



*Making Social Care  
Better for People*

# inspection report

## FOSTERING SERVICE

**Futures For Children**

**69 College Road  
Maidstone  
Kent  
ME15 6SX**

*Lead Inspector*  
Sophie Wood

*Announced Inspection*  
14<sup>th</sup> February 2006      14:00

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

<b>Reader Information</b>	
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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](http://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](http://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

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<b>Provider Web address</b>	
<b>Name of registered provider(s)/company (if applicable)</b>	Futures for Children
<b>Name of registered manager (if applicable)</b>	Mrs Muzammil Mirza
<b>Type of registration</b>	Fostering Agencies
<b>No. of places registered (if applicable)</b>	0
<b>Category(ies) of registration, with number of places</b>	

# SERVICE INFORMATION

## Conditions of registration:

**Date of last inspection**      14th July 2004

## Brief Description of the Service:

The 'Futures for Children' fostering agency is based in Maidstone and is currently registering other offices in neighbouring counties. It is the intention of the agency to develop small groups of carers, from a wide range of geographical locations, with qualified staff support close by, in line their 'Maidstone' model.

According to its Statement of Purpose, the agency seeks to provide, "a flexible, caring and imaginative foster care service...to give children and young people the opportunity to become valued members of society".

The agency seeks to provide a variety of placements, based upon the presenting needs of the children / young people referred. These include; short and long term, emergencies, bridging, enhanced, eg. disability / illness, sibling groups and parent and child placements.

All Social Workers employed by the agency are qualified and experienced and other employees include a qualified Director of Therapy and sessional workers. For those young people not in mainstream school, the agency funds a minimum of 10 hours sessional work per week.

The agency provides continued training for carers and is currently focusing upon the NVQ qualification. Out of hours support is provided by the agency staff team via an on call system and carers receive three weeks' holiday pay annually.

# SUMMARY

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

This announced inspection commenced on 14<sup>th</sup> February and was conducted over five days.

Time was spent interviewing directors, the registered manager and key personnel, including social workers, support staff, administrative workers and a member of the finance department.

Carers and children's files were inspected, along with policies, procedures and other relevant documentation and four carer families were visited in their own homes.

Additional inspection material was gained through the receipt of the manager's pre – inspection questionnaire and self – assessment. Further questionnaires were received from young people, carers and placing authorities.

Whilst a number of positive aspects were found throughout the course of this inspection, it was disappointing to find that the previous and historic good standards pertaining to records and administrative documentation had somewhat fallen.

These areas were discussed during the feedback meeting and agency representatives gave clear assurances that these shortfalls will be readily addressed.

## **What the service does well:**

The agency provides regular, good quality support to carers, who in turn, feel equipped to provide a quality service to those in their care.

Written procedural guidance is clear and concise and subject to ongoing review.

Agency staff possess the skills, qualifications and experience needed to effectively run a fostering service.

Assessments of carers and the recruitment of agency staff is thorough, therefore, vulnerable young people are protected.

## **What has improved since the last inspection?**

Systems have been introduced to ensure the practice of agency workers and carers is subject to ongoing monitoring and quality assurance.

The ongoing monitoring of children's health and educational needs has improved.

Job descriptions of all staff members are currently being reviewed and updated.

Carers' annual review documentation is within the process of being updated to ensure the views and opinions of those in placement and birth children are now being sought.

The personnel files of staff have been reviewed to ensure the contents meet with the requirements of Schedule 2 of the Fostering Regulations 2001.

The written supervision record for carers has been reviewed and updated, with copies now being given to carers to keep for their own records.

### **What they could do better:**

The contents of children's / young peoples' files should be reviewed and regularly monitored to ensure they all contain the information required. 'Health' information in respect of children / young people should be reviewed as a matter of priority.

Greater written evidence is needed to demonstrate sound matching processes and placing authorities need to be regularly 'chased' for LAC documentation. Foster Carer Agreements should be checked to ensure all of the required information is completed and additional safeguards would be evident if all carers were required to complete and regularly update their own 'safe care' documentation.

Although 'general monitoring' has improved, this aspect requires further development, to ensure the agency is continuing to scrutinise its own practice, therefore being able to see where improvements are needed.

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](mailto:enquiries@csci.gsi.gov.uk) or by contacting your local CSCI office.

# **DETAILS OF INSPECTOR FINDINGS**

## **CONTENTS**

Being Healthy

Staying Safe

Enjoying and Achieving

Making a Positive Contribution

Achieving Economic Wellbeing

Management

Scoring of Outcomes

Statutory Requirements Identified During the Inspection



# Being Healthy

## The intended outcomes these Standards are:

- 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 – The intended outcomes for these Standards are

12

Whilst children's / young peoples' primary health needs are well – catered for, the absence of some necessary information places individuals and carers at some degree of risk.

### EVIDENCE:

Health information within files was scrutinised and although some files contained health – related information, others were found to be significantly lacking. This is further hindered by files not having a separate section for health information.

Records demonstrated that carers are fully aware of their responsibilities to promote the health and well – being of those in their care and it was evident that routine GP and other generic health care appointments were being supported. In fact, one individual with significant complex health needs is being supported entirely appropriately.

Unfortunately, this does not extend to every case; one child, described as having epilepsy, had no guidance or specific information within agency records and when the carers were interviewed, they confirmed they had not received significant / necessary information from the placing authority. It transpired that the individual had not had a seizure for some considerable time, which was cited as the reason for no specific guidance being provided by the placing authority. However, the fostering agency agreed that additional information was necessary and took immediate steps to amend records accordingly.

In addition, other files held no health information whatsoever and this deficit needs to be addressed as a matter of priority.

# Staying Safe

## The intended outcomes 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, and 15 the key standards to be inspected at least once during a 12 month period.**

## **JUDGEMENT – The intended outcomes for these Standards are**

3, 6, 8, 9, 15.

The service is run by a competent, experienced group, which places children with carers who can meet their needs.

Written information to matching and carer assessment information does not do justice to the actual practice of the agency.

An experienced panel works effectively to provide safeguards for children, carers and the agency.

## **EVIDENCE:**

Personnel records were scrutinised and key personnel were interviewed. The registered manager has very recently successfully completed her 'fit person interview' with the Commission; she possesses the skills and qualifications commensurate with her role and demonstrated an acute awareness of her responsibilities throughout the course of this inspection.

Similarly, agency workers have required social work qualifications and the two students in place are being appropriately supervised in their work.

Form F's were scrutinised and sound and thorough assessment processes were confirmed by those carers interviewed. Where omissions were noted within documentation, these were discussed throughout the course of the inspection and it was positive to note that the Director of Policy scrutinises Form F's

regularly and where necessary, requires assessors to revisit particular aspects. Through visiting four foster families in their own homes and seeing young people in placements, clear sources of evidence were seen to demonstrate that children and young people were being placed with carers able to meet their needs.

One child was living with carers, who between them, had the skills to manage his behavioural difficulties and specific health care needs, however; although these aspects were observed whilst visiting, there was very little written evidence to support these factors had been taken into account during this child's 'matching' process. With particular reference to children's specific health needs, the agency needs to ensure that greater written evidence is documented to demonstrate and support thorough 'matching' processes being followed.

Documentation pertaining to panel members was inspected. Members come from a broad range of relevant backgrounds pertaining to children in care and the group has access to medical expertise, when this is needed.

All members have supplied a copy of their C.V. and all have been satisfactorily CRB checked.

Minutes of previous panel meetings were read. Each meeting was sufficiently attended and minutes of such meetings were detailed and clear. It was noted that if questions from members had not been fully satisfied, such items had been deferred, demonstrating a sound and thorough process being followed. Written guidance pertaining to the role and function of the panel was clear and explicit; it included the process to be followed in the event that a consensus decision could not be reached.

A Director of the agency acts as a panel advisor; she does not have a casting vote and another Director, who does not join the meetings, acts as the agency decision maker.

# Enjoying and Achieving

## **The intended outcomes 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 – The intended outcomes for these Standards are**

7, 13, 31.

Diversity among children and carers is valued and young people receive the help they need to reach their academic potential.

## **EVIDENCE:**

Whilst it is recognised that the geographical area covered predominantly reflects a 'white middle class' group, the agency continues to actively seek to recruit carers from as wide a range of backgrounds as this factor allows. This is reflected within the register of foster carers, which shows married couples, co-habiting partners and single carers. Within such groups, some variety of ethnic and cultural backgrounds is reflected and a range of skills are offered by each household.

The agency is therefore able to accommodate youngsters with a range of presenting needs, including particular cultural/religious needs, health issues and/or disabilities.

Core training for carers includes subjects such as valuing diversity and equal opportunities.

Almost every child visited was attending school full time and some of the written evidence seen showed an enormous amount of work being conducted by carers in supporting school placements. In addition, carers also spoke very positively of the support they receive from the agency in terms of attending school meetings and purchasing any necessary items, such as uniform. Although carers were very clear in their understanding of their own responsibilities in terms of supporting a child's educational needs, this could be

more specifically stated within carers' documentation, such as the Foster Carer Agreement or Handbook.

A team of sessional workers, led by a coordinator, provides additional support to children (and their carers) through the provision of planned activities for those who are currently not attending school / college.

The manager demonstrated a sound awareness as to the educational needs and status of those children currently placed within the agency; however, greater written details needs to be kept to ensure exclusions and difficulties in obtaining educational placements are being closely monitored.

## **Making a Positive Contribution**

### **The intended outcomes 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 – The intended outcomes for these Standards are**

10, 11.

Children and young people benefit by being supported to maintain contact with those who are important to them.

Carers and children enjoy a 'two – way' relationship with the agency, where their opinions and views are heard and responded to.

### **EVIDENCE:**

Through the examination of written records and by speaking with carers and children, it was evident that contact arrangements are known, supported and recorded.

Carers support such arrangements in a variety of ways, including the provision of transport and sometimes through facilitating such visits within their homes, where this is appropriate.

Sessional workers employed by the agency also play a significant role in terms of supporting contact visits where this is needed and this aspect of service provision is advertised to placing agencies.

The commitment of those carers interviewed to promote and support important contact was particularly impressive. Individuals were acutely aware of the importance of this aspect for those in their care, despite the difficulties it may and had incurred for them as carers.

Questionnaires received from children and young people confirmed that they are regularly consulted by their carers and the agency. A number of examples were given whereby children had voiced their opinions and had their requests met, for example:

"I am asked about what I like to eat" and "I can choose the activities I would like to do".

A number of those young people visited said that agency members of staff always speak with them when they visit and a couple commented that they would talk to agency staff more than their own social worker.

Although such reports were very positive, the views of children in placement are not currently sought at the time of carer annual reviews, although the director of policy assures that a system for this is currently being developed. Carers stated that they feel well – informed and consulted by the agency. Staff, including the directors, were described as ‘open’, ‘approachable’ and ‘very helpful’.

Whilst all of the points were very positive, an area needing further development in terms of ‘consultation’, lies with obtaining the views and opinions of foster carers’ birth children, particularly those still living at home and therefore heavily involved in their parents’ role and function. Through discussion with agency staff and perusal of documentation, it was evident that the agency has already begun to think of ways in which this area could be improved.

# Achieving Economic Wellbeing

## The intended outcomes 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 – The intended outcomes for these Standards are**

14, 29.

Teenagers are provided with clear guidance and advice from their carers to prepare them for adult living. More is needed in terms of written documentation from their placing authorities.  
Carers benefit from being paid their agreed allowances on time.

## **EVIDENCE:**

Those carers with 'older' children were very clear about their aims and objectives in terms of preparing those in their care for independent living. Clear examples, in terms of the very 'practical' means of support being given were described and these included budgeting, seeking employment and the acquisition of self help skills such as cooking and using a washing machine. The agency's programme of training covers particular topics aimed at this age group and it attempts to provide carers with the guidance that they need to support those in their care to 'move on' and leave the care system. Not all of the files inspected contained transitional / leaving care plans and the agency needs to pursue those that are not in place. Additionally, a recommendation is made to expand upon the training / guidance currently provided for carers and young people regarding this very broad topic in order that this age group receives the help needed to successfully make the transition to independent living.

Through the receipt of carer questionnaires, interviewing carers in their own homes and by interviewing a member of the finance team, clear evidence was obtained to support that carers receive their payments and agreed expenses correctly and on time.



Such amounts are explicitly recorded in writing and a team of three finance personnel ensure that sound mechanisms are implemented to assist the smooth running of this department. No questionnaire or comment was received to contradict this finding.

# Management

## The intended outcomes 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 – The intended outcomes for these Standards are**

1, 2, 4, 5, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 32.

Clear written documentation is provided for all interested parties.

Carers and children benefit from the leadership and work practices of a qualified, motivated team of professionals.

The quality of support and training for carers enhances the outcomes for children and young people.

Monitoring mechanisms would benefit from further review and attention needs to be paid towards the annual review of carers, to ensure this target is met.

Financial viability offers ongoing security to all concerned and written records are improving.

## **EVIDENCE:**

The Statement of Purpose contains all of the information required and is subject to ongoing review and amendment wherever necessary. Children's and Young People's Guides are also relevant, informative and contain the information needed. Although the latter documents are continually being 'worked on', it was particularly positive to find that those children interviewed had a clear understanding of the workings of the agency. They knew exactly how to complain and who they could turn to if they had an issue or if they needed additional help and support outside of their carers.

Evidence obtained through staff interviews and the scrutiny of personnel records supported that the agency is managed and staffed by a suitably qualified, skilled and able group.

Monitoring systems have improved and the agency now submits copies of its own 'Regulation 42' reports at regular intervals to the Commission. Such reports reflect that the manager continues to monitor the matters as listed under Schedules 7 & 8 of the Fostering Regulations 2001.

It is recommended that the contents of such reports be reviewed to ensure sufficient details are covered and it is required that the manager ensures that all events as listed under Schedule 8 be reported to the Commission, as some instances of a child requiring hospital admission had not been reported.

Evidence was seen to demonstrate that the staff of the agency are in receipt of regular supervision and appraisal; they are deployed effectively, in terms of utilising their individual skills and preferences and are provided with relevant and ongoing training courses. Student social workers are supervised effectively.

In addition to social work staff, the agency employs a coordinator, who oversees a team of sessional workers. Such individuals provide excellent support to children and carers by way of supporting contact arrangements and providing appropriate day care activities, in the event that a child is not currently attending school. The same criteria, as applied to social worker recruitment, is applied to such individuals, with all required checks, including Enhanced CRB's being undertaken. Two sessional workers were interviewed, as was the coordinator and this aspect of the service was viewed as invaluable in terms of the work currently being conducted.

The training programme is comprehensive and meets the needs of carers. Courses are evaluated and a mixture of agency staff and external providers is used. Whereby external providers supply training, carers and agency staff

attend together. No carer interviewed reported any issues or concerns with regards training provision and a number confirmed that their requests for specific topics are positively responded to. Those minutes of carer annual reviews seen identified the ongoing training needs of carers and further written evidence was seen to support that regular attendance at training is both required and monitored.

Staff personnel files showed evidence of induction, ongoing supervision and appraisal. Staff are effectively supervised by line managers and professional development as well as performance issues are addressed using appropriate forums. Staff know what is required of them through clear contracts of employment and job descriptions; the latter of which are all currently being reviewed and updated by the director of policy.

Clear written guidance is in place pertaining to the agency's strategy for working with and supporting carers. Through staff interviews, individuals were very clear about the 'mix' of their role, in terms of both supporting and supervising the carers allocated to them. It was also positive to find that new supervision forms are currently being introduced, which secure more stringent recording of the regular visits conducted, with a copy of such minutes being given to the carers for their own records.

An inspection of records showed that not all carers have received annual reviews on time, although it was evident that this shortfall had already been identified internally, with measures in place to rectify the situation. In line with bringing these up to date, the agency is advised to further ensure that carers' own 'safe care' policies be reviewed in line with this process.

A selection of children's files were inspected and the contents were found to vary considerably, in terms of the information held. Whilst some files contained up to date LAC documentation, others did not and in all cases, little information was in place to demonstrate the 'matching process'. A number of files held education information in the form of P.E.P's, whereas others did not hold anything and in a number of cases, no health information could be found. A requirement is therefore made to address the overall standard of children's files as a matter of priority.

More positively, other administrative records complied with regulatory requirements. The register of foster carers was informative and up to date, as were records pertaining to placements. Staff files were in good order, with all relevant and necessary checks being completed and accurately recorded. A clear policy and procedure exists with regards carers and children being able to access their own records and the storage of such protects confidentiality. A clear 'case recording' policy is in place and carers and staff write and store necessary records appropriately.

The agency has premises that exceed the performance indicators. Two separate buildings, in close proximity, accommodate the social work team and

finance department / directors respectively. The latter building, recently purchased, houses many rooms, which are being considered for a variety of uses including training, contact and other resources.

Although the recent notice of possible redundancies is unfortunate and unsettling, this strategy is demonstrative of the agency's commitment to ensure ongoing financial viability and the continued protection of those carers and children currently in place. The perusal of financial records and an interview with a member of the finance team further supported that robust financial processes are adhered to, with company accounts being annually inspected by a registered accountant.

# 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

<b>BEING HEALTHY</b>	
<i>Standard No</i>	<i>Score</i>
<b>12</b>	<b>1</b>

<b>STAYING SAFE</b>	
<i>Standard No</i>	<i>Score</i>
<b>3</b>	<b>3</b>
<b>6</b>	<b>3</b>
<b>8</b>	<b>2</b>
<b>9</b>	<b>3</b>
<b>15</b>	<b>3</b>
<b>30</b>	<b>4</b>

<b>ENJOYING AND ACHIEVING</b>	
<i>Standard No</i>	<i>Score</i>
<b>7</b>	<b>3</b>
<b>13</b>	<b>3</b>
<b>31</b>	<b>N/A</b>

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

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

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

YES

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	FS12	15(1)	<p>The fostering service provider shall promote the health and development of children placed with foster parents. This requirement is made within the context of the fostering service ensuring it holds accurate and updated records / information pertaining to the health care needs of the children currently placed.</p> <p><b><i>This requirement is made within the context of insufficient health records in some cases and is carried over from the previous inspection.</i></b></p> <p><b><i>An action plan, detailing how and by when, this shortfall will be addressed is required by the date shown opposite.</i></b></p>	12/04/06
2	FS4	42	<p>The registered person is required to ensure that all matters as listed under Schedule 8 of the Fostering Services Regulations be reported to the Commission within the specified timescales. An action plan, detailing how this shortfall will be addressed is</p>	12/04/06

			required by the date shown opposite.	
3	FS8	11(b)	The registered person is required to ensure that sufficient 'matching evidence' is recorded in writing before a placement is made with foster parents. An action plan, detailing how this shortfall will be addressed is required by the date shown opposite.	12/04/06
4	FS8	34(3) Schedule 6	The registered person is required to ensure that Placement Agreements and LAC documentation is obtained from placing authorities as soon as is practicable, once a placement is made. An action plan, detailing how this shortfall will be addressed is required by the date shown opposite.	12/04/06
5	FS22	17 Schedule 5	The registered person is required to ensure that carer reviews occur within a twelve month period, within which, their own safe care policies are presented and that the contents of Foster Carer Agreements are reviewed in line with the elements as listed under Schedule 5 of the Fostering Regulations 2001. An action plan, detailing how this shortfall will be addressed is required by the date shown opposite.	12/04/05
6	FS24	30	The registered person is required to review the contents of children's files to ensure the required information is held in all cases. An action plan, detailing how this shortfall will be addressed is required by the date shown opposite.	12/04/06



## 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	FS11	It is recommended that the agency implements mechanisms to ensure the views and opinions of both 'looked after' and 'birth children' are secured about the ongoing operation of the agency.
2	FS12	It is strongly recommended that children's files be reviewed to include a separate and dedicated section pertaining to 'health' needs.
3	FS13	It is recommended that the agency provide clear written guidance for foster carers, pertaining to their responsibilities for educational support and their financial responsibilities associated with these. It is also recommended that attention be given to the monitoring of school placements, including exclusions.
4	FS14	It is recommended that the agency review and expand upon its current guidance and training pertaining to 'leaving care' and that relevant LAC documentation for such young people be 'chased'.

## **Commission for Social Care Inspection**

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