



Nottinghamshire Adoption Service Statement of Purpose 2018-2019

Our Aims and Objectives

Nottinghamshire Adoption Service promises to:

- Offer a comprehensive range of adoption services to children and adults in Nottinghamshire whose lives have been affected by adoption.
- Deliver services within a timescale that meets the needs of the service users and meets the National Standards for adoption.
- Ensure service users are fully involved and consulted on service delivery and service development.
- Treat all service users with respect and without prejudice or discrimination.
- Maintain confidentiality and security of adoption records.

In addition we are committed to:

- Providing adoptive families for children looked after by Nottinghamshire where the agency has agreed this is in their best interests.
- Recruiting and supporting sufficient adoptive parents from diverse backgrounds who can offer a stable and permanent home for children.
- Providing a financial support scheme for eligible adoptive families.
- Providing effective and efficient Adoption Panels which are appropriately constituted.
- Ensuring all staff are appropriately recruited, supervised and trained to fulfil their agency functions.
- Referring children and families to the East Midlands Regional Consortium (D2N2 homefinding) and National Adoption Register where we are not able to make placements within our own resources.
- Ensuring the best possible match for each child based on individual needs.
- Exploring the potential for post adoption contact with the birth family and making decisions according to the child's best interests.
- Fully preparing children for adoption and giving them access to appropriate information for their age and ability.
- Placing siblings together unless there are exceptional circumstances why this should not happen.

- Working in partnership with other agencies to achieve a positive transition for children to their adoptive family.

Named Manager

The responsible manager for the Adoption service is Tracey Coull Service Manager (Adoption) who is based at Trent Bridge House, West Bridgford, Nottingham.

Relevant qualifications and experience of named manager:

- Tracey Coull has a DIPSW and Post Graduate Certificate in Safeguarding for Leaders and Managers. She holds an ILM level 5 in Coaching and Mentoring. She is registered with the HCPC.
- Tracey has worked as a childcare social worker and team manager. She was previously an Independent Reviewing Officer with a large independent fostering provider and also managed a cluster of Children's Centres before taking up her present post.
- Tracey Coull has experience in adoption recruitment and assessment, and in working with children. She has also worked with non-agency and interagency adoption throughout her career.

Organisation and structure of the Adoption Service:

The Nottinghamshire Adoption Service is based at Trent Bridge House, Fox Road West Bridgford, Nottinghamshire. The service is constituted as follows.

Support After Adoption

The support after adoption team is responsible for:

- Assessing the support needs of all eligible parties to adoption.
- Providing adoption support service advice to agencies who are placing children in Nottinghamshire with families who are approved by agencies other than Nottinghamshire Adoption Service.
- Maintaining archive records and managing access to these records.
- Providing /commissioning services to adopted children and adoptive families including support packages, phone helplines, support/training groups and workshops
- Providing services to birth families including individual counselling.

- Managing contact after the Adoption Order has been made including the letterbox scheme which is a confidential postal arrangement between adoptive parents and members of the birth family.

Email: support.afteradoptin@nottscc.gov.uk

Telephone: 0115 804 1125

Adoption Panel

The adoption panel team is responsible for:

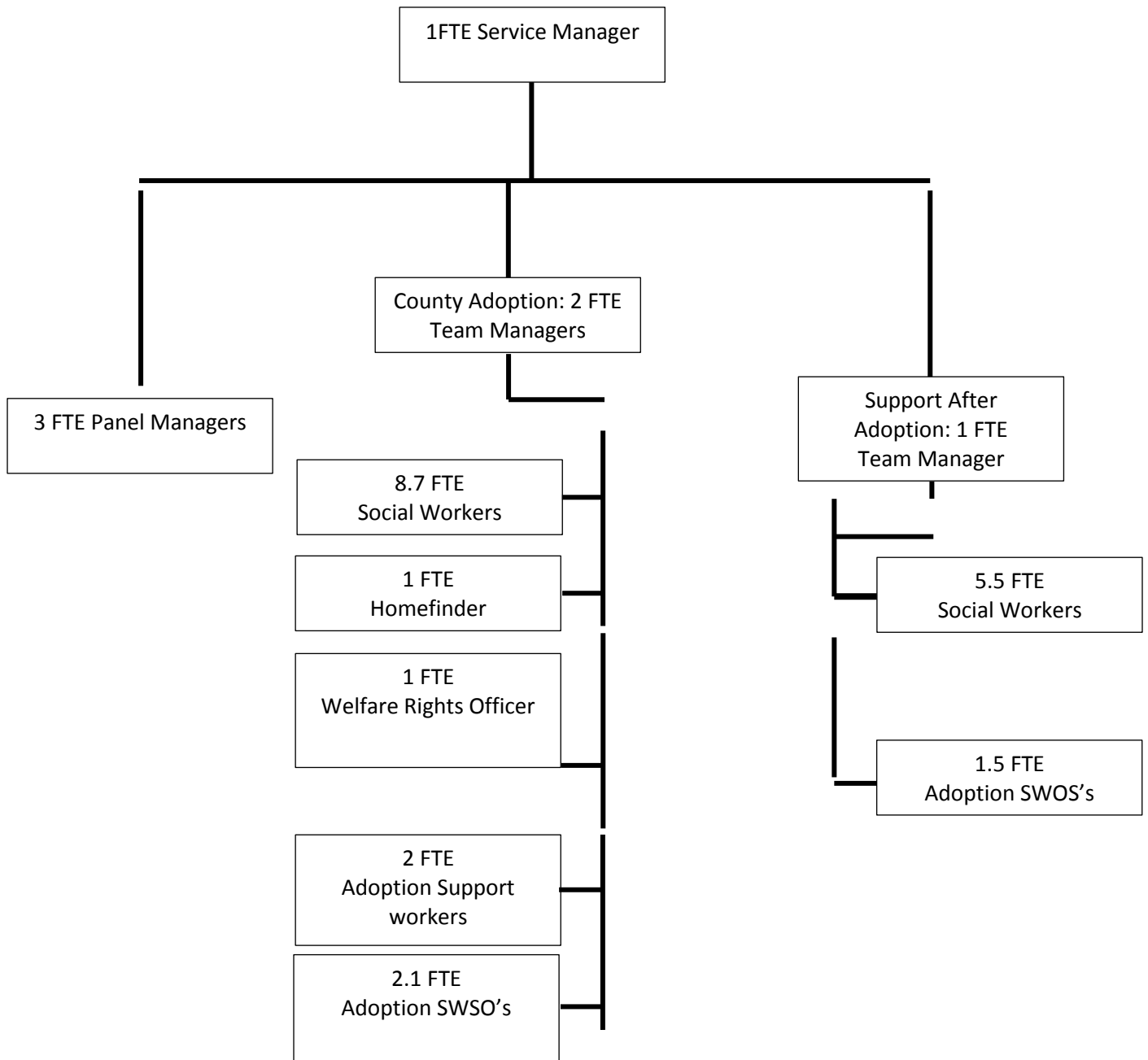
- Organisation and administration of adoption panels and agency decisions.
- Recruiting, supporting and training panel members.
- Providing professional advice to the panel chairperson
- Providing professional advice to the agency decision maker.
- Developing policies and procedures in relation to adoption.
- Producing statistical information about adoption activity in Nottinghamshire.

County Adoption Team

The adoption team is responsible for:

- Recruiting, preparing and assessing prospective adoptive parents in line with national regulations and standards.
- Identifying appropriate adoptive parents for children in need of an adoptive family.
- Receiving enquiries which result from children being featured in specialist publications.
- Maintaining a high public profile by effective use of the recruitment and publicity strategy.
- Ensuring all prospective adoptive parents are considered regardless of marital status, racial origin, religious persuasion, health, disability or sexual orientation. The primary consideration will be the family's potential to parent a child by adoption.

Adoption Service Structure Chart



The above structure is further supported by a team of seven full time equivalent business support staff.

All social workers are suitably qualified and experienced and registered with the HCPC. We have staff trained in Therapeutic life story work Dyadic Development Practice and therapy . All of our Adoption Support staff are qualified to an NVQ level 3.

8. Procedures for the recruitment, preparation, assessment, approval and support of prospective adopters

a) Recruitment

The Adoption Service has a Recruitment Strategy which is regularly reviewed and updated every twelve months.

The county adoption team work closely with corporate comms to publicise the need for adoptive parents and design recruitment campaigns, liaising with local media.

The County Adoption Team has a dedicated Freephone number for recruitment purposes, but also receives calls on its office number, in addition to receiving enquiries via the Nottinghamshire County Council website. All enquirers have the opportunity to discuss their interest in adoption with a social worker and are sent a comprehensive information pack within 5 days.

Enquirers who indicate a wish to proceed to register an interest will be visited where possible within 5 working days. A decision on accepting the registration of interest will be taken within 5 working days.

b) Preparation

Applicants are required to attend Preparation Groups which are run regularly. Whilst the primary aims are to educate and inform, those who attend are made aware that this is part of the assessment process of stage 1 and that any issues or concerns will be discussed with them.

Preparation Groups consist of several sessions run over 1 full day and two evenings, and are based on a model developed by Coram/BAAF. Our aim is for all applicants to complete stage one within 8 weeks.

c) Assessment

Once it is agreed to proceed with an application into stage 2 a social worker will be allocated as soon as possible. Assessments may be prioritised according to the resource that the prospective adopters are offering.

The home study is undertaken in compliance with the Adoption Agencies Regulations and we aim to complete within 16 weeks.

d) Approval

Applicants are encouraged to attend the Adoption Panel. They are provided with a leaflet in advance explaining the panel process and are able to read “pen pictures” of Panel Members before they attend. After the meeting, they are asked to complete a simple evaluation form about their experience.

e) Support:

In addition to the various forms of support outlined so far, support events, social events and opportunities for further training are provided for prospective adopters once approved and into placement.

Quality of service:

The Nottinghamshire Adoption Service is continually monitored and evaluated to ensure the quality and effectiveness of services. The User Involvement Strategy says that users will be consulted and involved in ensuring the quality of service delivery and in service developments. This is because feedback from service users is central to the quality and effectiveness of services. We regularly request feedback at trigger points in the process- for example after attendance at panel, after completion of stage one and stage two and following completion of training modules or specific work.

Other ways we evaluate quality and effectiveness are:

- Adoption panel comments on the quality of reports presented to them.
- Regular supervision of all staff which highlights potential areas for development.
- Monitoring of issues raised within the complaints’ process

- Learning from the conclusions of disruption meetings about what could have been done differently or better
- Routine quality audits.

Complaints:

Nottinghamshire County Council's Families and Cultural Services Complaints, Representations and Investigations Procedure is followed. Information on this procedure is available from:

CFCS Complaints, Representations & Investigations Services
Nottinghamshire County Council
County Hall
West Bridgford
Nottingham
NG2 7QP

Telephone: **0300 500 80 80**

E-mail: **Complaints@nottscc.gov.uk**

Contact details for Ofsted

Nottinghamshire's Adoption Service is subject to inspection by Ofsted whose contact details are as follows:

Ofsted
Royal Exchange Buildings
St Ann's Square
Manchester M2 7LA

Tel: **08456 404045**

Website: **www.ofsted.org.uk**

Reviewing the Statement of Purpose:

The Statement of Purpose will be reviewed annually by the Adoption Management Team, and be formally adopted by the Children and Young People's committee.