



*Making Social Care
Better for People*

inspection report

FOSTERING SERVICE

Park Foster Care Ltd

**Regent House
Beam Heath Way
Nantwich
Cheshire
CW5 6PQ**

Lead Inspector
Jeff Banham

Announced Inspection
12th September 2005 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 Park Foster Care Ltd

Address Regent House
Beam Heath Way
Nantwich
Cheshire
CW5 6PQ

Telephone number 01270 626562

Fax number 01270 625937

Email address

Provider Web address

Name of registered provider(s)/company (if applicable) Park Foster Care Ltd

Name of registered manager (if applicable) Mrs Bridget Miltiadous

Type of registration Fostering Agencies

No. of places registered (if applicable) 0

Category(ies) of registration, with number of places

SERVICE INFORMATION

Conditions of registration:

1. The registered provider must, at all times, employ a suitably qualified and experienced manager who is registered with the Commission for Social Care Inspection
2. The matters detailed in the attached schedule of requirements must be completed within the stated timescales

Date of last inspection 13th December 2004

Brief Description of the Service:

This information refers to the agency at the time of the inspection.

Park Foster Care is an independent fostering agency falling within regulation 4(4)(a) of the Care Standards Act 2000. It is constituted as a private limited company with a board of directors.

The agency provides placements with approved foster carers for children looked after by local authorities. Foster carers are recruited, assessed and approved in order to enable the agency to provide placements to meet a range of needs for short, medium and long-term placements. Park also provides emergency, bridging and respite placements.

At the time of the inspection Park had twenty approved foster carers and had twenty-three children in placements.

The agency's office is situated in Nantwich, South Cheshire, from where services are delivered and managed.

Park is an approved provider of fostering services with the West Midlands Child Care Consortium and the North West Authorities Consortium, and is also a member of the Fostering Network.

SUMMARY

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

Methodology

The inspection involved attendance at a meeting of the Foster Care Panel, inspecting the office premises and examining policy documents and other material. The registered manager and service manager were interviewed, along with one social worker, one administrative worker and the finance director.

Staff files and foster carers' files were seen, together with a sample of care plans for children placed with selected foster carers.

Six foster carers were visited in their own homes and five children spoken with. The inspector also attended a foster carer support group together with one supervising social worker and eight carers.

Survey questionnaires were received from eight foster carers, six children and young people, and eleven placing social workers from four local authorities.

What the service does well:

Each of the eleven social workers who returned inspection questionnaires felt that the placements were successful in meeting the child's needs. Comments such as *"Excellent rapport between carers and young people in their care. Motivation to help and be pro-active in meeting child's needs and leisure interests"* were typical of those made. There were no adverse comments made directly or in writing to the inspector before or during the inspection.

Foster carers felt well trained and supported by the agency, and said that all staff, both social workers and support staff, were approachable, available and helpful.

Children and young people said they had been treated very well by the agency, knew what the plans for them were, and spoke positively about all aspects of the care they received.

The manager was committed to ensuring high quality services were provided to all foster carers in order for them to meet children's needs. She acted positively and assertively with local authorities to obtain the best support from local authority staff for the children placed.

The Fostering Panel was well managed and provided scrutiny of the agency's practice.

The finances of the organisation were sound and subject to regular monitoring and control.

What has improved since the last inspection?

Park Foster Care continued to provide services that supported foster carers and met children's needs. The manager had ensured that children's case records contained all the information needed. More supervising social worker hours were available, and the numbers of support workers had grown to provide better practical support for carers.

The fostering panel had reviewed its operation and was functioning effectively. More administrative staff had been employed, and the agency had begun to use an improved computer database to store and manage information.

What they could do better:

The key issue for the agency was the need to continually review its management arrangements and the systems for monitoring its activities in order to maintain the current high levels of service as the agency grows. The responsible individual and the registered manager had a "hands on" approach. This was appreciated by carers and staff, and resulted in a formal and enjoyable working atmosphere.

The managers were involved in most aspects of the operations of the agency. Although the manager had stopped working as a supervising social worker, both she and the responsible individual, the service manager, would and could be involved in most aspects of managing and providing the service. This enabled support to carers to be of a high standard, but will inevitably be compromised as the agency takes on more staff and carers.

The manager needs to ensure that more formal systems continue to be developed to provide effective monitoring of practice, and to be able to develop a strategic as well as a reactive approach to managing the service.

No requirements were made as a result of the inspection. A number of good practice recommendations were discussed with the manager and have been included in the report.

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 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

met. Park ensured that children's health was a high priority, and that carers did all they could to identify and meet health needs.

EVIDENCE:

The agency's statement of purpose set out the intention to "*..enhance the well-being and welfare of children...*". It also said "*...the agency expects all of its carers to understand the dimensions of a child's developmental needs and to provide optimum care along the various dimensions of parenting capacity.*"

Foster carers said that they understood the importance of identifying and meeting a child's health needs. They also said that Park Foster Care emphasised, through its training and the support of social workers, the need to promote and meet the health needs of young people placed with them.

Each child placed had a personal file containing information provided by the placing authority and supplemented by records of activity undertaken whilst the child was in placement. This information consisted of the "*Looking After Children*" documentation and other assessment records describing a child's health needs and the actions required of social workers and foster carers to meet these needs.

Children were registered with general practitioners and specialist health care professionals such as CAMHS, paediatric consultants and continence advisers. Records described the contacts made and the treatments provided.

Children were subject to statutory reviews under the "LAC" procedures and these discussed health issues and recorded health needs and the treatments provided. LAC medical reviews also took place every year, and children received support from a specialist nurse responsible for providing advice and co-ordinating support to children looked after.

Young people said they were encouraged to stay healthy by having immunisations, by being encouraged to eat healthily and by being provided with information on smoking and drugs.

The manager said that she wanted to develop closer links with local specialist health services, such as CAMHS, to ensure that children placed from outside the local authority received the support they needed whilst living away from home.

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

met. The recruitment of staff and carers enabled the agency to provide safe and effective support that enabled children to be well cared for by approved and matched carers.

EVIDENCE:

Park had a written procedure for the recruitment and selection of staff.

Applicants for all positions were recruited according to specific written criteria and job and person specifications. Staff files indicated that references, telephone checks and CRB checks were taken up.

Before the inspection the manager had written to CSCI to bring to the attention of the inspector the fact that one support worker had been employed before confirmation of an existing CRB had been received. Satisfactory confirmation was received on 31st May, by which time the worker, who was an education welfare officer with a local authority, had been used three times. The manager said that additional checks were now put in place to ensure that could not happen again.

The recruitment and approval procedure for foster carers assessed the suitability and safety of the home. Written health and safety assessments were undertaken before approval and each year as part of the annual review. Foster carers received training in health and safety as part of the initial induction process. All the homes visited during the inspection were clean, well maintained and safe.

Written records documented the matching of children with foster carers. Placing authorities had the responsibility of agreeing to matches proposed by the agency, and children were placed in accordance with the conditions of approval of each foster carer. Children spoken with said that they had had the opportunity to visit the foster carers before placement, and felt that they were part of the decision-making about their placement.

The manager said she recognised that the agency could have more foster carers from ethnic backgrounds to offer more diversity in placement options. At the time of the inspection all but four of the carers were white/British. This however reflected the ethnic composition of the area, and the preponderance of white British families.

Systems were in place to ensure children were safe and protected from abuse and neglect. These including training in a number of relevant areas including child protection policies and practices, helping to protect children from abuse and anti-bullying practices.

Since the last inspection the manager had increased efforts to ensure foster carers were provided with the information from placing authorities needed to ensure that they were as well informed as possible about children placed with them. She identified one issue with a local authority who had apparently made a policy to restrict information, such as specialist reports, that could be made available to carers. The manager felt this was an unnecessary restriction and potentially disadvantaged carers and children

The inspector attended a meeting of the fostering panel. It was well organised and managed, and considered approvals, annual reviews and a deregistration of existing carers. The chair of the panel had produced its annual report. This said that *"Overall, the panel appears to have functioned quite effectively in its first year, and also enjoyed further training and ongoing support from the agency."*

Panel members said they felt the meetings were objective and professional, and members were able to contribute with confidence. The key issues for the panel were the need to approve a vice-chair person. This would be important to enable the panel to operate if more meetings were required as the agency grew.

See recommendation 1

The use of summary sheets to accompany reports was also identified as a potential improvement to the accessibility of information. As an immediate response to the issue being identified and discussed the manager produced a draft summary sheet for future use.

The other significant issue identified was the need to ensure all information was provided to enable the panel to consider and minute its discussions and conclusions. One case, for a four day respite placement once a year, was presented in a way that assumed a level of knowledge amongst the panel members that did not necessarily exist. The Chairman pointed this out and further discussion took place.

The manager agreed that in future reports would present all the information needed for the panel to make an informed decision, and for the minutes of its discussion to reflect the basis for decisions.

See recommendation 2

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

met. Park set out to provide a range of placements to meet children's needs. A high priority was given to promoting educational achievement of all looked after children

EVIDENCE:

Park Foster Care had an Equal Opportunities policy, and issues relevant to the promotion and recognition and diversity were promoted through the initial and subsequent training programmes and guidance notes in the foster carer's handbook.

The manager said that it was intended that all staff would receive training in anti-oppressive practice.

Assessment documentation and care plans identified issues of self-esteem, of particular needs associated with gender or religion, and ensured that activities took place to meet identified needs.

Children and young people in placement said they felt valued and were confident that they would be supported in expressing their needs. Placing officers surveys all commented on the degree of support children received and the extent to which the placements set out to meet their needs.

One young person said the agency and her foster care had made considerable efforts to ensure she was able to have a place in the local comprehensive school, having recently moved in to the area, and that she would be starting at school the following week. Another young person showed the inspector the certificates she had received from her school celebrating her educational achievements during the previous term.

Educational needs were recorded in assessment and care plans. Specialist provision was available and children with particular needs were placed appropriately. Statements of specialist educational needs were available on files, and were reviewed when required, and foster carers confirmed that they were encouraged to make direct contact with school for parent's evenings and where specific issues had arisen.

Foster carers could have up to two weeks short breaks or respite placements when this was identified as being necessary to ensure the continuation of the placement. Respite care was provided by other carers approved by Park, and paid for by the agency. Foster carers commented on how supportive this arrangement could be.

Contact arrangements identified key parental and other family contacts, and foster carers ensured that contacts were maintained as required.

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

met. Children were encouraged and supported to remain in contact with significant people where appropriate and to contribute to the planning and provision of their care.

EVIDENCE:

Park Foster Care produced a Foster Carer's handbook. It contained a number of key policies and procedures in relation to a variety of significant areas of caring for children. Included in the handbook was a section on "Contact". This set out the agency's commitment to supporting and promoting contact between children and their parents and other significant people.

Particular contact arrangements were identified in care and placement plans. Foster carers and young people confirmed that appropriate contacts took place as required, and that foster carers assisted contact arrangements whenever it was required.

Contact arrangements were subject to the review of arrangements process, and records of these meetings were kept on files.

The manager had asked placing authorities to provide evidence of restriction of contact where these were in place.

Every child and young person was given a copy of the "Young Persons Guide". This set out their rights in the process of care planning and reviews, information on the complaints process, the availability of independent visitors and of access to advocacy. The Guide contained a Freephone number assisting young people to contact an advocate.

Children and young people were given a questionnaire to complete every six months. They were also asked to complete an end-of-placement questionnaire.

The manager said that one young woman had commented that she felt that she was not being listened to when plans for her care were being made. The agency provided an advocate via The Voice of Children in Care (VCC) and she was supported at her next review.

Another young person was assisted by VCC to write a report for a review.

One end-of-placement questionnaire was seen on a young person's file. It was very negative about the placement, but there was no response on file to the issues raised by the child. This was discussed with the manager. She said that changes would be made to the way in which responses were recorded as they were always discussed as part of the review process.

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

met. Foster carers were supported to prepare children for moving on. The agency paid carers promptly and in accordance with agreed rates.

EVIDENCE:

The Foster Carer's handbook contained information on "Preparation for independent living." Care plans would describe the support young people required in order to progress towards developing skills and moving into independence.

The manager said that the agency intended to compile a resource pack for young people in placement to ensure young people's pathway plans were supported.

The foster care allowances and expenses were set out in the carer's handbook and were in line with the national minimum guidelines of the Fostering Network. All foster carers spoken with said that in general payments were made correctly and on time. One carer said that the manager provided cash quickly right at the start of a placement in order to allow equipment and clothing to be bought for a baby.

Another carer said, *"I never check the payments as I know they will be right every time."*

The manager said that there had been a time recently when there had been problems with payments. These had now been corrected, and Park had employed an administrative worker to concentrate on invoicing and payments.

At the carers' support group concern was expressed at the fact that respite carers would receive a proportion of the clothing allowance for the time the child was with them.

It was felt that the clothing allowance should be given in total to the main carer. The social worker running the group said she would take the issue back to the manager for consideration.

Another issue was the fact that a reduction of allowance was made for long-term placements. The manager said this was standard practice by local authorities, and the issue had been explained to carers before, but would be discussed with them again to make sure they were clear about what was happening.

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

met. The service was well managed.

At the time of the inspection the ways in which the managers supported the organisation were largely the same as when Park had started. Since then it has grown, and further growth was anticipated. The management structures will need to be able to anticipate and plan for change and developments as well as being able to react to problems or issues as they arise.

EVIDENCE:

Park Foster Care had produced a detailed Statement of Purpose at the time of its registration in 2004. It had been revised in August of this year and provided information about the agency, its objectives, structures and staff. Copies of the statement were given to foster carers and available in their homes, together with other information for them and children and young people.

The agency was managed by the registered manager and the service manager. Their responsibilities overlapped to some extent, although the registered manager had stopped direct supervision and support of foster carers since additional supervising social workers had been employed. The registered manager was completing NVQ level 4 in management.

The manager was responsible for supervising the practice of social workers and support workers, and a number of systems had been devised to ensure things were being done. One was a form entitled "Referral and placement checklist" and was found in foster carers files. Although it enabled a record to be made of the progress of an assessment, from referral to approval, a number of forms were not completed although the work had been done.

Foster carers were visited by supervising social workers and the visits recorded in the running records. It was not easy to identify which visits were supervisory visits, and which was the unannounced visit required at least every year. One possibility for improvement would be introduction of the system whereby the manager undertook the unannounced visits to carers. This would ensure the visits were made and recorded, would enable the manager to stay in touch with every carer and child placed, and would fulfil a monitoring function for the practice of supervising social workers.

These issues were raised during the inspection. The manager said that a system for the responsible individual to audit all records would be devised and implemented within six months. More effective systems for monitoring these areas of practice, and to ensure more robust completion of existing processes, such as the referral and placement checklist, were introduced as a result of issues being identified.

Park Foster Care had increased its staff since the last inspection. By the end of the year it was intended that three full-time equivalent supervising social workers will be in post. The agency also employed sessional social workers to undertake assessments of foster carers, and support workers to provide assistance to foster carers and children.

The manager believed that a caseload of ten carers to one social worker would offer the right level of support. Social workers were regularly supervised and records kept, and the two who were spoken with said they were happy working for Park and believed the agency provided a good service based on high professional standards.

One recently-employed social worker said she was supported by the manager in continuing with her practice teacher award, and would soon be going on a two-day training programme on competency-based assessments.

Administrative staff were regularly supervised, and regular minuted staff meetings had taken place and were scheduled for the rest of the year.

The manager said that she believed more joint training between staff, carers and support workers would be beneficial, and she said she recognised that as systems were introduced and changed there should be more specific training for administrative staff.

Support and training for foster carers was provided to a high standard. Every foster carer commented, directly or in writing, that *"We have 24-hour support and help when it's needed"* and *"We are very satisfied with the support we get. We have had additional help with our foster child and her problematic behaviour."* Another recently approved carer said, *"All staff, office staff and the directors, have a friendly approachable style and are clear in their communication about support, meetings and finance etc."*

Foster carers received regular visits from supervising social workers. Visits were recorded on carers' files. Carers said that staff would respond whenever there was a problem, with advice over the phone or by visits. One carer said the service manager came out immediately on a Saturday and spent all day helping her with a child with challenging behaviour until he settled down.

Carers attended support groups that were facilitated by a social worker.

Support workers were employed to assist carers as part of agreed programmes, and other carers within the agency would offer two weeks respite care where a need was identified. The two managers and two of the social workers provided 24-hour on-call support.

The manager said that he made herself available to carers *"at all times"* Given the potential demand on her time, particularly if the agency recruits more carers, it may be advantageous to consider the introduction of foster carers themselves providing additional on-call support on a rota basis.

See recommendation 3

The foster carer training programme consisted of an initial six-week induction programme as part of the approval process. Thereafter training in more specialist areas, such as "contact", "emergency first aid" and "caring for children" took place every month. The manager kept records of the training that had been provided and which foster carers had attended.

The manager said that six out of the twenty households approved at the time of the inspection had a carer about to undertake an NVQ course in September 2005.

The manager said she recognised there was an on-going issue of getting some carers to attend training in accordance with the requirements of good practice and their foster carer agreement. Particular problems would be dealt with through the annual review.

Issues to do with training were followed up through recorded supervisory visits and, if appropriate, the annual review presented to the fostering panel.

There was no specific training on the "Looking After Children" record system used by all placing authorities. As this was one of the main ways in which carers received, and contributed to, information and knowledge about children in their care specific training could be provided to improve their familiarity with the format and intended outcome of the documents.

See recommendation 4

Foster carers were given information on children placed with them. This information was provided by the placing authority and stored securely in lockable boxes in carers' homes. The manager had made considerable efforts to obtain all the written information from placing authorities, although it was recognised that sometimes children were placed without all the necessary documents.

Most carers kept well-organised records. Two admitted they had care records that were "*not very well kept*", and it was not easy to determine if they had everything that was needed. One carer said she was "too busy" to keep daily records on the three children placed with her.

See recommendation 5

Records were kept in the office and were efficiently maintained by the administrative staff. Records were securely stored and information on computer was password-protected. The agency had recently introduced the "Fostertrack" system, a computer database, to improve the quality and quantity of information available.

The manager recognised that the office premises may eventually become too small and cramped given that the agency had grown, and may continue to grow, in both staff numbers and the amount of information that needed to be kept. Currently however the premises were adequate. The manager said that alternative premises would need to be considered eventually.

The inspector met with the finance director and examined financial records. The finance director was a qualified accountant and a member of the board. He produced an annual budget projection, and an actual performance report every two months. These records demonstrated that the agency was subject to regular and effective monitoring, was continuing to grow in turnover and was financially viable.

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	3

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

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

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

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	2
5	3
16	3
17	3
18	3
19	3
20	3
21	4
22	4
23	3
24	3
25	3
26	3
27	3
28	3
32	N/A

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

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	FS30	The manager should ensure that the Foster Panel has an identified vice-chairperson
2	FS30	The manager should ensure that the Foster Panel receives all the information needed to make decisions on foster carer assessments.
3	FS21	The manager should consider organising an on-call rota using foster carers.
4	FS19	The manager should ensure foster carers receive training in the "Looking after Children" system.
5	FS24	The manager should ensure that foster carers keep well organised and contemporary records on the children they look after.

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