



*Making Social Care
Better for People*

inspection report

FOSTERING SERVICE

The Adolescent and Children`s Trust

**Premier House
209-211 Walsall Road
Perry Barr
Birmingham
B42 1TX**

Lead Inspector
Lynda Dale

Announced Inspection
16th, 17th, 18th, 22nd May & 5th June 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 The Adolescent and Children`s Trust

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Birmingham
B42 1TX

Telephone number 0121 260 0518

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Email address

Provider Web address www.tactfostercare.org.uk

Name of registered provider(s)/company (if applicable) The Adolescent and Children`s Trust

Name of registered manager (if applicable) Ms Beverley Pickering

Type of registration Fostering Agencies

Category(ies) of registration, with number of places

SERVICE INFORMATION

Conditions of registration:

1. Mother and baby placements should only be made with carers specifically approved for that purpose.

Date of last inspection 27th June 2005

Brief Description of the Service:

The Adolescent and Children's Trust (TACT) is an Incorporated Charity and Independent Fostering Agency. The Head Office is based in London and there are 8 branches throughout England and Wales, each with a Registered Manager. There are 3 Regional Managers with operational responsibility for the 8 branches.

The Birmingham branch of TACT was first registered in May 2004 and provides a range of foster placements for looked after children aged 0-17 years. At the time of planning for this inspection the Birmingham branch had 24 approved carer households and 24 children in placement. The branch currently has a Registered Manager, 2 qualified social workers with a vacancy for a third and 2 administrative staff. The branch also uses sessional Form F assessors and has its own fostering panel with an independent chair. The service provides support workers, who can assist with contact, transport and provide children and carers with any additional support they may require.

The office premises are within easy reach of the city centre with good transport links and parking. TACT's offices are based on the first floor of the premises and there is no lift access. However, there is some access for wheelchair users, as the organisation can have use of an office on the ground floor of the building.

SUMMARY

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

This inspection was announced and there was one inspector. The majority of the fieldwork activity took place over 5 working days. The total duration including pre-inspection planning and post-inspection analysis was 60 hrs.

Three foster households with children in placement were case-tracked. The inspector had access to foster carers' and children's files and was able to meet with carers and children when visiting carers' homes. Questionnaires were sent to a further 5 foster households, the children in placement and their placing social workers. Two children's, 4 carer's and 3 placing officers' questionnaires had been received at the time of writing this report.

The inspector interviewed supervising social workers, the manager and briefly met with the Chief Executive and Quality Assurance Manager, who also supplied consultation information. The fieldwork activity was based at the service's premises and the inspector had access to the organisation's policies and procedures. The inspector also observed a fostering panel and interviewed 3 independent panel members and the Panel Chair.

The inspector was also able to observe a 'Children Who Foster Group' and met with the Foster Carers' Support Group before starting the fieldwork activity.

The inspector would like to take this opportunity to thank children, carers and staff for their warm welcome and kind assistance during the inspection. In particular the Commission is grateful to the registered manager's willingness to assist the Commission with reduced timescales for planning the fieldwork activity under the new fostering methodology.

What the service does well:

TACT has a culture of consulting with children and listening to their views. These are then incorporated into the plans for the organisation. The Birmingham branch contributes to this process well through children's groups and structured activities.

The organisation as a whole is well managed with good quality assurance mechanisms. Birmingham branch is particularly good at monitoring and reviewing service delivery and is quick to implement any necessary changes. This was reflected in the Service's willingness and ability to co-operate with reduced timescales for inspection planning referred to above.

Matching remains a key strength of the service, with an ongoing commitment to same race placements wherever possible. The service continues to demonstrate a clear willingness to decline placements if an appropriately matched placement cannot be found within the organisation.

Overall carers feel well supported by the agency, with specific praise given for the quality of the out-of-hours service provided.

What has improved since the last inspection?

At the last inspection, the service was already being delivered to a high standard and accordingly very few statutory requirements were made. This inspection confirmed that the statutory requirements from last year had been fully met. In the circumstances, there were very few additional areas in need of significant improvements.

The improvements made include the introduction of a new system of recording for carers to record children's information, which includes comprehensive health information and planning.

The service has made notable improvements liaising with the Placing Authorities to obtain Looked After Children (LAC) documentation and Personal Education Plans (PEP's).

The standard of safe care guidelines has been improved by the inclusion of risk assessments, relating to areas of known risk, although some further development is needed to the completion of these.

What they could do better:

This inspection revealed some inconsistencies in carer supervision on a number of issues including carers' recording, health and advice given regarding the breakdown of allowances.

Changes to the Panel structure should be further reviewed to ensure these are consistent with the regulations.

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.

DETAILS OF INSPECTOR FINDINGS

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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:

The health needs of children in placement are being fully met and they are supported to follow healthy lifestyles.

EVIDENCE:

Children met and those who returned questionnaires confirmed their carers encourage them to follow healthy lifestyles by eating healthily and taking regular exercise.

Carers are required to register with their local GP. One child in placement had not been registered with the carer's local GP because their local surgery was not taking new referrals. Action was taken to identify an alternative GP during the course of the inspection. The majority of children placed had received a Looked After Children's (LAC) medical. Any delays were due to placing authorities and had been followed up by supervising social workers. All sampled files contained medical consent forms.

Since the previous inspection the organisation has introduced an excellent new system of recording for carers on the children in placement. This includes a comprehensive health section covering medical appointments, medication, first-aid and accident recording. The organisation has also incorporated body charts into accident recording, further to the good practice recommendation from the previous inspection. Overall the system was being used well, with only minor omissions which had not been identified through carer's supervision.

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

The service has good systems to promote and maintain the safety of children placed and overall these are well implemented.

EVIDENCE:

The Registered Manager of the Birmingham branch and Regional Manager are both suitably skilled and hold relevant qualifications to deliver a fostering service. All staff (including management) and carers are police checked every 3 years.

The foster homes visited were well maintained and able to offer nurturing environments for the children placed. Each fostered child visited had a room of his/her own. The service avoids children room sharing wherever possible, although this does happen in some cases for sibling groups. Supervising social workers undertake regular health and safety checks of foster carers homes and in response to the good practice recommendation from the previous inspection the service has increased the frequency of these to quarterly. Carers met confirmed that health and safety issues were regularly reviewed in relation to DIY and home improvements. All carers visited understood the inspection process and made valuable contributions. Feedback from placing social workers' questionnaires confirmed that carers provide safe environments for the children placed.

TACT takes all necessary steps to ensure children and young people are carefully matched with carers capable of meeting their needs. This was clearly evidenced by the number of vacancies and records confirming the number of referrals not offered a placement due to matching criteria not being met. Whilst TACT still emphasises the importance of same race placements, there were some trans-racial and cultural placements at the time of this inspection. Some of these had been made in response to the request of the young people concerned. Another trans-racial placement was based on other significant matching criteria where the carer had specialist skills to meet the specific needs of the individual child placed. Carers had received information and advice on how to support the children's cultural and religious needs, as well as any needs arising from a disability.

Sampled files confirmed each foster care home has a safe caring policy. Since the previous inspection the service has introduced a commendable system of risk assessments. These accompany safe care policies and detail areas of risk identified regarding the children placed. Of those sampled, some were short on detail and did not determine how the level of risk had been determined. In addition copies of the risk assessments had not been provided to all carers. When fully implemented these will make a valuable contribution to safeguarding children and their carers.

Carers and staff met were aware of their role in identifying and reporting any child protection concerns. Children and young people met also knew how to make a complaint or to whom to report any concerns they had about their care. Children are provided with a children's guide with contact details for relevant agencies in case of any concerns.

TACT has corporate child protection procedures and guidance for the whole organisation. Child protection procedures for carers have been recently reviewed to reflect previous inspection findings from other branches. These now include all essential information for carers on child protection matters. However, the final draft does not distinguish between policy, practice and guidance and accordingly this would benefit from further review.

There is guidance in the carer's handbook on behaviour management and the service has also developed a strategy for addressing any training needs, such as de-escalation methods and restraint training in the forthcoming year.

There are corporate recruitment and selection procedures for appointing staff. There has only been one new social worker appointed since the previous inspection. Sampled personnel records confirmed that all relevant checks were made prior to the person being appointed.

The inspector was able to observe a panel during the course of this inspection and interview the Panel Chair. There is a Panel Chair and the Regional Manager represents the Responsible Individual at Panel and also acts as

deputy when the Chair is absent. The Panel has a varied range of independent members including a carer, a person who has previously been fostered, and representatives with health and education expertise. The Panel also has access to a legal advisor. The panel was well organised, with papers circulated well in advance. The reviews submitted were of a high standard with good background information available to enable the panel to make recommendations. It was positive to note that panel deferred one matter on which new information had very recently come to light and therefore required further assessment.

Recently TACT has restructured all fostering panels across the service. Local Managers are now non-voting fostering adviser's to panel which is intended to introduce a higher level of impartiality. The organisation also plans to use social workers from other branches as the agency social work representatives for this purpose. The Regional Manager confirmed that a social worker from the Kettering branch of TACT has been identified for the Birmingham Panel. Unfortunately, they were not present at the panel observed and therefore the panel was not fully quorate. This was a genuine oversight, as the service had believed the Regional Manager could act as agency social worker, whilst also representing the Responsible Individual on the Panel. Arrangements were made to review all matters before the panel at the next meeting. The service is looking into ways to continue with the planned restructuring of the panel whilst remaining fully quorate.

The Chair confirmed that there have been some changes in the matters now referred to panel. At the previous inspection all carer's annual reviews were being referred but TACT have now revised this. Only first annual reviews, changes in approval or matters requiring specific advice are referred to panel.

The inspector had the opportunity to meet with some of the independent members outside of the panel meeting. They advised the inspector that there was no hierarchy of opinions during panel meetings and they felt that all contributions are valued. TACT arranges training and development days for panel members, which all agreed are useful. Records relating to panel members confirmed that appropriate CRB and reference checks had been made on all panel members. Records also now include information on how panel members were selected, in response to the observations from the previous inspection. Another notable area of good practice is the service has a system of annual appraisals for panel members which are carried out by the Chair and the Regional Manager.

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 (Standard 31 does not apply to TACT)

Children and young people are provided with a wide range of opportunities to enjoy and achieve.

EVIDENCE:

The service continues to demonstrate a commitment to valuing diversity that exceeds the national minimum standard. Case files and meetings with carers confirmed they encourage children and young people to develop their own interests and hobbies. Carers met were clear on their role in promoting the racial, cultural and religious needs of the children and young people placed, along with any specific needs arising from disabilities. Staff also ensure that assessments include an element of vetting prospective carers on their ability to support young people during adolescence and their emerging sexuality. Each carer receives a festivals allowance for children and young people to celebrate their main festival. The service holds an annual winter party to bring carers and children together to celebrate the multiple faiths represented in the Birmingham branch.

All children and young people met through the welfare tracking process had education placements in either mainstream or specialist schools. Carers met had a good understanding of their role in supporting children's education. Carers were also observed supporting children to participate in extra curricular activities and hobbies such as music groups, Q'ran classes, football and attending the gym. The service also arranges additional activities and events for children and young people to participate in, as highlighted later in the report.

Sampled files revealed notable improvements in obtaining relevant education information from placing social workers and Personal Education Plans. Those not received had been chased by the supervising social workers.

The agency did not have any carers approved for short-term breaks at the time of this inspection.

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

Children and young people are fully supported to maintain contact with their family and friends and are well consulted about the services they receive.

EVIDENCE:

Contact is covered as part of the pre-approval training for foster carers. Carers met and those who responded to the survey were aware of their responsibilities in promoting contact. Carers ensure that children maintain regular contact with their families and friends through telephone calls and visits, where these are part of the child's care plan. Some carers met also facilitate indirect contact with children's birth families, when this is determined appropriate by the placing social worker. The service provides a children's room at their premises which can be used to facilitate supervised contact. This is comfortably furnished and well supplied with toys and other resources to help make contact a pleasant occasion. This room is also used for other children's activity groups.

TACT is particularly good at consulting children and young people. The wider organisation arranges national participation events for fostered children and young people. In addition, they carry out annual surveys of children and young people in placement. A copy of the latest survey was due to go out shortly after this inspection. There is a regional children's champion at each branch. Birmingham branch has a sessional worker who arranges a range of events and activity days for children and young people. At these events there are opportunities for the children to give their views on the activities undertaken, any problems they may be experiencing and feedback about the service in general. There is also a children's group for the birth children of carers to offer advice and support to them about their role within the foster

family. The inspector was able to observe one of these groups, which was well structured and provided a useful forum for children to share their experiences of being in a foster family and the similar issues they face, within a supervised environment. The inspector also met with a several fostered children, not directly case tracked, who were able to give their views on the fostering service and confirmed that the service is good at arranging activities and events. These and a number of children who responded to the survey highlighted a drumming activity group they had participated in, which had led to a performance at an event in London.

Two interpreters were used during the course of the inspection to allow children to make their wishes and feelings known regarding their care and treatment.

The service receives very few children's complaints. However, one complaint came to light during the inspection and was observed being dealt with very well, with the young person receiving prompt feedback and a satisfactory conclusion being reached.

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):

14 & 29

The service has clear systems for promoting and safeguarding the economic wellbeing of the children and young people placed.

EVIDENCE:

Of the young people met during this inspection, none were preparing for moving on to independent living. Carers met were clear on their role supporting young people to develop skills for adulthood and promoting their independence. Children and young people are encouraged to help with household chores and learn cookery skills in an age appropriate manner. There is guidance in the foster carer's handbook covering preparing for adulthood and supervising social workers liaise with local authority aftercare services as appropriate.

The service ensures carers receive an allowance and agreed expenses to cover the full cost of caring for each child placed. There is guidance for carers on the breakdown of the maintenance allowance for children. Carers are encouraged to make savings on behalf of children in placement. Carers met and those who responded to the survey highlighted variance in the advice given in supervision regarding children's savings and other issues, as detailed later in the report. The manager had already planned a training day to clarify this and other issues relating to allowances and expenses to ensure there is consistency across the service.

Carers met confirmed that allowances are always paid promptly and on time.

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):

The management of the service is well organised, with clear quality assurance systems in place to ensure practice is monitored and reviewed.

EVIDENCE:

The statement of purpose has been revised since the previous inspection this remains a largely corporate document although does contains a local

organisational structure and brief reference to all facilities offered by the Birmingham branch.

The manager demonstrates effective leadership to the staff and ensures that practice is regularly monitored and reviewed. The service has in place robust and effective systems for reviewing the quality of care. The manager undertakes Schedule 7 monitoring on a monthly basis and information is fed back to the Regional Manager through supervision. In addition, 3 monthly reports are provided to the Responsible Individual.

The manager of the service has relevant skills and experience and is due to complete the Diploma in Management studies in September this year. The manager has a clear job description setting out duties and responsibilities. The service does not have a deputy manager. The Regional Manager provides cover during the manager's absence. There is also out-of-hours management cover for staff and carers if needed. This arrangement continues to work satisfactorily for both staff and carers.

The service continues to expand and has increased the number of approved carers since the previous inspection. An additional supervising social worker was also recruited but unfortunately the post became vacant again. The service is currently in the process of recruiting. In the meantime, the manager has ensured there are contingencies to cover carer supervision for all carers with children in placement and the assessment of new carers.

The service is a fair and competent employer with sound recruitment practices. Records confirmed that staff receive regular formal supervision. Staff met also reported that there is good day-to-day informal supervision and support. There is out-of-hours support for carers. The service has a whistle blowing policy which staff and the majority of carers met were aware of. The service should take steps to ensure that all carers are from time to time routinely reminded of the whistle blowing policy.

Overall the management and support of carers is good. There are clear strategies for working with and supporting carers including formal supervision, support groups, training and development opportunities. The majority of carers met and those who responded to the survey indicated that they felt very well supported by the service. The out-of-hours support was highlighted for particular praise. Some carers stated they had received excellent telephone support during particularly challenging periods and staff were quick to respond if an urgent home visit was necessary.

Overall supervision is taking place within the timescales determined by TACT procedures. However, records confirmed there were some shortfalls in the frequency of supervision for carers without children in placement, in accordance with TACT procedures. The manager advised that timescales for supervision of carers without placements are due to be revised in the near

future. Records confirmed that supervising social workers carry out at least one unannounced visit to all carers each year.

This inspection revealed some inconsistencies in the content and advice provided to carers in their supervision. These included guidance about completing recordings, health appointments, the breakdown of fees and savings for children. Part of this was attributable to the sudden departure of one social worker from the service, due to unrelated family issues. However, it was clear from a range of carer feedback this was having some impact on the consistency of service delivery, although did not impact directly on the safety of the children placed. Specific details of the issues raised were given to the manager during verbal feedback at the conclusion of the fieldwork activity.

The service facilitates carers' support group meetings on a regular basis. The inspector was able to meet with the carer's support group prior to the inspection and observed the meeting was well structured and minuted. Carers met raised some concerns that they had not received an annual training plan, over a month into the new financial year. However, the manager advised the inspector that training plans are prepared on a more frequent basis than annually, usually 6 monthly and the next training plan was released during the course of this inspection. Sampled files confirmed that carer's annual reviews are being carried out, with all first annual reviews taken to panel. Detailed reports are prepared to support these and those seen were of a very high standard.

Overall children's records are maintained to a high standard. There have been notable improvements since the previous inspection in liaising with placing authorities to obtain LAC paperwork and other relevant documentation and information relating to children. The service has also introduced a new system of recording for carers since the previous inspection. This is well structured, clear and easy to follow and is a useful tool in supporting carers to maintain comprehensive records on the children they care for. Some carers met were in need of additional guidance on the completion of records, as highlighted above.

At present, it is the policy of TACT to routinely retain copies of carers' daily logs on children, to refer back to in the event of retrospective enquiries being made. This type of data may legally be the property of the child and if so permission would need to be sought in each case before copies could be retained. This is not currently happening although, at the time of writing this report, TACT were in the process of obtaining specialist legal advice in this respect. As this is an organisational issue, TACT will liaise with their designated Provider Relationship Manager at the Commission following the outcome of these enquiries.

The service has good recording systems with separate files for staff, carers, children, complaints and allegations. The records for monitoring the service

are clear and easy to follow. Since the previous inspection, there has been a notable reduction in the amount of sensitive information relating to children in placement being recorded on carers' files, although some examples were still found. The service should consider revising recording guidance to provide a clearer distinction to staff between the information to be held on children's files and carers' files.

The service has settled in well into the new premises. There is sufficient space for social work and administrative staff, with separate washroom facilities for men and women. There is a room used for children's activities and/or contact which is pleasant. The service has arranged for a commercial hearing loop to be fitted in the panel/training room. Although there is no wheelchair access to the first floor offices arrangements can be made for wheelchair users.

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	4

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

ENJOYING AND ACHIEVING	
<i>Standard No</i>	<i>Score</i>
7	4
13	3
31	X

MAKING A POSITIVE CONTRIBUTION	
<i>Standard No</i>	<i>Score</i>
10	3
11	4

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

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

No

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(3)(a)&(b)(ii)	The Panel Chair must ensure all panel meetings are fully quorate.	30/06/06
2.	FS22	17	The manager must take steps to ensure that carer supervision is delivered consistently at all times.	31/07/06

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.	FS9	Risk assessments undertaken to support safe care policies should detail how the level of risk was determined.
2.	FS9	Carers should be provided with a copy of the safe care policy and any accompanying risk assessment undertaken.
3.	FS9	Child protection procedures and guidance would benefit from further review to make a clear distinction between policy, procedure and practice guidance.
4.	FS18	The Service should take steps to ensure that all carers are from time to time routinely reminded of the whistle blowing policy.
5.	FS22	Any revision to the timescales for supervision of carers without children in placement should be included in the

		Foster Carer Agreement.
6.	FS25	The Service should consider revising recording guidance to provide a clearer distinction between information to be held on children's files and carers' files.

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