



*Making Social Care
Better for People*

inspection report

FOSTERING SERVICE

Barnardos East Midlands Family Placement Project

**The Old Exchange
21 Nottingham Road
Spondon
Derby
Derbyshire
DE21 7NF**

Lead Inspector
Jenny Thornton

Announced Inspection
13th-15th February 2006 09:00

The Commission for Social Care Inspection aims to:

- Put the people who use social care first
- Improve services and stamp out bad practice
- Be an expert voice on social care
- Practise what we preach in our own organisation

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This is a report of an inspection to assess whether services are meeting the needs of people who use them. The legal basis for conducting inspections is the Care Standards Act 2000 and the relevant National Minimum Standards for this establishment are those for *Fostering Services*. They can be found at www.dh.gov.uk or obtained from The Stationery Office (TSO) PO Box 29, St Crispins, Duke Street, Norwich, NR3 1GN. Tel: 0870 600 5522. Online ordering: www.tso.co.uk/bookshop

Every Child Matters, outlined the government's vision for children's services and formed the basis of the Children Act 2004. It provides a framework for inspection so that children's services should be judged on their contribution to the outcomes considered essential to wellbeing in childhood and later life. Those outcomes are:

- Being healthy
- Staying safe
- Enjoying and achieving
- Making a contribution; and
- Achieving economic wellbeing.

In response, the Commission for Social Care Inspection has re-ordered the national minimum standards for children's services under the five outcomes, for reporting purposes. A further section has been created under 'Management' to cover those issues that will potentially impact on all the outcomes above.

Copies of *Every Child Matters* and *The Children Act 2004* are available from The Stationery Office as above

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SERVICE INFORMATION

Name of service	Barnardos East Midlands Family Placement Project
Address	The Old Exchange 21 Nottingham Road Spondon Derby Derbyshire DE21 7NF
Telephone number	01332 544711
Fax number	01332 544563
Email address	Tracey.Easter@Barnardos.org.uk
Provider Web address	
Name of registered provider(s)/company (if applicable)	Barnardos
Name of registered manager (if applicable)	Vacant
Type of registration	Fostering Agencies
Category(ies) of registration, with number of places	

SERVICE INFORMATION

Conditions of registration:

Date of last inspection 7th June 2004

Brief Description of the Service:

East Midlands Family Placement Project is part of Barnardo's, which is a registered charity. The fostering Project was set up in 2001 and works in partnership with 7 Authorities across the East Midlands region. The team of staff include a manager, 3 social workers and an administrator. The Assistant Director is based at the Project's office. The Agency provides long-term placements for children and young people up to 14 years of age. It also provides short and medium term placements and respite care for children who may be older than 14 years.

At the time of the Inspection the Agency was supporting 16 sets of foster carers and 20 children in placements. The Agency provides assessment and approval of foster carers and all related training and support. Supervising social workers support placements and work closely with foster children and carers own children.

SUMMARY

This is an overview of what the inspector found during the inspection.

Jenny Thornton and Sharon Treadwell undertook this announced inspection over four days taking 64 hours in total.

Various records were examined and 4 members of staff and senior managers of the service were interviewed. 4 foster carers and children/young people were visited and their records were checked, which helps determine how well the service is meeting their needs. The Inspectors also attended the fostering Panel and the carers' support meeting. Questionnaires were sent out to all carers, children and placing social workers.

The staff team has changed considerably since the last inspection. However the changes had not impacted on the service provided. The outcomes for children and young people using the service were good. A new social worker, assistant director and service manager had recently taken up post, and work was being undertaken to establish the new team.

This inspection identified a number of requirements and recommendations, some of which were identified in the last inspection report. The new manager had identified the shortfalls, and had produced an action plan to develop the service and had introduced various changes.

What the service does well:

The Agency promotes young people's safety and contact with family, friends and significant others. The Agency supports young people's educational needs and social interests. Staff work closely with foster carers and young people in placement. Foster carers are valued and well supported by the Agency. The Agency provides good training opportunities, and staff receive a good level of support to carry out their work.

What has improved since the last inspection?

There have been considerable changes to the team and the Agency had successfully appointed new staff to the posts.

The new manager had produced an action plan and was introducing changes to improve the efficiency of the service and to bring about consistency of practice within the team.

A number of key documents and procedures had/were being updated, including the statement of purpose and information contained in the foster carer's handbook.

Procedures relating to the assessment of new foster carers were being strengthened to ensure that appropriate people are recruited

Improvements have been made to the pre-approval training programme for foster carers to ensure it includes all essential information.

What they could do better:

The Agency needs to strengthen its procedures for obtaining all LAC documents from a child's social worker to enable foster carers to appropriately care for the child.

Foster carers safe care policy needs to be signed and dated by all relevant persons and clearly show when it has been reviewed

The records need to clearly show pre-placement matching considerations between a foster carer and a child.

Arrangements need to be put in place to ensure that foster carers keep essential records of children in their care to a consistent standard.

The Agency needs to further develop ways in which it consults with young people.

The work of the fostering Panel requires strengthening to ensure that good quality decisions are made. All Panel members need to attend regular training to further their knowledge and role.

The service needs to strengthen the post approval-training programme and put procedures in place to ensure that all foster carers attend regular training to update their knowledge and skills.

Please contact the provider for advice of actions taken in response to this inspection.

The report of this inspection is available from enquiries@csci.gsi.gov.uk or by contacting your local CSCI office.

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Being Healthy

The intended outcome for this Standard is:

- The fostering service promotes the health and development of children.(NMS 12)

The Commission considers Standard 12 the key standard to be inspected at least once during a 12 month period.

JUDGEMENT – we looked at the outcome for Standard:

12

Importance is given to meeting young people's health and emotional needs, however procedures require strengthening to ensure that foster carers receive all essential information relating to a child's health to enable them to meet their needs.

EVIDENCE:

Foster carer's showed a commitment to promoting young peoples' health needs, although several carers reported delays in obtaining all essential information relating to a child's health needs. Young people's files examined contained limited information relating to their health needs; one young person's file contained virtually no information. Staff reported that written requests had been made to the child's social worker to obtain essential information relating to health needs, although the information had not been received and copies of letters sent were not kept on the files. Young people's placement reviews recorded that they had received regular health checks and that their immunisations were up-to-date, although one young person's file did not contain information relating to their review/s. One young person had refused an annual medical and this was respected and recorded. The new manager is keen to set up a Health Passport booklet for young people, which will contain essential information relating to health needs and will transfer with the child when they move. Four young people's files examined did not contain signed consent to receive emergency treatment, although it was confirmed that certain foster carers had received this information.

Foster carers said that they had received basic training on health issues as part of the pre-approval training. The manager planned to establish links with the designated nurse for Looked After Children to promote young people's health

needs and to provide training to carers and staff. The records showed that the majority of foster carers had attended basic first aid training.

The carer's handbook contained information relating to prescribed and non-prescribed medicines, although some information required updating. Carers did not have a clear understanding as to what they were expected to record in regards to medication given to a young person.

Staying Safe

The intended outcomes for these Standards are:

- Any persons carrying on or managing the service are suitable. (NMS 3)
- The fostering service provides suitable foster carers.(NMS 6)
- The service matches children to carers appropriately.(NMS 8)
- The fostering service protects each child or young person from abuse and neglect.(NMS 9)
- The people who work in or for the fostering service are suitable to work with children and young people.(NMS 15)
- Fostering panels are organised efficiently and effectively.(NMS 30)

The Commission considers Standards 3, 6, 8, 9, 15 and 30 the key standards to be inspected at least once during a 12 month period.

JUDGEMENT – we looked at outcomes for the following Standard(s):

3,6, 8, 9,15, 30

Procedures are in place to promote young peoples safety and welfare, although the fostering Panel needs to operate more effectively to ensure that good quality decisions are made about the approval of foster carers.

EVIDENCE:

The Agency follows robust procedures when recruiting new staff, to ensure that they are suitable to work with children. Personnel files checked relating to three members of staff were well set out and contained the required information and documents. Records of staff interviews were detailed. From December 2005 all new staff are now required to complete a detailed health questionnaire, and where health issues are identified an occupational health assessment is completed to support that a person is able to undertake the work.

The Agency has clear procedures in place to promote young peoples' safety and welfare. Discussions with young people and returned questionnaires maintained that young people felt safe in their foster home. Carers visited confirmed that they had attended training in child protection and safe care, were aware of safe caring principles. The foster carers Agreement clearly set out carer's responsibilities to keep children safe and protected. Foster carers

had completed a safe care policy for their home; these were generally signed but not dated. Staff and carers said that the safe care policy was reviewed to cover children and young people in placement, although the records did not clearly show this. Carers reported that children (where appropriate) had been made aware of their home's safe care policy. A copy of the carer's safe care policy was not attached to their initial or annual approval report. The safe care guidelines and policies in place did not cover a home's fire escape plan.

Foster carers homes visited provided a safe and homely environment. Young people said that they felt part of the family and were encouraged to personalise their bedroom. Staff had completed a written health and safety risk assessment of the foster carers home, although risk assessments were not reviewed on an annual basis as part of the carer's annual review. Staff recorded the date of the last health and safety risk assessment on the carer's annual approval report, in some cases this had been completed some time ago, and did not include any health and safety issues identified from the risk assessment and measures taken to minimise risks. Health and safety risk assessments did not always record all appropriate measures taken to minimise identified risks, for example one form recently completed recorded that medicines were stored on the top shelf of the airing cupboard out of children's reach. The manager planned to review all risk assessments on file, and ensure that these are re-assessed on an annual basis, forming part of the foster carers review.

Referrals for placement are circulated to the team where staff confirmed that discussion of matching considerations would take place prior to contacting a carer. It was clear from discussions with foster carers and staff that considerable work goes into ensuring that young people are appropriately placed with foster carers capable of meeting their needs. However initial information received from social workers about young people was often brief, and the Agency did not use a standard form to record pre-placement information about matching considerations. Staff had an in depth knowledge of the competencies and strengths of foster carers, and used this knowledge to inform the process of appropriately matching young people to a placement, which would meet their needs. In the case of carers and young people tracked during this inspection the files contained no evidence of matching considerations between a carer and a child since the current process tends to be a verbal one. Foster carers said that they had a say as to who is placed with them, as to whether they felt they have the skills to meet the young persons needs. Where possible young people and foster carers meet to get to know each other, prior to making a decision about whether they consider the placement is in their best interest. All newly approved foster carers were being encouraged to complete an information book about their family and home, for young people's consideration.

The Agency had its own fostering panel, which had the required composition of panel members, except for an independent member, who is or within the

previous two years has been a foster parent for another fostering service. The Panel Chair is a social worker with fostering experience, which broadly meets the panel composition. An Assistant Director, who has no involvement in the Project, now undertakes the role of the decision maker. The fostering panel observed on this inspection did not work robustly and effectively to maintain an appropriate level of independence. At times the discussions held, ending of each case, and recommendations being made to the decision maker were unclear. Panel members had not attended recent training to update their knowledge and role. The new manager confirmed that priority would be given to arranging appropriate training for all panel members. The role of the panel advisor was confusing in that the panel advisor/s attended the panel and also presented the cases. Not all Panel minutes clearly identify the panel advisor.

Policies and procedures were provided on the functions of the fostering panel, although these did not cover the recruitment of panel members, or the decision-making process when all panel members are not in agreement. The panel Chair was not involved in the recruitment and induction of panel members; this was done by the Agency. The new manager did not have copies of criminal record bureau checks for all panel members. The manager agreed to follow up this issue.

Previous panel minutes examined were misleading in regards to the Panel members' recommendations, recording that the Panel supported the recommendation; the Panel Chair had picked up on this issue. The panel minutes did not summarise the reasons for panel member's recommendations to the decision maker.

Foster carer's first review, changes to approval or concerns are presented at Panel. The manager undertakes the role of reviewing officer for all other carer's reviews, and presents a brief summary of her recommendations to the panel. This arrangement was not altogether satisfactory in that the panel members did not have access to sufficient supporting information, and did not give due consideration to material available.

Foster carers training and development needs were not robustly linked and evaluated through the annual review process. The manager intends to strengthen this on development of the post approval-training programme.

A handbook was provided for potential new foster carers on the role of the Fostering Panel. The handbook required updating, as this referred to the National Care Standards Commission and did not include all current panel members, details of length of membership and relevant experience.

Enjoying and Achieving

The intended outcomes for these Standards are:

- The fostering service values diversity.(NMS 7)
- The fostering service promotes educational achievement.(NMS 13)
- When foster care is provided as a short-term break for a child, the arrangements recognise that the parents remain the main carers for the child.(NMS 31)

The Commission considers Standards 7, 13, and 31 the key standards to be inspected at least once during a 12 month period.

JUDGEMENT – we looked at outcomes for the following standard(s):

7, 13

Priority was being given to recruiting additional foster carers from a variety of backgrounds to meet the demand for placements and young people's diverse needs.

Importance is given to young peoples' educational needs to help them achieve their potential, although this was not clearly evidenced within their files.

EVIDENCE:

Discussions with staff and carers showed that the matching process takes into account a child's cultural, religious, language, and disability needs, and that the service promotes diversity and equality. As previously stated, written information relating to matching considerations was brief. Foster carers who the inspectors met showed a commitment to meeting the diverse needs of the children and young people' in their care. Young people visited were supported to pursue a variety of leisure activities and personal interests, for example the Agency had obtained funding from the Local Authority to support one young person's interest in photography.

Foster carers showed a good awareness of children's needs and a commitment to enhancing their confidence and self worth. The staff induction programme and the pre-approval training programme for carers covered the need to promote diversity and respect other cultures and religions.

The focus of the service is to provide long-term placements. However in response to demand for placements the Project now provides short-term and respite breaks. This service was available to children placed with Barnardo's foster carers and young people living in the community with their family. The manager had drafted a policy and procedure relating to short-term care.

It was clear from discussions with staff, carers and young people that importance and support is given to young people's educational needs. However information on file relating to young people's educational needs and achievements was limited, and did not show the work being undertaken and progress made. Two out of four young people case tracked did not have a personal educational plan; the need for this had been identified on recent reviews. Completed questionnaires received from children stated that carers helped them to complete their homework. Virtually all children placed with the Agency were in appropriate education provision. One carer had undertaken considerable work to obtain a suitable placement and support for one young person in her care, who had been excluded from school. The Agency provided respite day-care where a young person was out of school. The Agency does not currently provide data on educational outcomes and attendance at school.

Making a Positive Contribution

The intended outcomes for these Standards are:

- The fostering service promotes contact arrangements for the child or young person. (NMS 10)
- The fostering service promotes consultation.(NMS 11)

The Commission considers Standards 10 and 11 the key standards to be inspected at least once during a 12 month period.

JUDGEMENT – we looked at outcomes for the following standard(s):

10, 11

Priority is given to supporting contact arrangements with a child's family and friends to ensure that relationships are maintained where appropriate.

The service needs to further develop the ways in which it consults with children and young people, to ensure that their views and wishes are listened to and acted upon.

EVIDENCE:

Foster carer's showed a commitment to supporting young people's contact with family and friends. Young people said that they have regular contact with family and friends where there are no restrictions. Absence of care plans and completed foster placement agreements on young people's files, made it difficult to identify current contact arrangements.

The service communicates and consults with children and young people through placement reviews, foster carer's annual reviews, and social activities and events. A children's reference group was not established. The new manager had recently completed an audit on how well the Agency involves young people; the participation audit forms part of Barnardo's core quality assurance standards. The manager had produced an action plan to further obtain young people's views and involvement in the service. Barnardo's participation officer had been invited to attend a forthcoming team meeting to discuss opportunities to involve young people. The manager planned to produce an alternative information guide for teenagers with involvement of the

young people. The service circulates a regular newsletter to all foster carers homes, which contained a good level of information.

The inspectors found positive examples of children's views being heard and acted upon in placement. Examples of this included young people having a say as to person's they wished to have contact with, and whether they wished to attend their reviews. The manager acknowledged the need to make information on local advocacy services available to young people.

Achieving Economic Wellbeing

The intended outcomes for these Standards are:

- The fostering service prepares young people for adulthood.(NMS 14)
- The fostering service pays carers an allowance and agreed expenses as specified.(NMS 29)

The Commission considers Standards 29 the key standard to be inspected at least once during a 12 month period.

JUDGEMENT – we looked at outcomes for the following standard(s):

29 and 14 (partially)

Young people are supported to develop daily living skills in preparation for adulthood and leaving care.

The allowances paid to carers cover the full costs of caring for a child, and good systems are in place relating to the payment of foster carers allowances.

EVIDENCE:

Policies and procedures were in place relating to young people leaving care although these required reviewing. One foster carer was providing support and assistance to a young person to develop independent living skills, and gave examples on how this was being achieved. However a pathway plan was not in place preparing the young person for independent living. All carers had received some training on leaving care as part of their pre- approval training. The manager planned to provide further training for carers in light of placement changes and ages of young people currently placed.

The Agency had a written policy on fostering allowances and current allowances were well published. Foster carers receive a weekly allowance, and in some circumstances additional expenses could be claimed. The Agency provided 3 levels of payments to carers, based on their experience, skills, training and the needs of young people in placement. Files examined did not provide evidence of foster carers competencies in line with the skill/fee level they were awarded. Each carer has an entitlement to regular respite care. All carers interviewed said that they felt that the allowance provided to them from the Agency covered the cost of caring for each child and/or young person

placed with them. Good systems were in place for the payment of foster carer allowances. Foster carer's confirmed that the allowances are paid promptly.

Management

The intended outcomes for these Standards are:

- There is a clear statement of the aims and objectives of the fostering service and the fostering service ensures that they meet those aims and objectives.(NMS 1)
- The fostering service is managed by those with the appropriate skills and experience. (NMS 2)
- The fostering service is monitored and controlled as specified. (NMS 4)
- The fostering service is managed effectively and efficiently.(NMS 5)
- Staff are organised and managed effectively.(NMS 16)
- The fostering service has an adequate number of sufficiently experienced and qualified staff.(NMS 17)
- The fostering service is a fair and competent employer.(NMS 18)
- There is a good quality training programme. (NMS 19)
- All staff are properly accountable and supported.(NMS 20)
- The fostering service has a clear strategy for working with and supporting carers.(NMS 21)
- Foster carers are provided with supervision and support.(NMS 22)
- Foster carers are appropriately trained.(NMS 23)
- Case records for children are comprehensive.(NMS 24)
- The administrative records are maintained as required.(NMS 25)
- The premises used as offices by the fostering service are suitable for the purpose.(NMS 26)
- The fostering service is financially viable. (NMS 27)
- The fostering service has robust financial processes. (NMS 28)
- Local Authority fostering services recognise the contribution made by family and friends as carers.(NMS 32)

The Commission considers Standards 17, 21, and 24 the key standards to be inspected at least once during a 12 month period.

JUDGEMENT – we looked at outcomes for the following standard(s):

1, 17, 21,23 and 24

After a period of considerable changes in staff there is now a good match of well qualified staff and work was being undertaken to establish the new team. The new manager had identified the areas in which the Agency needs to improve, and had made good progress in putting in place a clear plan to develop the service and staff's roles and responsibilities.

EVIDENCE:

A children's guide was provided, which contained a good level of information and some illustrations. It was reported that all children and young people have received a copy of the children's guide. Staff acknowledged that the guide appealed to a certain age range of children and required updating. The manager planned to update the children's guide and produce an alternative guide for teenagers with involvement of the young people.

The statement of purpose sets out the services provided and was reviewed in January 2006 to include the new staffing structure and changes to the service. Staff had received a copy of this. The statement of purpose was comprehensive and contained the required information.

The newly appointed managers had identified shortfalls in the service and had produced a clear development plan, which set out the priorities for the year. Changes were being made to improve the efficiency of the service and consistency of practice within the team.

Procedures relating to the management of complaints and the reporting of notifiable and significant events were in place. A standard form was not used to record notifiable events onto relevant persons. The Commission has received very few notifications and no complaints since the last inspection. There was no record of the Agency having received any complaints since the last inspection, although the Commission was aware of one complaint that the Agency had received and investigated. The new manager had made improvements to the recording of notifications and complaints received.

As previously stated, the service had undergone significant staff changes and the Agency had successfully appointed new staff to the posts, including a new Manager and Assistant Director. The staff team had the appropriate qualifications and skills to meet carers and young people needs. The number of foster carers and children placed within the Project has increased, and the complement of staff had increased. The senior managers managed the team in an open and positive way. The manager was looking for staff to take on responsibilities for specific areas of interest and work. Staff had attended various training in the last year, and considered that their training and development needs were well supported. Staff received monthly planned supervision and an annual appraisal.

Staff showed a commitment to supporting foster carers and children in placement. Foster carers spoke with high regard for the team, and considered that staff are approachable. The service provides a good level of support to foster carers to enable them to undertake their responsibilities. Virtually all questionnaires received from carers indicated that they felt valued and well supported by the Agency. Foster carer's said that the out of hour's service

worked well. It was clear from discussions with carers and staff that foster carer's received regular visits from their supporting social worker, which they found beneficial. However records of visits did not clearly show the type/purpose of visits i.e. to provide supervision, or issues discussed and the outcome of visits. Carers did not sign or receive a copy of supervision visits. A form specifically for supervision visits was available although this was not used.

A support group meeting was established for carers, and carers were being consulted as to ways in which the meetings could be improved. Both carers and staff confirmed that a 'buddy' support system was in place, although this was on an informal basis. The manager planned to develop the 'buddy' system.

The carers' handbook contained a good level of information. The manager had identified the need to update the information and had made a number of changes.

Occasional unannounced visits were not carried out to foster carers homes, although the new manager planned to establish a programme of un-announced visits.

Priority was being given to recruiting further foster carers to meet the current demands for placements. Certain assessments completed by previous social workers were brief and did not contain all essential and supporting information, and had not been completed in a timely manner. The manager was taking action to address inconsistencies in the assessment process. Staff reported that the assessment of potential foster carers had improved in terms of the quality and consistency of information now provided, and this was apparent in assessments examined that had recently or were currently being completed. Staff planned to further develop assessments based on evidence and competencies. Records showed that necessary checks had been carried out to ensure that foster carer's are suitable to work with children. A system had been put in place to ensure that C.R.B checks for all staff and carers were been rechecked every 3 years.

Foster carers files contained a signed copy of their Foster Carer Agreement. The Agreement did not clearly set out the level of training foster carers were required to attend, and had not been updated following changes to the carer's approval status. Also the Agreement did not cover point 13 and 14 of Schedule 5 of the Fostering Regulations.

Staff confirmed that the pre-approval training programme for foster carers has been strengthened, and that an experienced foster carer attended one of the sessions. A draft post approval-training programme for carers was outlined which set out various training events. Some carers considered that the Agency provides good training opportunities, whilst others felt that the range of

training was limited. The new manager planned to develop the post approval-training programme for foster carers. Carer's files contained copies of certificates from courses they had attended. Although records showed that not all foster carers had attended ongoing training to further their knowledge and skills. Foster carers were encouraged to undertake national vocational training (N.V.Q.) in childcare, and several carers had achieved or were undertaking this qualification. The Agency kept a training profile of all carers, which showed at a glance all training attended, although individual carers files did not contain this information.

Foster carers kept essential records relating to children in their care, although there were inconsistencies in where carers recorded information, and the level of information recorded. Some carers did not keep a separate record for each child in their care but recorded information in a diary. Several carers had attended training on the importance of good recording. The manager acknowledged that further training and work was required to bring about consistencies in the level of recording by foster carers.

Foster carers recognise that children need to have a strong identity and encourage them to take photographs and keep a record of significant events and their time with them. Several carers had attended training on life story work and further training was planned. The inspector's saw some good examples of life story work being completed with the young people.

Foster carers and young people's files were indexed and well set out. The majority of information relating to foster carers is now recorded electronically; otherwise information is kept on their file. The recording of information relating to carers was generally good, although some handwritten records were not signed and dated. However there were significant shortfalls in the LAC documents in all young people's files examined. One young person's file contained no essential LAC documents. A care plan was not provided in 3 out of 4 files examined, and the care plan on file for one young person had not been updated. Staff reported that letters had been sent requesting the missing documents from the children's social workers, although the information had not been received. Copies of letters sent were not kept on the young people's files.

SCORING OF OUTCOMES

This page summarises the assessment of the extent to which the National Minimum Standards for Fostering Services have been met and uses the following scale.

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

"X" in the standard met box denotes standard not assessed on this occasion

"N/A" in the standard met box denotes standard not applicable

BEING HEALTHY	
<i>Standard No</i>	<i>Score</i>
12	2

STAYING SAFE	
<i>Standard No</i>	<i>Score</i>
3	3
6	3
8	1
9	3
15	3
30	1

ENJOYING AND ACHIEVING	
<i>Standard No</i>	<i>Score</i>
7	3
13	2
31	3

MAKING A POSITIVE CONTRIBUTION	
<i>Standard No</i>	<i>Score</i>
10	3
11	2

ACHIEVING ECONOMIC WELLBEING	
<i>Standard No</i>	<i>Score</i>
14	N/A
29	3

MANAGEMENT	
<i>Standard No</i>	<i>Score</i>
1	3
2	X
4	X
5	X
16	X
17	3
18	X
19	X
20	X
21	3
22	X
23	2
24	1
25	X
26	X
27	X
28	X
32	X

Are there any outstanding requirements from the last inspection?

STATUTORY REQUIREMENTS

This section sets out the actions, which must be taken so that the registered person/s meets the Care Standards Act 2000, Fostering Services Regulations 2002 and the National Minimum Standards. The Registered Provider(s) must comply with the given timescales.

No.	Standard	Regulation	Requirement	Timescale for action
1	FS30	24,25,26	The agency must review the operation of its Fostering Panel (to ensure that operates robustly and transparently) to include the following: • Panel constitution. • Essential checks on panel members. • Panel recruitment (including involvement of the Chair). • The decision making process • Panel training. Panel minutes should fully clarify discussions held and the reasons for recommendations made to the Agency Decision Maker.	30/05/06
2	FS24FS12	17	Foster carers must be provided with all essential information to enable them to provide appropriate care to a child placed with them, including LAC documents from children's social workers. This information must include details about a child's health needs, including signed consent to receive emergency treatment.	31/05/06

			This information should also clarify any contact arrangements, which are in place for the child.	
3	FS21	28	The Foster Carers Agreement must include all points listed in Schedule 5 of the Fostering Regulations.	30/05/06

RECOMMENDATIONS

These recommendations relate to National Minimum Standards and are seen as good practice for the Registered Provider/s to consider carrying out.

No.	Refer to Standard	Good Practice Recommendations
1	FS12	Information in the carer's handbook should clarify expectations of carers regarding the use of and recording requirements in relation to prescribed and non-prescribed medicines
2	FS14 FS12FS23	The Agency should strengthen its procedures to ensure that all foster carers attend regular post approval training to further their knowledge and skills, to meet the needs of children placed in their care. The Foster Carer Agreement should clearly set out the level of training foster carers are required to attend. All foster carers should receive first aid training. Carer training on preparing for adulthood and leaving care needs to be improved.
3	FS25 FS24	The Agency should establish a file audit system for ensuring that carers and young people's files are updated and contain all essential information. All handwritten records should be signed and dated.
4	FS21	An unannounced visit should be made to each foster carer's home at least annually.
5	FS9	The manager should keep clear records of all complaints received and investigations carried out.
6	FS1	The children's guide should be updated to include contact details of children's advocacy services. The children's guide should be able to be produced in formats appropriate to all children placed.
7	FS9	Household 'safe care' policies should be signed and dated and must be relevant to children in placement. Assessment of the continuing appropriateness of the policy should form

		part of the annual review process. The 'safe care' policy should include a fire escape plan.
8	FS13	The Agency should establish a system for monitoring the educational attainment, progress and school attendance of children placed with foster carers. Young people's files should clearly evidence work undertaken to meet their educational needs.
9	FS6	Health and safety risk assessments of foster carer's homes should be reviewed annually as part of the carer review process and as changes arise. The risk assessment must clarify any measures implemented to minimise identified risks.
10	FS21	Records of visits to foster carers should clearly show the purpose of each visit and a summary of issues discussed. Carers should sign and receive a copy of their supervision visits.
11	FS12 FS24	The agency should take steps to ensure that all foster carers keep essential and separate records of children in their care. These records should include a separate health record, which moves with the child.
12	FS11	The Agency should develop methods for consultation with children and young people in foster homes, including birth children.
13	FS8	The Agency should provide clear evidence of matching considerations between a foster carer and a child.

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