



*Making Social Care  
Better for People*

# inspection report

## FOSTERING SERVICE

### **Bracknell Forest Borough Council Fostering Services**

**Education, Children's Services and Libraries  
Department  
Time Square  
Market Street  
Bracknell  
RG12 1JD**

*Lead Inspector*  
Maire Atherton

*Announced Inspection*  
15<sup>th</sup> & 22<sup>nd</sup> November; 1<sup>st</sup>, 2<sup>nd</sup>, 5<sup>th</sup>, 7<sup>th</sup>-9<sup>th</sup> 10:00

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

<b>Name of service</b>	Bracknell Forest Borough Council Fostering Services
<b>Address</b>	Education, Children's Services & Libraries Department Time Square Market Street Bracknell RG12 1JD
<b>Telephone number</b>	01344 351582
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<b>Provider Web address</b>	
<b>Name of registered provider(s)/company (if applicable)</b>	Bracknell Forest Borough Council
<b>Name of registered manager (if applicable)</b>	
<b>Type of registration</b>	Local Auth Fostering Service
<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**      13th December 2004

## Brief Description of the Service:

'The Fostering Service within Bracknell Forest Borough Council is provided by the Family Placement Team. The team is part of Children's Social Care Branch and sits within the Education, Children's Services and Libraries.'

'The Fostering Service is an integral part of the Borough's Children's Social Care Service sharing the same senior management structure.'

'The team operates generically, delivering not only the Fostering Service but also adoption, community child-minding and placement finding services.'

Services provided in respect of foster care include:

'A general fostering scheme, providing planned and emergency foster care for individual children and sibling groups aged 0-18 years, in short term, long term and relief care placements.

A specialist family based day/overnight respite care scheme to support children and young people with disabilities and their families.'

(Excerpts from the latest Statement of Purpose held by the Commission, dated August 2005)

# SUMMARY

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

This was a joint inspection of fostering and adoption work of the Bracknell Forest Borough Council Family Placement Team. The inspector of the fostering service and an adoption service inspector shared the interview of the team members, the manager, the service manager and two administrative workers. There is a separate report of the adoption service inspection.

The fostering service inspector went to a foster carers support group and met with four foster carers and the children placed with them in their homes. Questionnaires were sent to all the children fostered who were over 7 years old, their foster carers and the placing social workers. Questionnaires were received from 7 children (18%); 11 foster carers (31%) and 13 placing officers (72%).

The inspector also met with the worker appointed to develop the short break fostering service.

The inspector attended the fostering panel and read a number of records.

The family placement team has experienced a number of significant changes in the past year:

- A new team manager and assistant team manager started in post in April 2005, following the resignation of the previous post holders in January 2005.
- Children's services were moved out of Social Services and Housing Department into a newly created Department of Education, Children's Services and Libraries in April 2004, in line with Government policy.
- The administrative arrangements for the family placement team changed.
- A new electronic database and recording system has been introduced.
- There were staff vacancies in the team.

As a result of some of these changes a number of things that the fostering service was doing well last year have suffered.

## What the service does well:

There is a lot of training available for both for foster carers and staff of the fostering service.

The children and young people the inspector met were comfortable and relaxed with their foster carers.

There is good communication between the social workers of the fostering service and the children's social workers.

The staff work well together, respect each other and are committed to children's needs.

Staff said that the borough was a good employer with flexible working practices and a good training programme.

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

A recruitment and publicity officer and a short break/ respite worker have joined the team. These posts had been vacant for a long time.

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

The annual reviews of foster carers need to happen on time and the children living with foster carers should be asked their opinions.

Foster carers need to be given the full health care records of the children they are looking after.

There needs to be enough suitably qualified and experienced staff to do the wide range of tasks that is expected of them on time. The staff records need to show that they are suitable to work with children.

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**

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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**

A robust and consistent approach to health care records is needed to support the clear commitment to the promotion of the health and development of the children placed.

## **EVIDENCE:**

Standard 12 was evaluated.

The children placed with Bracknell's foster carers are usually from within the borough. There was evidence that where possible children remain registered with the same medical practitioner, and so continue to access any specialist services they are receiving before being placed.

Children and young people spoken with and in questionnaires said that they got good information and support from foster carers to help them keep healthy. Examples were "right food and exercise", "lots of fruit and veg", "sugar free drinks" and a "healthy diet". One young person said that he was about to have braces fitted to his teeth.

There was evidence that most foster carers received accurate information on the health needs of children. Foster carers spoken with confirmed that they had a copy of the medical consent form appropriately signed. Not all foster carers had a written health record for each child placed in their care. The manager showed the inspector a booklet called "Information on me!!" which had been given to foster carers to record:

- Dentist visits
- Doctors/Hospital visits
- Education/School Activities
- Food likes and Dislikes
- Height, Weight & Shoe Size

- Hobbies/Interests.

Foster carers at the support group made reference to this document; this was not seen to be in use in the homes visited, as foster carers continued to use their diaries to record health appointments. Foster carers would provide this information for the "Looked After Children's" review. The manager in the self-assessment form reported, "There is a "Looked After Children's" Nurse who monitors health assessments and makes sure they take place".

A new system has been introduced whereby "Looked After Children" have a fast track access to Children and Adolescent Mental Health Services, the records showed that referrals had been made appropriately and children were using the service.

Foster carers reported that they had received training in first aid in the past twelve months. Drug awareness training had also been provided. The view expressed by carers was that the subject required considerably more time than had been allowed for on the training day.

# 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**

The considerable changes to the fostering service over the past year have contributed to deficits that could potentially compromise the ability of the service to keep children and young people safe.

## **EVIDENCE:**

The standards inspected were 3, 6, 8, 9, 15 and 30.

The Commission does not register local Authority fostering services. The current manager of the fostering service was an internal appointment. It is Borough policy to take up written references on internal applicants, this policy had not been followed in two personnel files seen by the inspector. Therefore not all information required by the Fostering Services Regulations 2002 was available in respect of the manager and other staff appointed internally. Two locums have been appointed to cover vacant posts; the full information required by Schedule 1 was not available on their personal files. Written records of interviews were available on the personnel files seen.

Four foster homes were visited during the course of the inspection. The inspector was made very welcome in each home and the children and young people were seen to be relaxed and comfortable in their homes. The standard of furnishing and decoration varied greatly. It was a recommendation of the previous report that a more robust approach to the accommodation aspect be adopted in the annual review process. The inspector could not evidence this in

the course of the inspection. In one home the young person said that new bedroom furniture was to be bought. In another there were potential risks due to the position of the bed. On the sample of files inspected no health and safety checklists or risk assessments were found as part of the annual review process. One placing social worker highlighted in the questionnaire some concerns with regard to cleanliness and hygiene issues that had been raised with the link worker. There had been some improvement at the time but this had not been maintained.

There was evidence that the fostering service provides clear information and practical support to foster carers to ensure that children are transported safely.

Many of the placements are made on an emergency basis, where placements may be made outside the terms of approval of the carer(s). There was one instance where such a placement had been made approximately a year ago. The agency decision maker had authorised this and a signed exemption was on file. The carer had not been taken back to panel for approval neither had an annual review taken place. The requirement made in the last report about ensuring that placements are made within the carers' terms of approval is repeated. Some young people told the inspector that they had had the opportunity to visit their carers before moving in and that they had found this helpful.

There was evidence from questionnaires that the placing social workers considered that many children and young people had been well matched with carers: "The carers are committed to the young people", "They provide a warm, child centred environment" "The child is made to feel part of the family" "There is an incredible bond between young people and the carers". There were three instances in the questionnaires of placing social workers expressing concerns about the carer's limitations in meeting the needs of children/young people for whom they were currently approved: "The carers appeared to have little understanding of how the young person's background impacted on her behaviour" "I do not think that the carer enjoys or works well with this age group" "A school age child has very limited opportunity for one to one with the carer". Another placing social worker said that a meeting held in 2004 outlined the concerns of a number of social workers in respect of a foster placement to the family placement team. There were no minutes available of this and the view expressed was that the concerns had been ignored and no follow up had taken place.

The foster placement agreements seen did not contain specific reference to the elements of matching that were taken into consideration, in one of the cases tracked there was no foster placement agreement on file. The questionnaires completed by placing social workers indicated that only some were familiar with foster placement agreements. In one carers' review a year ago the panel minutes noted that the carers needed "...to attend training on working with families and children with different ethnic backgrounds". There was no

evidence that this training had happened. The inspector was told that it had been scheduled but was then cancelled and had not been rearranged. The inspector was informed of clear strategies that were in place to address the identified gaps.

The foster carers seen confirmed that they had received child protection training, although there was not a clear record on the carers' file seen. Some carers reported that the March 2005 child protection training was not of as good a standard as they had previously received. There were safe caring guidelines in place on the sample of files seen, which had been signed by all family members.

There is clear guidance available for carers on the sanctions that they can and can't use. Foster carers confirmed their knowledge of these in meetings and in the questionnaires.

There have been no child protection notifications in the past twelve months. One carer highlighted some concerns that what she considered to a specific child protection issue had not been managed appropriately at the time. This was being addressed at the time of this inspection. The fostering service reported their view that there was no evidence that the issue had not been appropriately managed.

Bracknell Forest family placement service shares its panel with two other fostering service providers. The inspector attended a partners' meeting. There was evidence that discussions took place between the partners about the functions of the panel. This covered their core business and areas of good practice that the two local authority partners wished to develop.

There is a fostering panel handbook available. The panel minutes showed that there had been an occasion when the panel members were not in agreement. The handbook did not have a procedure that covered this area.

Personnel files for panel members were in the process of being developed in accordance with Schedule 1 of the regulations.

The panel minutes showed that there has been a practice whereby when some panel members could not attend they had sent a substitute in their place. This practice is not in accordance with the regulation and has meant that on one occasion in the past twelve months the panel has not achieved quoracy. As this is a joint panel there can be a maximum of eleven members, the pre inspection information supplied by the manager said that they had nine members. The Independent Fostering Agency who shares the panel needs to have a social worker representative as a panel member. The panel composition must be reviewed to ensure compliance with the regulations.

The panel meeting attended showed that the panel do have access to medical expertise as required.

The minutes also showed that the panel provide a quality assurance function in relation to the work presented to them. There was little evidence as to how this feedback was used to inform practice.

There was one instance where the agency decision maker had not accepted the recommendation of the foster panel, which was to defer the decision pending further information. Following discussion with the agency decision maker and reading of the panel meeting minutes it was clear that the recommendation of the panel in the minutes did not fully reflect the issues the panel wanted further information on. The agency decision maker sought the information outlined in the panel's recommendation and convened a professionals meeting to discuss this. On the basis of this the agency decision maker approved the placement without waiting for the case to go back to panel, where a full discussion of the issues raised in the minutes but not reflected in the panel's recommendations would have taken place.

# 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**

The foster carers are concerned to provide and support children and young people in experiencing a range of appropriate activities. Some, but not all, carers felt that this was well supported by the fostering service

## **EVIDENCE:**

The standards inspected were 7, 13 and 31.

The fostering service does support some cross-cultural placements. In one foster home visited there was clear evidence that diversity is valued. The previous inspection report stated that training for carers in valuing diversity would be beneficial. As noted earlier this training has not taken place and is a requirement of this report.

The children and young people gave lots of examples of activities that they do: "Dancing", "Youth theatre", "Youth club and karate club", "Football, swimming, hockey and singing" and "Stagecoach". One young person proudly wrote "In the special Olympics I won 2 golds, 2 silver 1 bronze and 1 rosette". There was some frustration expressed by carers about the "Edge" card, which the inspector understood serves as an identity card and also should enable free or subsidised access to some Borough leisure activities. Carers had had different experiences of trying to use this and understood that a new card was to be issued.

Generally there were positive reports from children and young people of education being positively promoted by carers. Two children said they were "helped with homework". Young people told the inspector that their carers had good links with their schools. There was one instance where a young person was disappointed because an adult had not been able to attend the consultation evening. The format of the foster placement agreement includes details of the foster carers' role in school contact but does not identify where financial responsibility lies for all school costs. There was no evidence of how foster carers are supported to provide structured occupation during school hours should a young person be excluded.

Bracknell Forest Borough Council endeavours to provide every child of an appropriate age in a foster home with access to a computer, linked up to the education network. One young person expressed frustration that his computer had gone for repair in August and had not been returned at the time of this inspection.

Since the last inspection there has been a recent appointment to the post of short break/respite worker. At the time of this inspection there were four carers providing placements under this scheme. There were clear plans in place to develop the service. The worker appointed was enthusiastic and outlined the proposed recruitment strategies being developed.



# **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**

The children and young people cared for are generally well supported in contact arrangements and consultation is promoted. The systems in place are not consistently applied to ensure this is true for all.

## **EVIDENCE:**

The standards inspected were 10 and 11.

Foster placement agreements were not available on all files looked at and so there was not always clarity about the contact arrangements and where the responsibility for these lay. There was considerable variation in the placing social worker's view of the management of contact arrangements, which were described as "excellent" to "disappointing". Where there were restrictions on contact this was known by the carers and the reasons why were understood by the young people themselves. One carer had clearly recorded the perceived impact of contact on the child and this had been used to inform the frequency of contact.

The children spoken to and in questionnaires generally felt that they were consulted on day-to-day matters. Examples given included "I stay up later than my brother now I'm 9", "reward chart" and "room decorated". One young person felt that her views were well listened to in the "Looked After Children's" review process.

There was not a clear process for the consultation with children and young people as part of the foster carers' review process. One young person said she had filled in a form; one review form seen had a section in the placing social workers' form for the child's view.

# **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**

Carers are paid the agreed allowance promptly.

## **EVIDENCE:**

Standard 29 was inspected.

There is a clear system for making payments to carers. Carers reported that this system worked well and that the correct payments were received promptly. Where a mistake had been made this had been acknowledged and agreement reached on how the mistake would be put right.

# 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**

There is a new management team in post, after a simultaneous period of vacancies in both the manager's and the deputy's position. There has been a period of taking stock and developing an understanding of the varied and numerous tasks undertaken by the team, whilst also managing vacant posts in the team. This has led to some shortfalls in the fostering service.

## **EVIDENCE:**

The standards inspected were 17, 19, 21, 22, 23 and 24.

In the past twelve months there have been significant staff shortages in the fostering team. For two months there was no manager or deputy manager in post. Other team managers in Children's services provided the supervision of the team. During the year another team member was on placement, a team member left and two were on long-term sick leave with knee injuries. Two locum workers were appointed in September and October 2005. One has been offered a permanent post subject to references.

The remit of the fostering service comprises a wide range of work, this includes:

- Recruitment, assessment and support of foster carers.
- Recruitment and assessment of adoptive parents.
- Family finding.
- Post adoption work.
- Section 51 counselling for adopted adults requiring access to their birth records
- Weekly participation in a duty rota and out of hours support.
- A placement finding service for all children and young people identified by social workers as needing a placement, this includes the identification of suitable residential placement.
- Running skills to foster courses and providing other training for carers.
- Short break and respite scheme.
- Private fostering
- Family assessments (as part of care proceedings).

Some of these tasks are allocated to specialists others are not. It was difficult for workers to retain the up to date knowledge and skills needed to do the breadth of work required by the agency

Ten of the eleven carers who responded to the questionnaires said that they did not think that there were enough staff working for the fostering service. Those carers spoken with also expressed this feeling. The delays in undertaking foster carers' annual reviews, suggest that team has been insufficiently resourced to complete core tasks to the timescale required. The manager informed the inspector that she is planning to introduce a workload management tool in conjunction with a monthly monitoring sheet to be used during supervision.

An appointment has been made to the post of Recruitment and Publicity officer. The post holder is developing a strategy for recruitment in consultation with the short break/respite worker.

There is a clear assessment process using a recognised format. A number of foster carers reported that there were delays in the process, some at the foster carers' request, others due to the workload of the workers involved. There was evidence in the panel meeting minutes that some assessments were completed to a good standard but others needed additional information. Foster carers were unanimous in their praise of the range of training provided by the fostering service. The training records were not seen on the sample of files inspected but foster carers showed certificates received from training courses attended.

Foster carers, both in questionnaires and in conversation gave very mixed responses in their views of the support provided by the fostering service. Just fewer than 30% said that there was a high level of support and the same percentage said the level of support was the worst thing about the fostering service. The remainder were in between. It was difficult to get a clear picture of why this discrepancy occurred as no common factors were identified. One issue that featured highly was frustration with the changes to administrative team. Foster carers reported that messages were not passed on, were passed on incorrectly or were not responded to by link workers. The inspectors experienced some of these difficulties first hand.

There are good communication links between the social workers of the fostering service and the placing social workers. This is achieved informally as they share an office.

The plans outlined in the last two reports to move to a new system for annual reviews that would incorporate a considerable degree of independence had not been realised at the time of this visit. The manager plans to move this forward.

As in the last inspection it was observed that an unqualified worker is providing some link work. The service is of a good quality but does not fully meet this standard in terms of social work qualification. The records seen did not show that unannounced visits were being undertaken and recorded in all cases. The panel minutes also noted that unannounced visits were not recorded on the annual review, as was the case last year.

The previous inspection report noted that a support group for children of foster carers had been established and how much it was appreciated. This support group had not been maintained and foster carers at their support group felt that this was a sad loss. The manager told the inspector that there were plans to restart the group for children who foster. This will be particularly welcomed by the children themselves and the foster carers.

At the time of this inspection the electronic completion and storage of children's records were well advanced. The inspector was provided with access to the system during the course of the inspection. There is a separate file,

both paper and electronic, for children placed by Bracknell Forest. It was noted that some children's case records were held on foster carers files, these need to be removed. There was not a separate case record for a child placed by another local authority.

As at the last inspection there were variations in the understanding of foster carers about the need for making a record of the child's stay with them, including the keeping of appropriate memorabilia.

# 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>	2

<b>STAYING SAFE</b>	
<i>Standard No</i>	<i>Score</i>
<b>3</b>	2
<b>6</b>	2
<b>8</b>	1
<b>9</b>	3
<b>15</b>	2
<b>30</b>	2

<b>ENJOYING AND ACHIEVING</b>	
<i>Standard No</i>	<i>Score</i>
<b>7</b>	1
<b>13</b>	2
<b>31</b>	3

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

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

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

Are there any outstanding requirements from the last inspection?

Yes

## 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)	Foster carers are to be provided with a written health record for each child placed in their care; this is to be updated during the placement and move with the child. A consistent method for the recording of healthcare appointments is to be adopted.	28/02/06
2	FS15FS3	7(c)(i) Schedule 1	All the information outlined in Schedule 1 is to be on the personnel files of those working for the fostering service, including panel members.	28/02/06
3	FS6	29(3)(a)	A robust approach to the accommodation aspect of annual foster carer reviews is to be evidenced.	31/01/06
4	FS10 FS8	34(3)	Foster placement agreements are to be written for all placements in accordance with Schedule 6.	28/02/06
5	FS8	Regulation 34 (1)(b)	Children and young people are to be placed with carers who are approved to care for them.  <b>Previous timescale 29/03/04</b>	31/01/06
6	FS30	24(5)	The panel composition is to meet the regulation.	28/02/06



7	FS30	25(2)	The records of panel meetings need to be detailed in the reasons for its recommendations.	31/01/06
8	FS7	17(1)	Training for carers in valuing diversity is to be provided.	31/03/06
9	FS17	19	The staffing complement is to be reviewed to ensure that sufficient suitably qualified and experienced staff are employed to undertake the variety of tasks required.	28/02/06
10	FS21FS11	29(2)  29(3)(b)	The foster carers' review of approval shall take place at intervals of not more than a year. The views of all placing social workers who have placed a child with carers in the year preceding the annual review are to be sought for the foster carers	31/01/06

## 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	FS30	Written procedures to cover decision-making when all panel members are not in agreement should be included in the panel handbook.
2	FS13	The foster placement agreement should identify where financial responsibility for all school costs lies, standard 13.8 and clarify the contact arrangements, standards 10.1 and 10.3
3	FS24	Children's case records should not be held on foster carers files.
4	FS23	The support group for children should start again.
5	FS22	Unannounced visits to carers should be made and recorded.
6	FS22	Link work should be provided by suitably qualified workers.

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