

Leicester City Adoption Service

Annual Statement of Purpose 2020/21



Purpose

As an Adoption Service in England we are required to produce a written Statement of Purpose each year which sets out details of our services and how we will meet our commitment to providing high-quality care and support for our children, young people and adopters.

The Statement of Purpose is available to all staff, prospective adopters, children and young people, parents and other professionals in a variety of formats. You can find the most up to date copy on our website www.leicester.gov.uk/adoption.

Summary

In Leicester City the Adoption Service are essential in supporting our delivery of high-quality care and support for our looked after children, allowing them to live and thrive in a family home.

The service allows our children and young people to live in safe, stable and appropriately matched families. Our aim for children who are cared for is that they will have a clear understanding of why they are looked after by the local authority, be given an opportunity to make sense of their experiences, knowing who is there to support them to achieve their goals and lead successful lives.

The Statement of Purpose explains the aims, objectives and services provided by Leicester City Council Adoption Service, as well as details about our complaints and quality assurance services.

The primary aim of the Adoption Service is to ensure that children, who are referred for an adoptive placement, are placed within a caring and supportive family that can meet their needs during childhood and beyond.

We are committed to supporting our adoption families and continue to develop our support offer. More information about the adoption service and the support offered can be found on our website www.leicester.gov.uk/adoption.

If you have any questions about the information contained in this Statement of Purpose please contact the adoption team on 0116 454 4550.

Our Vision, Principles and Values

The primary aim of the Adoption Service is to ensure that children, who are referred for an adoptive placement, are placed within a caring and supportive family that can meet their needs during childhood and beyond.

The service aims to:

- Place children at the centre of the adoption process and always act in their best interests, ensuring the process is timely and avoids delay.
- Recruit high quality adoptive families to meet the needs of children referred for adoption, whilst recognising that family life can be experienced in different ways.
- Provide a range of services and information to adoptive families, birth families and adoptive children.
- Provide a range of post adoption support services for families and children to ensure adoptive placements are successful.
- Provide a service that meets statutory requirements and National Minimum Standards

Objectives of the Service

- To ensure children's needs have been fully assessed and an adoption plan is in the child's best interest.
- To provide a suitable adoptive placement for every child with a plan for adoption.
- To ensure, that the views of children and young people have been listened to and have been given due consideration in any decisions that are taken about their future.
- To regularly publicise adoption services to enable all members of the community to consider adoption as a positive option, and to recruit carers from a wide variety of backgrounds to meet children's individual needs.
- To recruit adopters who will respect a child's birth and family origins, and who will bring up an adopted child knowing and understanding their origins.
- To recruit adopters who will respect the diverse cultures and lifestyles within society, and who will bring up children who will respect these differences.
- To recruit adopters who will respect a young person's choice, in terms of sexuality, gender and religion.
- To recruit, train and retain highly skilled and appropriately qualified staff that understand the adoption process, and can support family placements.

Principles

The Adoption Service believes that: -

- Children are entitled to grow up as part of a loving family which can meet their needs during childhood and beyond.
- It is best for children where possible to be brought up by their own birth family.
- The child's welfare, safety and needs are at the centre of the adoption process.
- The child's wishes, and feelings will be actively sought and fully considered at all stages of the adoption process.
- Delays in adoption can have a negative impact on the health and development of children and should be avoided wherever possible.
- Children and young people's ethnic origin, gender, sexuality, religion and language should be fully recognised and positively valued and promoted when decisions are made about them.
- The ongoing needs of children should be fully recognised and considered when decisions are made, recognising any disabilities and learning difficulties.
- The role of adoptive parents in offering a permanent family to a child who cannot live with their birth family should be valued and respected.
- Children have the right to grow up knowing they are adopted and should have access to information about their family of birth.
- Where appropriate children should continue to have contact, either directly or indirectly, with those family members who are significant to them.

Standards of Care

The Adoption Service aims to provide safe, secure and high-quality care in family settings for children whom a plan for adoption has been agreed. This will be achieved to the standards set out in the Adoption Services Regulations 2002, 2011 and The Adoption Agencies (Panel and Consequential Amendments) Regulations 2012 (referred to as the "Regulations"), the Care Planning, Placement and Case Review Regulations (2010) The Care Planning, Placement and Case Review and Fostering Services (Miscellaneous Amendments) Regulations 2013, The Adoption Agencies (Miscellaneous Amendments) Regulations 2013, The Adoption Support Services Regulations (2005), The National Minimum Standards for Adoption Services (2014) and The Statutory Guidance amended (2011) and July (2013 and 2014).

The Service

Service Manager: Georgina Oreffo

Service Address: Sovereign House, Princess Road West, Leicester LE1 6TR.

Telephone: 0116 454 4506

The registered provider is Leicester City Council, Social Care and Education; the adoption service is called Leicester City Adoption.

The Agency Decision Maker on behalf of the Local Authority is Teodora Bot, Head of Service, Child Safeguarding and Quality Assurance.

The Adoption Service Team

The Adoption Service includes qualified and experienced staff as follows:

- Team Manager: who is responsible for the day to day work of the Adoption Assessment Team.
- Two full-time and five part-time qualified, Social Work England registered social workers with experience in adoption work.
- One full time Adoption Support Worker.
- One full and two part time Admin and Business Support Officers.

Additional Information

Leicester City Council is an approved Adoption Service provider and is inspected under the Care Standards Act 2000.

The Adoption Service is managed by the Head of Service for Corporate Parenting, a Service Manager and a Team Manager for Adoption. The Service Manager acts as the Adoption Support Services Advisor. (Standard 15)

The Head of Service, Child Safeguarding Quality Assurance is the Agency Decision Maker (Standard 17)

Service Functions

The service provides: -

- Recruitment and assessment of adoptive families; including publicity, information giving and attendance at regular drop-in sessions across Leicester and Leicestershire.
- Assessment and preparation of prospective adoptive families, which includes visiting their homes, undertaking a home study assessment, references, checks, and preparation groups.
- Support for approved families awaiting placement. In conjunction with the Children and Families Support Team (CFST), advice, guidance and support to adoptive families during the matching process and post placement; this includes workshops and events for adoptive families.
- Delivering training and educational events and providing guidance for departmental staff that are preparing and supporting children, their parents and carers during the adoption process.
- Provision of adoption support services to adoptive families and birth relatives.
- Facilitation of direct and indirect contact arrangements and in a limited number of cases, supervision of contact.
- Provision of a specialist consultation and advice service.
- Counselling, information, and advice in relation to the following: -
- Birth parents, (First Families) whose children might be adopted
- Prospective adopters and Adults who have been adopted, including access to birth records counselling.

Safeguarding Arrangements

Leicester Children's Social Care & Early Help Service and its Adoption Service are part of Leicester's Safeguarding Children Partnership Board arrangements.

The assessment of adopters includes the taking of full employment and accommodation histories. Checks with the Disclosure and Barring Service (DBS) and local authority checks are completed on everyone aged over 18 years of age living in the household. A range of referees are contacted and visited.

Training is mandatory and covers specific areas such as safer caring, the implications of looking after children who have been impacted by trauma and the implications of how a child's attachment may have been affected in their early years.

Allegations that are made against adopters prior to an order being made are investigated using an established procedure by the Local Authority Designated Officer (LADO). An independent person chairs the initial strategy meeting and oversees the process to ensure its timeliness.

Where allegations are made following the granting of an adoption order these are managed using standard Leicester Safeguarding Children Partnership Board procedures.

Recruitment

The Adoption Service welcomes enquiries from people from all backgrounds, whether single, in a relationship, or married, and regardless of sexual orientation, gender, race or religion. There is no upper age limit for a prospective adopter(s), but adopters need to be in good general health with lots of energy and love to give to a child.

In addition to our comprehensive website, an information leaflet and brochure is available to explain what adoption involves and the processes that prospective adopters will need to go through.

The Adoption Service has a well-defined recruitment strategy whose aim is to prioritise the recruitment of adopters who can best meet the needs of all children requiring adoption.

In addition to our own information on adoption, “First 4 Adoption”, the Government’s ‘adoption gateway’ provides information for those interested in adopting. The national helpline is on 0300 222 0022.

Leicester City Council is a subscribing member of ‘New Family Social’ which is a UK-wide support network run by, and for, LGBT+ adopters and prospective adopters. More information about the support network can be obtained on their website together with clear information about the adoption process.

Regional Adoption Agency

At the start of 2020, the business case for the formation of a new Regional Adoption Agency was approved. This sets out the roadmap for the launch of our RAA in early autumn 2020, subject to formal approval of cabinet within each Local Authority.

This new RAA is comprised of four groups:

Leicester City, Leicestershire County, Lincolnshire County Council (who also cover adoptions in Rutland) and North Lincolnshire County Council.

By working closely together, we can more effectively find the best matches for children across the region. We do this by being able to form matches from a greater number of people looking to adopt and make the adoption process more efficient.

The role of Adoption Panel

Leicester City Adoption Panel is constituted in accordance with regulations. (Standard 17)

The adoption panel only considers:

- whether a child who is looked after by Leicester City Council should be placed for adoption, where a parent relinquishes their child or consents that adoption is the best outcome for their child.
- recommending whether prospective adopters are suitable to adopt, and
- recommending whether adopters are suitable for a particular child or children (matching).
- the general running of the adoption service and to receive reports giving over-view information about the general running of the team.

Prospective adopters and approved adopters who are to be matched with a child are encouraged to attend the Adoption Panel.

The Adoption Panel is governed by guidance and regulations. Panel members include:

- An independent chair
- Independent Vice Chair
- Social workers with experience of adoption and other relevant specialisms
- Medical adviser
- Independent Members (not employed by the Adoption Service and who may have personal experience of adoption or other relevant experience).
- Panel Adviser

The adoption panel meets at least monthly and occasionally twice monthly to ensure the adoption work of the Leicester City Council Adoption Agency is not subject to delay.

Following a recommendation by the Adoption Panel, the papers and minutes of the meeting will be passed to the “Agency Decision Maker” who has responsibility for decision making on behalf of the Agency. The decisions are made following consultation with the panel adviser and access to the panel minutes. Decisions are made within seven days of the approved minutes of the panel recommendation. The decision will be put in writing to the prospective adopter(s).

Reports on children for whom an Adoption Plan is proposed are considered directly by the Adoption Decision Maker after a comprehensive quality assurance process. Adoption Agencies (Panel and Consequential Amendments) Regulations 2012.

Monitoring the Quality of the Adoption Service

The quality of the Adoption Service's work and standards are regularly monitored: -

- The managers of the service ensure that staff are appropriately skilled, trained and supervised in accordance with the City Council policy to ensure they are fulfilling statutory compliance and meeting the quality standards required by Leicester City Council.
- The work of the adoption team is governed by Adoption Standards, Guidance and Regulations. The local authority also submits information against national performance indicators.
- The work of the adoption team is monitored to ensure appropriate timescales are adhered to.
- The Adoption Panel independently scrutinise all assessments and judgements made about voluntarily relinquished children being considered for adoption, and those of prospective adoptive parents.
- The Adoption Panel scrutinise all reports on children at the point of matching for adoption. The Adoption Panel has a critical role to play in the provision of independent expert oversight.
- Adoption Panel members are appraised annually, and the performance of the Panel reviewed to ensure that it carries out its role efficiently and effectively.
- The Agency Decision Maker observes at least one panel each year and attends relevant training days.
- The Adoption Service is subject to inspection by Ofsted according to national guidelines.
- Feedback is gathered throughout the process by evaluation and questionnaires.
- Case files are subject to regular internal quality assurance audits.
- The performance of the adoption team and Leicester City Council as an Adoption Agency is published by the Department for Education on behalf of the Government.

Complaints Procedure

Any formal complaints are considered through the Local Authority complaints procedure. Copies of the procedure and complaints forms can be requested from the Adoption Team Telephone: 0116 454 5440.

All complaints and matters of concern are treated with respect and will be dealt with as promptly as possible, within specified timescales. The adoption service aims to resolve problems in the first instance by informal negotiation. A central record will be kept of all complaints as part of the agency's quality management process; these records are open to inspection by Ofsted.

Children who are already placed in adoptive placements (i.e. children in the care of the Local Authority) have access to the Council's Children's Rights Officer, who will assist any child in making a complaint if they wish and support them throughout the process.

Post Adoption Support

Post adoption support is provided by the Children and Families Support Team (CFST).

The Team is supported by a Manager.

6 qualified social workers provide post adoption support services alongside other placement services.

The team has two Mental Health Practitioners, a Child Care Support Worker and an Adoption Support Worker.

Services to Adopted People

Adults who have been adopted can approach the Registrar General when they are 18 years old and ask for details from their original birth certificate. Once they have obtained this information a request can be made to the service for a Birth Records Counselling Service. This involves obtaining a file from either the local archive or from another adoption agency. This work is provided on a statutory basis.

First Family Support

A requirement of National Adoption Standards is to offer independent counselling to birth parents during care proceedings where a plan of adoption is proposed. Counselling for birth parents, independent of the adoption process is provided in Leicester through the Children and Families Support Team. A leaflet explaining the service is available.

Contact Services

There are now over 550 adoption post box arrangements. The post box enables written (indirect) information to pass between adoptive families and children's birth families via the adoption team. These arrangements provide confidentiality for adoptive families and can sometimes involve the exchange of information from adoptive families between several birth relatives of the adopted child. An email facility is available that is popular amongst adopters for the exchange of indirect contact material.

Of those contact arrangements in place, 2% involve direct contact arrangements which require supervision and support from post adoption support services. A leaflet on the Post Box Scheme is available.

Services to Children

The service provides additional support to parents through the Contact Scheme. We have access to a supply of books, and other media platforms for direct work with children. Counselling is possible with older children. Children participate in social events such as the annual party, summer event and "Play and Stay" and the service delivers a young people's forum, for teenagers to those in their early 20's.

Services to adoptive families

The team keep in touch with adoptive families through our regular newsletter called “A Different View”. This provides details of activities and relevant articles about adoption. Prior to the covid-19 epidemic the team ran various support groups and drop-in sessions for adoptive parents. These groups ran at various times and include “Play and Stay” sessions and ‘Walk and Talk’ sessions in local parks in the summer. The Team have continued to provide virtual online support and are planning to resume direct support going forward in accordance with emerging government guidance on social distancing.

The service continues to organise on-line therapeutic training relevant to adopters. The team will restart a rolling programme of seminars by Sue Golding, a clinical psychologist, on attachment issues and resolutions. These enhance the understanding of attachment issues as well as develop skills to parent traumatised children. Learning in the company of other adopters is experienced as supportive and sometimes useful on-going contacts are established. Other professionals including schoolteachers, health visitors, adoption panel members and social workers can also attend this training and helps build positive professional relationships which are supportive of adopted children and families.

The adoption support workers provide training to other departmental staff; for example, writing Life Story Books. An information booklet for schools on adoption issues is available to schools attended by children who have been adopted. Training has been provided to schools by the team on attachment issues and how to respond to these. The Virtual School Team (Looked After Children) can provide additional advice and support in school to assist adoptive children’s transition to a new school.

The Service has access to Child and Adolescent Mental health Service (CAMHS) through the Young People’s Team, to respond to the needs of adoptive families. The Educational Psychology Services from the city and the county also contribute to post adoption placement support.

Adoption Support Fund

CFST undertakes post adoption assessments of need and makes applications to the Adoption Support Fund where appropriate. The Adoption Support Fund enables adoptive families to be able to access therapeutic adoption support, following assessment of support needs after the child is made subject to an Adoption Order.

OFSTED Inspection

Ofsted is responsible for inspecting the Adoption Agency. The last inspection of services for children in need of help and protection, children looked after and care leavers in Leicester City took place in 2017, and adoption performance was judged to be **good**.

Ofsted's stated:

"Children receive an effective service from a well-established and experienced team of social workers led by committed and knowledgeable managers. Social workers and managers know their children well and robustly track all of those awaiting adoption".

"Family finding is thorough, detailed and sensitive to the needs of the child. Family finders are tenacious and, as a result, the local authority has been successful in achieving adoption over the past year for brothers and sisters together, disabled children and children from Black and Mixed ethnic backgrounds".

Ofsted will also receive and may investigate any complaints about the Adoption Service. They can be contacted at: -

Ofsted
Piccadilly Gate
Store Street
Manchester
M1 2WD

Telephone: 0300 123 1231

Email: enquiries@ofsted.gov.uk

APPENDIX 1

Overview of the adoption process: a guide for potential adopters

1. Your initial contact with us

When you contact the Adoption Service, we will ask some questions to learn more about you and your personal circumstances and we can answer any questions you may have. We will then send out an information pack if requested within 10 days.

2. Registration of Interest Form

If, after receiving further information or Information Session followed by a home visit (Initial Visit) you wish to proceed, you will then need to complete the Registration of Interest Form (ROIF)

3. Call from a Recruitment Team social worker

Once the Recruitment Team receives your ROIF we will contact you within 5 days of receiving it and a social worker from the service will have a detailed discussion with you. We will then let you know if we can accept you into Stage One of the process.

4. Stage One

Statutory references and checks will be taken up. Stage One will usually be completed in 2 months but can be extended up to a maximum of 6 months. It will be very much an adopter led process and will move at your pace. If your application is not able to progress to Stage Two, the adoption team will inform you in writing of the reasons and if appropriate refer you on to other agencies if applicable.

5. Plan and Agreement

During Stage One the service will draw up a Stage One Plan (agreement) and ask you to sign an agreement setting out what the Recruitment Team will provide, and it will detail what steps you need to take and what needs to happen for you to progress to Stage Two.

6. Stage Two

You will be allocated a worker to complete your adoption assessment following completion of a Stage Two Agreement form. The agreement will set out details of each visit (minimum of 6, usually over four months) and you will be given a provisional panel date for your approval. You will receive further information and training in both Stage One and Stage Two which will include Adoption Preparation Groups. As part of the course you will have the opportunity to speak to experienced adopters who share their knowledge of what it is really like to adopt a child. All this information is brought together in the Prospective Adopters Report (PAR).

7. Adoption Panel

This happens on completion of the adoption assessment. At the end of the assessment, your PAR is presented to the Adoption Panel, which meets at least monthly. Adopters are invited to attend. You will be given the panel's recommendation on the day. This then goes to the Agency Decision Maker (ADM) who formally considers the recommendation and decides within seven days.

8. Finding the right match

We work with you to identify the right child and we will complete a Matching Plan Agreement with you. How long you must wait depends on the needs of the children and what age and type of child you are best suited to. We try to place children as soon as possible and matches can take place as soon as a few weeks after approval but usually there is a wait of several months before a match is made. If you have not been matched within three months and with your agreement, your details will be referred to the Link Maker and Adoption East Midlands which means potential matches for you could be made with children from across the country.

9. Matching Panel

The adoption panel considers the appropriateness of the match between yourselves and the child or children. It then makes a formal recommendation that the child can be placed with you and this is then subject to the Agency Decision Maker agreeing the match and this is done within seven days of the date of the panel. This process may be slightly different, if you have been matched with a child from another area, in which case you will attend the adoption panel in the area with responsibility for the child.

10. Introductions

Your child's placement is carefully planned and following a series of introductions they will move and become part of your family. Your social worker will continue to support you and the local authority has a statutory duty to review the child's placement up until an adoption order is granted.

11. Adoption Order

Following the placement of a child, or children, the granting of the Adoption Order usually takes three to six months (although in some cases it can take longer).

If you have any questions, or want to know more detailed information about any of the stages below, please don't hesitate to get in touch with us Tel: 0116 454 4540

Review of the Adoption Service Statement of Purpose

The Adoption Service reviews the Statement of Purpose on an annual basis to ensure its aims, objectives, services and facilities provided remain appropriate to the care of children and young people. The next review is due in June 2021.

The Adoption Service maintains a comprehensive range of policies and procedures that support the management of the Service, the care of children and advice / guidance / protocols many of which can be found on our website www.leicester.gov.uk/adoption.

