and carers. Staff and carers reported that the Project provides a good level of support and training.

Records (Standards 24-25)

1 out of 2 standards assessed were fully met. Carers and Children's files seen on inspection were legible, generally well set out and contained a good level of information. However not all children's files contained the required information from Placing Authorities. Records were kept securely. Foster carers enabled children to keep records and photographs of significant life events.

Fitness of premises to use as a fostering service (Standard 26)

This standard was fully met. The office premises are suitable for the purpose. The premises are well equipped with appropriate IT equipment.

Financial requirements (Standards 27-29)

3 standards assessed were fully met. Barnardos has a finance team and expertise to manage the finances. Foster carer allowances were now paid according to the child's age and needs. Good systems were in place for the payment of allowances.

Fostering panel (Standard 30)

This standard was fully met. The Project has established its own Fostering Panel. The panel members appeared to work effectively and to maintain an appropriate level of independence. The Fostering Panel has the required composition of Panel members.

Policies and procedures relating to the functions of the Fostering Panel were detailed, although these required minor amendments. Foster carers approvals and reviews are presented at the Panel.

Short term breaks (Standard 31)

In response to the needs of the service, the Project now provides short-term and respite breaks, and on occasions emergency placements for children. The Manager planned to develop policies and procedures for short-term breaks. Two foster carers providing short-term breaks had completed a placement report for each child in placement, detailing how the placement had gone.

(Local Authority Fostering Services Only)

The following statutory Reports or Notifications are to be made under the Care Standards Act as a result of the findings of this inspection:

Report to the Secretary of State under section 47(3) of the Care Standards Act 2000 that the Commission considers the Local Authority's fostering service satisfies the regulatory requirements:

NO

Notice to the Local Authority under section 47(5) of the Care Standards Act 2000 of failure(s) to satisfy regulatory requirements in their fostering service which are not substantial, and specifying the action the Commission considers the Authority should take to remedy the failure(s), informing the Secretary of State of that Notice:

NO

Report to the Secretary of State under section 47(4)(a) of the Care Standards Act of a failure by a Local Authority fostering service to satisfy regulatory requirements which is not considered substantial:

NO

Report to the Secretary of State under section 47(1) of the Care Standards Act 2000 of substantial failure to satisfy regulatory requirements by a Local Authority fostering service:

NO

The grounds for the above Report or Notice are:

--

Requirements from last Inspection visit fully actioned?

YES

If No please list below

STATUTORY REQUIREMENTS

Identified below are areas not addressed from the last inspection report which indicate a non-compliance with the Care Standards Act 2000 and Fostering Services Regulations 2002.

No.	Regulation	Standard	Required actions	

Action is being taken by the Commission for Social Care Inspection to monitor compliance with the above requirements.

COMPLIANCE WITH CONDITIONS OF REGISTRATION (IF APPLICABLE)**(Registered Independent Fostering Agencies only)**

Providers and managers of registered independent fostering agencies must comply with statutory conditions of their registration. The conditions applying to this registration are listed below, with the inspector's assessment of compliance from the evidence at the time of this inspection.

Condition	Compliance	
Comments		

Condition	Compliance	
Comments		

Condition	Compliance	
Comments		

Condition	Compliance	
Comments		

Lead Inspector**Signature****Second Inspector****Signature****Locality Manager****Signature****Date**

STATUTORY REQUIREMENTS IDENTIFIED DURING THIS INSPECTION

Action Plan: The appropriate Officer of the Local Authority or the Registered Person (as applicable) is requested to provide the Commission with an Action Plan, which indicates how requirements are to be addressed. This action plan will be made available on request to the Area Office.

STATUTORY REQUIREMENTS

Identified below are areas addressed in the main body of the report which indicate non-compliance with the Care Standards Act 2000, the Children Act 1989, the Fostering Services Regulations 2002, or the National Minimum Standards for Fostering Services. The Authority or Registered Person(s) is/are required to comply within the given time scales in order to comply with the Regulatory Requirements for fostering services.

No.	Regulation	Standard *	Requirement	
1	4 (a)	FS1	The Statement of Purpose must include the current staffing and organisational structure and all services provided.	30 September 2004
2	27 (2)	FS17	Assessments of foster carers must include all required information and checks.	30 September 2004
3	18(4)(a)	FS22	The complaints procedure must include the address and telephone number of the Commission for Social Care Inspection.	31 December 2004
4	27(2)(e)	FS30	All reports presented to the Fostering Panel about potential foster carers must include all the required information and checks.	30 September 2004
5	42(b)	FS31	The Agency must provide policies and procedures relating to emergency and short-term breaks for children and young people.	31 December 2004

GOOD PRACTICE RECOMMENDATIONS FROM THIS INSPECTION

Identified below are areas addressed in the main body of the report which relate to the National Minimum Standards and are seen as good practice issues which should be considered for implementation by the Authority or Registered Person(s).

No.	Refer to Standard *	Recommendation Action
1	FS3	Staff personnel files should include a clear record of verbal references obtained in follow up to written references.
2	FS9	The foster carers Handbook should include: • All types of abuse including psychological and neglect • Clear procedures relating to a child missing from home
3	FS10	The Manager should continue to promote that all children have a current placement agreement, which sets out contact arrangements.
4	FS11	The Children's Guide should include contact details of various external Agencies children can contact, including the Commission for Social Care Inspection.
5	FS11	The complaints procedure should clearly state that a complainant can contact the Commission for Social Care Inspection at any stage, and clearly set out Stage 3 of the procedure.
6	FS12	The Manager should continue to put procedures in place to ensure that: • Foster carers promptly receive information regarding children's health needs from the child's Social Worker. • Signed consent is obtained from a child's parent/representative for a child to receive emergency treatment. • Placement plans relating to short term and emergency placements detail children's health needs.
7	FS12	The Manager should look to expand the level of information supplied to foster carers on health issues and communicable diseases.
8	FS16	Training records should be kept updated. Foster carers and staff should maintain a training portfolio.
9	FS17	Funding for an additional support worker should be made available to meet the needs of the Service and developments.
10	FS17	Further work should be undertaken to promote consistencies in the standard of assessments of foster carers.
11	FS17	The Whistle Blowing policy be included in the staff and foster carers Handbooks

12	FS22	Staff should use a standard form sheet to record visits to foster carer's. Visit sheets should clearly show the purpose of each visit and a summary of issues discussed. Carers should receive a copy.
13	FS22	The Foster Carers Handbook should be updated.
14	FS23	Staff should update the foster carers pre-approval training programme and handouts
15	FS24	All handwritten entries in carers and children's files should be signed, dated, and written in black ink.
16	FS24	The Agency should take appropriate action to ensure that all children have an up-to-date plan of care, which clearly shows how their needs are being met.
17	FS25	The Fostering Panel handbook should include the procedure for managing confidential information.
18	FS30	Policies and procedures on the functions of the Fostering Panel should include the following: • Recruitment of panel members • The decision-making process when all Panel members are not in agreement. • The procedure for despatching and securing panel minutes and confidential reports to panel members
19	FS30	Fostering Panel members should receive further training on National Minimum Standards and the Regulations.
20	FS30	Panel members verbal recommendation in regards to foster carer's approval should clearly state: • The age range and number/s of children, and type of fostering they can provide.

* Note: You may refer to the relevant standard in the remainder of the report by omitting the 2-letter prefix e.g FS10 refers to Standard 10.

PART B INSPECTION METHODS & FINDINGS

The following inspection methods have been used in the production of this report

Number of Inspector days spent

12

Survey of placing authorities

YES

Foster carer survey

YES

Foster children survey

YES

East Midlands Family Placement Project

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Checks with other organisations and Individuals	NO
Directors of Social services	NO
Child protection officer	YES
Specialist advisor (s)	NO
Local Foster Care Association	NO
Tracking Individual welfare arrangements	YES
Interview with children	YES
Interview with foster carers	YES
Interview with agency staff	YES
Contact with parents	NO
Contact with supervising social workers	YES
Examination of files	YES
Individual interview with manager	YES
Information from provider	YES
Individual interviews with key staff	YES
Group discussion with staff	NO
Interview with panel chair	YES
Observation of foster carer training	NO
Observation of foster panel	YES
Inspection of policy/practice documents	YES
Inspection of records	YES
Interview with individual child	YES
Date of Inspection	08/06/04
Time of Inspection	09:00
Duration Of Inspection (hrs)	88

The following pages summarise the key findings and evidence from this inspection, together with the CSCI assessment of the extent to which the National Minimum Standards have been met. The following scale is used to indicate the extent to which standards have been met or not met by placing the assessed level alongside the phrase "Standard met?"

The scale ranges from:

- | | |
|-------------------------|--------------------|
| 4 - Standard Exceeded | (Commendable) |
| 3 - Standard Met | (No Shortfalls) |
| 2 - Standard Almost Met | (Minor Shortfalls) |
| 1 - Standard Not Met | (Major Shortfalls) |

"0" in the "Standard met?" box denotes standard not assessed on this occasion.

"9" in the "Standard met?" box denotes standard not applicable.

"X" is used where a percentage value or numerical value is not applicable.

Statement of Purpose

The intended outcome for the following standard is:

- **There is clear statement of the aims and objectives of the fostering service and the fostering service ensures that they meet those aims and objectives.**

Standard 1 (1.1 - 1.6)

There is a clear statement of the aims and objectives of the fostering service and of what facilities and services they provide.

Key Findings and Evidence

Standard met?

3

The Inspectors found that the Project provides a clear Statement of Purpose, although this required minor changes to include the current staffing and organisational structure and all services provided.

A Children's Guide has been developed in consultation with children. The Inspectors found that the Children's Guide was appropriate for the age range of children currently within the Project. The Manager confirmed that children and foster carers had been issued a copy of the Guide.

Fitness to Carry On or Manage a Fostering Service

The intended outcomes for the following set of standards are:

- **The fostering service is provided and managed by those with the appropriate skills and experience to do so efficiently and effectively and by those who are suitable to work with children.**

Standard 2 (2.1 - 2.4)

The people involved in carrying on and managing the fostering service possess the necessary business and management skills and financial expertise to manage the work efficiently and effectively and have the necessary knowledge and experience of childcare and fostering to do so in a professional manner.

Key Findings and Evidence

Standard met?

3

The Assistant Director and Manager of the Project have childcare and social work qualification, and extensive fostering, childcare and management experience. The Registered Manager had registered to undertake N.V.Q Level 4 in management.

Mrs Sherwen has been the Manager of the service since May 2001 and was involved in setting up the Project. The commitment and skills shown by senior managers and staff throughout the inspection ensures that the Project is professionally run. Interviews with staff and foster carers supported good communications within the team.

The Manager confirmed that Barnardos has a finance team to manage the finances.

Standard 3 (3.1 - 3.4)

Any persons carrying on or managing the fostering service are suitable people to run a business concerned with safeguarding and promoting the welfare of children.

Key Findings and Evidence

Standard met?

0

This standard was not fully assessed on this inspection.

Barnardos Human Resources Department are responsible for the recruitment and selection of staff to the Project. Staff personnel files are held at Barnardos central office, and were not available at the time of this inspection. The Inspectors will carry out a full review of staff personnel files at the next annual inspection. Discussions with new members of staff supported that the Company follows thorough procedures when recruiting staff, which safeguard and promote children's welfare.

The Manager reported that verbal references are obtained in follow up to written references. However records available on inspection did not clearly show this. One staff application form seen on inspection contained a gap in their employment history.

Management of the Fostering Service

The intended outcomes for the following set of standards are:

- **The fostering service is managed ethically and efficiently, delivering a good quality foster care service and avoiding confusion and conflicts of role.**

Standard 4 (4.1 – 4.5)

There are clear procedures for monitoring and controlling the activities of the fostering service and ensuring quality performance.

Key Findings and Evidence

Standard met?

4

Discussions with staff and records examined showed that Barnardos has clear procedures in place for monitoring the performance and quality of the fostering Project. Various internal and external audits are carried out relating to Barnardos five core standards. The Manager is required to complete an action plan, where issues are identified.

Children, foster carers and staff reported that Barnardos consults with them about the service.

Records showed that the Project attained accreditation status with East Midlands Fostering Consortium in November 2002.

The Manager is required to provide an annual business plan for the Service, which sets out key areas for development and timescales for achieving this. The Manager is required to complete an annual report of the Project, which summarises activities and achievements over the last year, and plans for the coming year.

The Manager and staff confirmed that local, regional and national meetings are held at regular intervals. Minutes of meetings were available.

The Inspectors found that staff roles and responsibilities were clearly set out in job descriptions, and understood by staff. Staff interviewed and records examined showed that staff receives regular recorded supervision.

The Inspectors found that staff employment procedures require new staff to declare any possible conflicts of interest. Foster carers' responsibility to declare any possible conflicts of interest was included in the Foster Carer Agreement and Handbook.

The Manager confirmed that procedures were in place to collate and monitor complaints received about the Service.

Number of statutory notifications made to CSCI in last 12 months:

0

Death of a child placed with foster parents.

0

Referral to Secretary of State of a person working for the service as unsuitable to work with children.

0

Serious illness or accident of a child.

0

Outbreak of serious infectious disease at a foster home.

0

Actual or suspected involvement of a child in prostitution.

0

Serious incident relating to a foster child-involving calling the police to a foster home.	0
Serious complaint about a foster parent.	0
Initiation of child protection enquiry involving a child.	0
Number of complaints made to Commission for Social Care Inspection about the agency in the past 12 months:	0
Number of the above complaints which were substantiated:	0

Standard 5 (5.1 - 5.4)		
The fostering service is managed effectively and efficiently.		
Key Findings and Evidence	Standard met?	3
The findings throughout the inspection showed that the Project is effectively managed. The Project has a small staff team. Two members of staff were newly appointed, and work was being undertaken to establish the team. The Project had experienced staffing difficulties over the last year. Staff and foster carers reported that appropriate support has been maintained. Staff reported that recent staffing difficulties had affected morale, although morale had improved. Staff interviewed clearly understood their responsibilities and lines of accountability. Clear arrangements were in place when the Manager is absent from the Project.		

Securing and Promoting Welfare

The intended outcome for the following set of standards is:

- **The fostering service promotes and safeguards the child/young person's physical, mental and emotional welfare.**

Standard 6 (6.1 - 6.9)

The fostering service makes available foster carers who provide a safe, healthy and nurturing environment.

Key Findings and Evidence

Standard met?

3

The findings throughout the inspection showed that foster carers provide a safe and nurturing environment.

Staff reported that a written risk assessment of carer's home is completed as part of the assessment process, to ensure it is safe and meets the needs of children. Records seen on inspection supported this.

The fostering procedures make clear that children should not be expected to share a bedroom without their agreement. Carers who the Inspectors met were aware of this. All children placed with foster carers had their own room.

The Inspectors found that where a foster carer provides transport, the service had carried out appropriate checks to ensure the transport is safe and suitable for the child's needs.

The preparation training for foster carers covers health and safety issues. The Carers Handbook provides clear guidance on health and safety responsibilities. Carers who met the Inspectors confirmed that they had received training on health and safety issues.

Foster carers were aware that they may be visited and interviewed by Inspectors. However this information was not explicit in the Foster Carer's Handbook. The Manager planned to include this information in the Handbook.

Standard 7 (7.1 - 7.7)

The fostering service ensures that children and young people, and their families, are provided with foster care services which value diversity and promote equality.

Key Findings and Evidence**Standard met?****3**

The findings throughout the inspection showed that the Project promotes diversity and equality. The Manager reported that additional foster carers were being recruited, to meet the needs of children requiring placement.

The Inspectors found that the matching process takes into account a child's cultural, religious, language, and disability needs. Staff confirmed that none of the children currently placed had a physical disability or required equipment or adaptations.

Discussions with children and carers and completed questionnaires confirmed that carers encourage children to develop skills and lead as full a life as possible. Foster carers who the Inspectors met showed a commitment to enhancing children's confidence and self worth.

Staff and carers reported that children and young people are encouraged to pursue their interests and hobbies. Discussions with children and completed questionnaires confirmed this.

Standard 8 (8.1 - 8.7)

Local authority fostering services, and voluntary agencies placing children in their own right, ensure that each child or young person placed in foster care is carefully matched with a carer capable of meeting her/his assessed needs. For agencies providing foster carers to local authorities, those agencies ensure that they offer carers only if they represent appropriate matches for a child for whom a local authority is seeking a carer.

Key Findings and Evidence**Standard met?****3**

Records examined and discussions with carers and staff showed that appropriate matching is a crucial part of the service, in providing suitable placements for children and young people. The importance of matching is stressed in the Project's policies and procedures. Children and carers' files examined contained matching considerations, although not all placement agreements contained reference to elements of matching.

Records showed that introductions between a child and potential foster carers were well planned. Children and foster carers confirmed that they are given the opportunity to meet and get to know each other prior to making a decision about the placement, with the exception of emergency placements.

The Manager confirmed that the Project had compiled a placement introduction agreement form for long-term placements, between the Project and the Placing Authority. Both Parties signed this. Completed agreement forms on file contained detailed matching considerations.

Standard 9 (9.1 - 9.8)

The fostering service protects each child or young person from all forms of abuse, neglect, exploitation and deprivation.

Key Findings and Evidence**Standard met?****3**

The Inspectors found that the Project has clear procedures for protecting children. Barnardos provides a clear child protection statement, which is included in staff and carer's Handbooks. Staff and foster carers confirmed that they had received training on child protection.

Discussions with children and returned questionnaires indicated that children felt safe in their foster home. The Manager reported that children and foster carers are issued a copy of Barnardos booklet on safe caring. Staff and foster carers confirmed that the pre-approval programme included training on safe care issues for prospective carers. Foster carers stated that they had been assisted to develop a safe caring policy for their household. Staff reported that this is reviewed as part of the foster carer's annual review.

The Inspectors noted that the foster carers Handbook detailed the different types of abuse, with the exception of psychological abuse and neglect. The foster carer Handbook contained a procedure relating to a child missing from home, although this was unclear as to what action a foster carer should take.

Carers' who met with the Inspectors were aware of the vulnerability of children in care in relation to bullying. The Inspectors found that Barnardos provides a clear anti-bullying policy and information. The carers' Handbook contained information on this.

The carer's Handbook makes clear to foster carers that use of corporal punishment is not acceptable and outlines acceptable methods of discipline and managing behaviour.

The Manager reported that all children accommodated had access to a computer, and internet access was in line with the Local Authority procedures.

Percentage of foster children placed who report never or hardly ever being bullied in current placement:

100**%**

Standard 10 (10.1 - 10.9)

The fostering service makes sure that each child or young person in foster care is encouraged to maintain and develop family contacts and friendships as set out in her/his care plan and/or foster placement agreement.

Key Findings and Evidence**Standard met?****3**

Discussions with children and carers and returned questionnaires confirmed that children are encouraged to maintain and develop family contacts and friendships, where there are no contact restrictions. The Inspectors found that not all children had a current placement agreement. The Project had complied a placement introduction agreement form for long-term placements, between the Project and the Placing Authority. This detailed contact arrangements and introductions to foster carers.

Carers' responsibility for supporting the child/young person to maintain contact with family members and other significant persons was clearly set out in the Foster Carer Agreement. Carers who met the Inspectors showed a clear commitment to maintaining links with the child's family and friends. Foster carers confirmed that the Project paid transport and costs incurred to support contact.

Standard 11 (11.1 - 11.5)

The fostering service ensures that children's opinions, and those of their families and others significant to the child, are sought over all issues that are likely to affect their daily life and their future.

Key Findings and Evidence**Standard met?****3**

The Inspectors found positive examples of children's views being heard and acted upon in placement. The carers' Handbook clearly states the need to ensure that children's opinions and those of their families are sought over issues.

In response to a suggestion from one of the foster children, children's activities groups had been established 2 or 3 times a year. Children had suggested recent activities provided.

The findings throughout the inspection showed that children are supported to make decisions about their lives. The Inspectors noted that placement reviews took place in a timely manner. Minutes of reviews seen by the Inspectors showed that young people, their primary carers and relevant professionals were invited to reviews.

Three out of four returned questionnaires from children indicated that they were aware of how to make a complaint, and contact the Commission for Social Care Inspection. The Inspectors found that the Children's guide did not include contact details of various external Agencies children could contact, including the Commission. The Manager planned to update the Guide to include this information.

The Inspectors found that Barnardos provides a detailed complaints procedure. Although the procedure did not clearly state that a complainant can contact the Commission for Social Care Inspection at any stage, or detail stage 3 of the procedure.

Standard 12 (12.1 - 12.8)

The fostering service ensures that it provides foster care services which help each child or young person in foster care to receive health care which meets her/his needs for physical, emotional and social development, together with information and training appropriate to her/his age and understanding to enable informed participation in decisions about her/his health needs.

Key Findings and Evidence

Standard met?

3

Discussions with staff and children and records examined maintained that children's health needs were being met. Carers who the Inspectors met gave examples of how they were helping to promote the child's health. The Carer's Handbook outlines foster carers responsibilities for promoting children's health. Several children had been placed with their foster carer/s less than a year. Staff reported that health assessments would be reviewed annually.

Several fosters carers and staff who the Inspectors met expressed concerns that information regarding children's health needs was not always forthcoming from the child's Social Worker. Two files examined did not contain signed consent to emergency treatment for children placed. However foster carers interviewed confirmed that they had received this. Placement plans relating to short term and emergency placements did not detail children's health needs.

Discussions with foster carers and staff supported that carers received basic training in health issues and some communicable diseases. Staff planned to expand the level of information provided to carers.

The Inspectors found that the foster carer's Handbook contained clear guidelines for dispensing medicine to children and young people. Staff and carers reported that children currently placed were not receiving regular medication.

Standard 13 (13.1 - 13.8)

The fostering service gives a high priority to meeting the educational needs of each child or young person in foster care and ensures that she/he is encouraged to attain her/his full potential.

Key Findings and Evidence

Standard met?

3

The Manager confirmed that all children currently placed by the Project were in education. Children in placement were not in close proximity to their own home or school, and had therefore moved to a school near their foster carer's home. Staff and foster carers showed a commitment to promoting children's education achievements. Fosters carers reported that children had settled well in their new school. Discussions with children and carers and completed questionnaires confirmed that carers help children to complete their homework, and were in close contact with their school. The Manager reported that additional allowance payments covered additional school costs.

The Manager confirmed that Barnardos were involved in a pilot project, which includes clear East Midlands Family Placement Project

recording of children and young peoples educational achievements.

Standard 14 (14.1 - 14.5)

The fostering service ensures that their foster care services help to develop skills, competence and knowledge necessary for adult living.

Key Findings and Evidence

Standard met?

0

This standard was not fully assessed on this inspection. Staff confirmed that all children currently placed with carers were not of age to move towards independent or semi-independent living.

Staff and foster carers were aware of their role in supporting young people to prepare for adult living. Carers showed a commitment to helping children to gain independent and daily living skills. Carers gave examples on how this was being achieved.

Recruiting, Checking, Managing, Supporting and Training

Staff and Foster Carers

The intended outcome for the following set of standards is:

- **The people who work in or for the fostering service are suitable to work with children and young people and they are managed, trained and supported in such a way as to ensure the best possible outcomes for children in foster care. The number of staff and carers and their range of qualifications and experience are sufficient to achieve the purposes and functions of the organisation.**

Standard 15 (15.1 - 15.8)

Any people working in or for the fostering service are suitable people to work with children and young people and to safeguard and promote their welfare.

Key Findings and Evidence

Standard met?

3

The Inspectors found that Barnardos had a robust policy and procedures for appointing staff, which safeguards children and young people. As previously stated in Standard 3, staff personnel files are held at Barnardos central office, and were not available on this inspection. The Inspectors will carry out a full review of staff personnel files at the next annual review.

The findings throughout this inspection maintained that staff working for the fostering service are suitable to work with children and young people. Social workers have an appropriate qualification and considerable childcare knowledge and experience. Staff confirmed that they had a written contract and terms and conditions of service.

The Manager confirmed that both Social Workers were due to attend BAFF training on assessments of Foster Carers.

Total number of staff of the agency:

4

Number of staff who have left the agency in the past 12 months:

3

Standard 16 (16.1 - 16.16)

Staff are organised and managed in a way that delivers an efficient and effective foster care service.

Key Findings and Evidence**Standard met?****3**

The Project currently has a small team of staff. Two members of staff had recently been appointed, and work was being undertaken to establish the team. Discussions with staff and records examined showed that staff were receiving monthly supervision. The Manager had established ways to determine, prioritise and monitor workloads. A new Project Administrator had recently been appointed. The Inspectors found that the Project Administrator had set up effective administrative systems.

The Inspectors found that Barnardos had recently issued a new staff handbook. This contained a good level of information. Although the Manager considered that the content and layout of the handbook could be improved.

The Inspectors found that training records required updating. The Manager planned to set up an individual training portfolio for foster carers and staff.

The Inspectors found considerable differences in the length of time in which assessment of foster carers had been completed. One foster carer reported that it had taken up to two years to be approved. The Manager had taken steps to ensure that assessments are completed within a six- month timescale, where possible.

Standard 17 (17.1 - 17.7)

The fostering service has an adequate number of sufficiently experienced and qualified staff and recruits a range of carers to meet the needs of children and young people for whom it aims to provide a service.

Key Findings and Evidence**Standard met?****3**

Staff confirmed that the Project had experienced staffing difficulties over the last year. The Project's original establishment of Social Workers was three, however currently the Project has two Social Workers. The Project has grown in size over the last year and workloads have increased. Both staff and the Manager expressed the need for an additional support worker to meet the current needs of the Service and further developments.

Staff informed the Inspectors that the Project had no difficulties in recruiting suitable foster carers; an active recruitment campaign was not presently required. Staff confirmed that the Project was working to recruit additional carers, to meet the demand for placements. The Manager informed the Inspectors that she was looking to set up a tender with a neighbouring Authority, with a view to providing a specific number of foster placements.

The Inspectors found that there is a clearly defined assessment process for prospective foster carers. However there were some inconsistencies in the standard of assessments completed on files reviewed. Certain assessments completed by previous social workers did not contain all essential and supporting information. The Manager was taking action to

address inconsistencies in foster carer's assessments. Certain foster carers files did not contain evidence of proof of identity including a recent photograph, or documentary evidence of any relevant qualifications.

The Manager of the service completes a second opinion, which gives another view in addition to that of the assessing worker, which further strengthens the assessment process.

Standard 18 (18.1 - 18.7)

The fostering service is a fair and competent employer, with sound employment practices and good support for its staff and carers.

Key Findings and Evidence	Standard met?	3
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The findings throughout the inspection showed that the Project follows thorough employment practices in relation to both staff and foster carers. Staff and carers informed the Inspectors that the Project provides a good level of support. Carers were aware of the out of hours support available to them.

The Manager confirmed that the Project registers all foster carers on approval with 'Fostering Network'. Foster carers who the Inspectors met, confirmed that they were registered with 'Fostering Network.'

The Inspectors found that Barnardos provides a clear policy on Whistle Blowing, although this was not included in the staff and foster carers Handbooks.

Certificates of insurance were in place. The Manager confirmed that Barnardos public liability insurance policy covers costs arising from claims against staff and foster carers. The staff and carers' Handbooks contained this information. Staff and carers stated that they had received information relating to Barnardos health and safety policy.

Standard 19 (19.1 - 19.7)

There is a good quality training programme to enhance individual skills and to keep staff up-to-date with professional and legal developments.

Key Findings and Evidence	Standard met?	3
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New members of staff confirmed that they had received a period of induction. The Inspectors found that Barnardos provides a detailed induction programme for new staff.

The findings throughout the inspection showed a commitment to staff training and development. Barnardos has an extensive training programme, which is available to foster carers and staff. Staff informed the Inspectors that they had attended a good range of training and development. The Manager was undertaking staff appraisals. Records supported this.

Staff and foster carers confirmed have opportunities to attend some joint training, and were

able to attend Derbyshire Social Services training courses.

Staff reported that Barnardos has a central reference library, which contains a good level of information, and is available on the intranet. Foster Carers are able to access this service. Staff received information on recent publications.

Standard 20 (20.1 - 20.5)

All staff are properly accountable and supported.

Key Findings and Evidence

Standard met?

3

The Inspectors found that Barnardos have a clear policy on staff supervision and appraisals. Staff confirmed that despite recent staffing difficulties the Manager has maintained monthly supervision and regular team meetings. Staff supervision and appraisal records examined were well structured, clear and concise.

Staff reported that the Manager is committed to ensuring that all staff receives regular supervision and appraisals. Staff informed the Inspectors that that they felt well supported by the Manager and colleagues.

Minutes of team meetings seen on inspection were clear and concise. All members of staff have the opportunity to attend and contribute to team meetings.

Standard 21 (21.1 - 21.6)

The fostering service has a clear strategy for working with and supporting carers.

Key Findings and Evidence**Standard met?****3**

The findings throughout the inspection showed that current staff are committed to supporting carers and maintaining children's placements. It was evident from discussions with staff and completed questionnaires from Placing Officers that the Project's social workers had formed good communications and were working in partnership with children's social workers. Staff reported that due to pressures within area social work teams, they are often required to undertake duties beyond their lines of responsibility.

The Inspectors found that the Project has a clear strategy for working with and supporting foster carers, which was understood by staff and carers. This included arrangements for training, supervision, out of hour's support, reviews and support groups. Several carers who the Inspectors met reported that they had used the out of hours support service, and found this to be beneficial. Both carers and staff confirmed that a 'Buddy' support system was being formalised, which will involve an experienced carer being linked with a newly appointed foster carer/s. Several carers reported that they had benefited from support from other carers on an informal basis.

Carers who the Inspectors met were clear as to the role of the supervising social worker. Carer reported that they were receiving a good level of support from their support worker, Although certain carers commented that they had not received an appropriate level of support from their previous support worker. The Manager had taken action to rectify this.

Foster carers confirmed that a support group is established and regular meetings are held. Staff and carers reported that recent social events had been held, to which staff, children, young people and carers were invited. Staff and carers confirmed that a newsletter is provided, which contains a good level of information.

Standard 22 (22.1 - 22.10)

The fostering service is a managed one that provides supervision for foster carers and helps them to develop their skills.

Key Findings and Evidence**Standard met?****3**

The message received from foster carers during this inspection was that they felt valued and well supported by the Project's staff. The Foster Carers' Handbook gives clear information about support, training, visits, supervision and reviews. Carers confirmed that they are allocated a social worker, to provide ongoing support and regularly meet with them. A couple of carers raised with the Inspectors that they had not been receiving regular supervisory visits from their previous support worker. The Manager had taken action to address this. A summary of supervision meetings were seen on file. However records did not always provide a clear record as to the purpose and outcome of meetings. A clear format for recording supervision meetings with carers was not available. Carers confirmed that they were not issued a summary of supervision meetings.

Staff and carers were clear that the social worker's role is to help carers identify training needs and ensure that these are met. Carers confirmed that they had received training and support to develop their skills.

Carers confirmed that they had been given a copy of the carers' Handbook, and felt that this contains a good level of information. The Inspectors found that page numbers within the foster carer's Handbook did not correlate to the index. The Manager had identified this issue and planned to update the carer's Handbook, to include additional policies, procedures and information.

Foster Carer Agreements on file were clear and concise and included information listed in Schedule 5 of the Fostering Regulations. Carers files examined contained a signed copy of their Foster Care Agreement, with the exception of one foster carer. However the Inspectors found that the carer had a signed copy of their Agreement.

Discussions with carers and records examined showed that staff carry out announced and unannounced visits to foster carers homes.

Information relating to the complaints procedure and allegations against a foster carer were included in the carers' handbook. However the Inspectors noted that the complaints procedure did not include details of the Commission or the external complaints procedure.

Standard 23 (23.1 - 23.9)

The fostering service ensures that foster carers are trained in the skills required to provide high quality care and meet the needs of each child/young person placed in their care.

Key Findings and Evidence	Standard met?	3
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The Inspectors found that the service has a pre and post approval training strategy for carers. All prospective carers are required to complete the preparation-training programme. This consists of 4 sessions, which covers the assessment framework, the Children's Act, children's rights, separation and loss, attachment, child development, maintaining contact managing difficult behaviour, safe caring, child protection and health and safety. All carers who met the Inspectors stated that they had received a good level of pre-approval training, advice and support. Staff had identified the need to update the pre-approval training programme and handouts. Foster carers and staff confirmed that potential new foster carers jointly complete the preparation training. New carer's are given the opportunity to meet and benefit from the knowledge and experience of established carers. Staff reported that due to the small numbers of prospective new foster carers, only two preparation-training programmes are held each year. Certain foster carers informed the Inspectors that they had received one to one pre-approval training from their previous Support Worker, although the carer's files did not detail training provided. The Manager confirmed that one to one pre-approval training is no longer approved.

Discussions with carers and staff confirmed that carers had received a good level of post approval training. Recent training included life story work, recording, behavioural management, child protection, HIV and aids, first aid and working together. The Manager and social workers confirmed that they deliver most of the in-house training. The inspection

findings showed that the service provides a good range of training, appropriate to the needs of carers and children placed in their care. Carers confirmed that they complete an evaluation form of training attended, which helps staff evaluate the effectiveness of training. The Manager reported that there were plans for foster carers to commence N.V.Q. Level 3 training in childcare.

Records

The intended outcome for the following set of standards is:

- All appropriate records are kept and are accessible in relation to the fostering services and the individual foster carers and foster children.

Standard 24 (24.1 - 24.8)

The fostering service ensures that an up-to-date, comprehensive case record is maintained for each child or young person in foster care which details the nature and quality of care provided and contributes to an understanding of her/his life events. Relevant information from the case records is made available to the child and to anyone involved in her/his care.

Key Findings and Evidence	Standard met?	2
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The Inspectors examined six children's and foster carer's files. Files seen were legible, generally well set out and indexed. Several entries handwritten by staff had not been signed or dated, and were written in red ink. Copies of electronic entries made by 'Live Link' on file did not indicate who had made the entry. The Inspectors were shown the Live Link system, which clearly shows, which staff had made the entry.

Young people and parents who met the Inspectors had a clear understanding of the purpose of the placement. The Inspectors found that the pre placement agreement plan and individual placement contracts jointly contained all the matters listed in Schedule 6 of the Fostering Regulations.

The service had a written policy on case records, which staff were aware of and followed. Computer held records were being established. Files examined relating to children and young people placed with carers were clearly set out and contained detailed information of a child's/young person's care needs. Certain foster carer's files examined required updating, and did not include a summary of all visits and supervision meetings visits. The Manager was addressing this matter.

Foster carers confirmed that they had recently attended a training event on Life Story Work. The Inspectors found that Carers enabled children to keep records and photographs of significant life events.

Records showed that all children placed had an allocated Social Worker at the time of inspection, and were receiving the required statutory reviews. Four children's files seen as part of the case tracking methodology, did not contain a current placements plan. The Manager reported that this information had been requested from the Placing Authority. Separate incident sheets were provided. The Inspectors found one incident that had not been recorded on the child's incident sheet.

The Inspectors found that all carers had been provided with a suitable secure box to store information relating to children in their care. Records showed that foster carers had recently received training on record keeping. Carers who the Inspectors met were aware of what

information needs to be recorded and what needs to be passed on to the fostering service.

Standard 25 (25.1 - 25.13)

The fostering service's administrative records contain all significant information relevant to the running of the foster care service and as required by regulations.

Key Findings and Evidence		Standard met?	3
The Inspectors found that all required information is kept. Appropriate records were kept in regards to staff, carers, and children. Records were kept securely. Barnardos has a clear policy and procedure on keeping confidential information and records, which staff were aware of and followed. The Project's Administrator is an integral part of the team, and had set up effective systems to ensure the service is well run. It was evident from discussions with the Manager and Administrator that a clear procedure is in place on managing confidential information for Panel members. However the procedure was not included in the Foster Panel handbook.			
Number of current foster placements supported by the agency:			13
Number of placements made by the agency in the last 12 months:			8
Number of placements made by the agency which ended in the past 12 months:			X
Number of new foster carers approved during the last 12 months:			6
Number of foster carers who left the agency during the last 12 months:			0
Current weekly payments to foster parents: Minimum £	268.92	Maximum £	458.41

Fitness of Premises for use as Fostering Service

The intended outcome for the following standard is:

- **The premises used as offices by the fostering service are suitable for the purpose.**

Standard 26 (26.1 - 26.5)

Premises used as offices by the fostering service are appropriate for the purpose.

Key Findings and Evidence

Standard met?

3

Staff reported that the office premises are suitable for the purpose. The Inspectors found that the premises were well equipped with appropriate IT equipment. Staff reported that communication and administrative systems, had been aided by Barnardos improved IT systems.

The Insurance certificate indicated adequate insurance cover in respect of the premises.

Financial Requirements

The intended outcome for the following set of standards is:

- **The agency fostering services are financially viable and appropriate and timely payments are made to foster carers.**

Standard 27 (27.1 - 27.3)

The agency ensures it is financially viable at all times and has sufficient financial resources to fulfil its obligations.

Key Findings and Evidence	Standard met?	3
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The Inspectors found that Barnardos had a dedicated finance team who had responsibility for managing the financial viability of the Project. The Manager stated that the Project has a financial viability plan, which is reviewed.

The Assistant Director and Manager confirmed that regular budget meetings are held with the finance team, and the budget is administered in line with Barnardos financial procedures. The Inspectors did not examine Barnardos accounting and financial procedures. However, the annual report, business plan and information obtained throughout the inspection supported that sufficient resources are available to the Project.

Standard 28 (28.1 - 28.7)

The financial processes/systems of the agency are properly operated and maintained in accordance with sound and appropriate accounting standards and practice.

Key Findings and Evidence	Standard met?	3
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This standard was not fully assessed on this inspection. However the findings throughout the inspection supported that financial procedures were in place to ensure that the Project is appropriately resourced.

The Inspectors were informed that the Project's accounts are regularly audited by Barnardos, and through the East Midlands Consortium.

Standard 29 (29.1 - 29.2)

Each foster carer receives an allowance and agreed expenses, which cover the full cost of caring for each child or young person placed with him or her. Payments are made promptly and at the agreed time. Allowances and fees are reviewed annually.

Key Findings and Evidence**Standard met?****3**

The Manager reported that payments to foster carers had recently been reviewed in line with Fostering Network recommendations. Boarding out payments were now paid according to the child's age and needs. Carers confirmed that they had received information relating to revised payments. The Manager acknowledged the need to update the Foster Career Manual to include current payments.

The Project had a policy on foster carer payments and expenses. The Inspectors found that good systems were in place for the payment of foster carer allowances. Foster carers who met the Inspectors confirmed that they had received information about allowances and expenses, prior to a child being placed. Carers considered that the allowance and expenses covered the full cost of caring for each child placed with them.

Carers informed the Inspectors that payments are promptly paid. The Project's administrator had implemented procedures to ensure that carers are paid at the appointed time.

Fostering Panels

The intended outcome for the following set of standards is:

- **Fostering panels are organised efficiently and effectively so as to ensure that good quality decisions are made about the approval of foster carers, in line with the overriding objective to promote and safeguard the welfare of children in foster care.**

Standard 30 (30.1 - 30.9)

Fostering panels have clear written policies and procedures, which are implemented in practice, about the handling of their functions.

Key Findings and Evidence	Standard met?	3
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The service has its own Panel. The Inspectors attended a Fostering Panel. The Panel members appeared to work effectively and to maintain an appropriate level of independence. The Inspectors found that the composition of the fostering Panel complied with National Minimum Standards and the Regulations.

The Project's Manager was the 'decision maker'. Her involvement in Panel was to support Social Workers. Senior Managers recognized that the Project Manager's role, as the decision maker was not appropriate. The Manager has since confirmed that Barnardos has reviewed its policy in regards to decision maker. An Assistant Director, who has no involvement in the Project, will undertake the role of decision maker.

The Inspectors found that written policies and procedures on the functions of the fostering Panel were detailed. However the procedures did not cover the following:
Recruitment of panel members, the decision-making process when all Panel members are not in agreement, or the procedure for despatching and securing panel minutes and confidential reports to panel members. The Project Administrator confirmed that panel papers were sent out to panel members by recorded delivery mail system.

The fostering Panel had an independent Chairperson. Interview with the Chairperson and observations throughout the Fostering Panel showed that the Chairperson has the necessary skills and experience for chairing the Panel.

Records showed that a satisfactory criminal record bureau check had been obtained for Panel members, with the exception of one member. The Manager reported that this had been obtained and agreed to obtain evidence of this.

Panel members reported that they had received some training in relation to the current standards and regulations. The need for further training was identified.

Prospective new foster carers are invited to attend their initial approval and annual reviews at Panel. A number of foster carers had recently been approved and had yet to attend their annual review. The Manager planned to develop an information booklet on the fostering panel for prospective foster carers.

Reports presented to the Fostering Panel in respect of prospective foster carers were detailed. However as previously stated, there were some inconsistencies in the standard of reports, and two reports did not contain all essential and supporting information. The Panel members raised this matter with the Manager.

The Chairperson was clear that the 'decision maker' formally approves new foster carers. The Inspectors found that the Panel members' summary recommendation, in regards to foster carer's approval was not explicit at times.

Short-Term Breaks

The intended outcome for the following set of standards is:

- **When foster care is provided as a short-term break for a child, the arrangement recognises that the parents remain the main carers for the child.**

Standard 31 (31.1 - 31.2)

Where a fostering service provides short-term breaks for children in foster care, they have policies and procedures, implemented in practice, to meet the particular needs of children receiving short-term breaks.

Key Findings and Evidence	Standard met?	2
The Project was originally set up to provide long term placements. However in response to the needs of the Service, the Project now provides short-term and respite breaks, and on occasions emergency placements for children. Short term and respite breaks are primarily available to Barnardos Foster Carers, but Local Authorities can also access this service. The Manager acknowledged the need to develop policies and procedure for short term breaks, and update the Statement of Purpose to clearly show all services currently provided. Discussions with staff, children and foster carers supported that the needs of children/young persons receiving short-term breaks were being met. Two Foster Carers providing short-term breaks had completed a placement report for each child in placement, detailing how the placement had gone. It was reported that the children had contributed to the report. A copy of the report was sent to the Project. The Inspectors commend this as good practice.		

Family and Friends as Carers

The intended outcome for the following set of standards is:

- **Local authority fostering services' policies and procedures for assessing, approving, supporting and training foster carers recognise the particular contribution that can be made by and the particular needs of family and friends as carers.**

Standard 32 (32.1 - 32.4)

These standards are all relevant to carers who are family and friends of the child, but there is recognition of the particular relationship and position of family and friend carers.

Key Findings and Evidence

Standard met?

9

This standard does not apply. The Project does not employ Carers who are family and friends.

PART C**LAY ASSESSOR'S SUMMARY****(where applicable)****Lay Assessor**

Signature

Date

PART D

PROVIDER'S RESPONSE

D.1 Registered Person's comments/confirmation relating to the content and accuracy of the report for the above inspection.

We would welcome comments on the content of this report relating to the Inspection conducted on 7-11 June 2004 and any factual inaccuracies:

Please limit your comments to one side of A4 if possible

Action taken by the CSCI in response to the provider's comments:

East Midlands Family Placement Project

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Amendments to the report were necessary

YES

Comments were received from the provider

YES

Provider comments/factual amendments were incorporated into the final inspection report

NO

Provider comments are available on file at the Area Office but have not been incorporated into the final inspection report. The inspector believes the report to be factually accurate

YES

Note:

In instances where there is a major difference of view between the Inspector and the Registered Provider responsible Local Authority fostering service Manager both views will be made available on request to the Area Office.

D.2 Please provide the Commission with a written Action Plan by , which indicates how statutory requirements and recommendations are to be addressed and stating a clear timescale for completion. This will be kept on file and made available on request. Status of the Provider's Action Plan at time of publication of the final inspection report:

Action plan was required

YES

Action plan was received at the point of publication

YES

Action plan covers all the statutory requirements in a timely fashion

YES

Action plan did not cover all the statutory requirements and required further discussion

NO

Provider has declined to provide an action plan

NO

Other: <enter details here>

NO

Public reports

It should be noted that all CSCI inspection reports are public documents. Reports on children's homes are only obtainable on personal application to CSCI offices.

D.3 PROVIDER'S AGREEMENT

Registered Person's or responsible Local Authority Manager's statement of agreement/comments: Please complete the relevant section that applies.

D.3.1 I _____ of _____
confirm that the contents of this report are a fair and accurate representation
of the facts relating to the inspection conducted on the above date(s) and that
I agree with the statutory requirements made and will seek to comply with
these.

Print Name _____

Signature

Designation

Date _____

Or

D.3.2 I _____ of _____
am unable to confirm that the contents of this report are a fair and accurate representation of the facts relating to the inspection conducted on the above date(s) for the following reasons:

--

Print Name _____

Signature

Designation

Date _____

Note: In instance where there is a profound difference of view between the Inspector and the Registered Provider both views will be reported. Please attach any extra pages, as applicable.