



**Bournemouth Borough Council**  
**Children's Social Care**

**Fostering**  
**Statement of Purpose**  
**2016-2018**

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# 1. Principles and Aims

## 1.1 The Fostering Service

Bournemouth Borough Council aims to provide high-quality, family based care for children and young people who are unable, for whatever reason, to live within their own families, or for whom short-term breaks are needed to maintain them in their own homes.

Bournemouth Borough Council's Fostering Team plays a key role in the delivery of Children's Social Care services to:

- looked after children
- children and families in need of support (arrangements and young people moving on to independence)
- children with disabilities needing short breaks.

The main aims of the Council's services to children in need are to promote the well being and development of each child throughout childhood in the outcomes framework:

- Be Healthy
- Staying Safe
- Enjoying and Achieving
- Making a Positive Contribution
- Achieving Economic Wellbeing

The principles from the Children Act 1989, Children Act 2004.

The UN Convention on the Rights of the Child and the Charter of Human Rights underpin the work of the Fostering Service (See Appendix 1).

The Fostering Service aims to meet a diverse range of need by providing:

- regular short break care to support families and prevent family breakdown e.g. when a child or parent has a disability or long-term illness
- short-term foster care to support families through crises or in an emergency to protect a child from harm, including respite care where appropriate
- permanent substitute family care by way of long-term foster care, for children who cannot return to their birth family
- assessment and support for friends and family carers
- pathways carers who provide supported lodgings placements for young people over 16 years
- staying put placements for previously looked after young people who wish to remain in their former foster placement beyond 18 yrs of age
- short term care for children while assessments and long term plans are determined

We aim to place the majority of children and young people in local family placements where relationships with birth family, friends and community are maintained and continuity of education, cultural links and activities is ensured.

The Fostering Service is committed to promoting diversity and anti-discriminatory practice. The Service aims to match children to carers, who meet individual needs including those related to sibling groups, disabilities, complex emotional and behavioural problems and

minority ethnic, cultural or religious origins. Therefore, on occasions family placements outside the local area and with other providers of family care are identified in order to meet special needs and match a child to the most appropriate family placement.

## **1.2 The Fostering Service Standards**

The primary aim of the Service is to provide safe, secure, high quality care in family settings for children who, for whatever reason, need to be looked after away from home. The standards prescribed in the Care Standards Act 2000, Fostering Services Regulations 2011, National Minimum Standards for Fostering Services 2011 and UK National Standards for Foster Care 1999 are the basis for achieving this.

## **1.3 Fostering as a partnership**

A key principle underpinning the Service is partnership. Essentially this partnership involves:

- children and young people placed in foster care
- parents and families of children and young people placed in foster care
- foster carers and their families who are at the heart of the service
- supervising social workers, child care social workers and other professionals such as teachers, youth workers, health workers and voluntary sector workers who support children, families and carers.

## **1.4 Promoting well being and life chances for children**

The Fostering and Placements Service's core aim is to recruit and support carers who are able to provide a family environment where children are:

- able to experience family life without unnecessary restrictions
- safe and their needs are prioritised
- included, valued and respected as an individual
- emotionally supported
- listened to and understood
- praised for their achievements
- given appropriate boundaries and control
- able to make choices
- able to have any disabilities or complex needs recognised and taken into account
- given reasonable privacy and personal space
- offered good standards of nutrition, physical care, health care and hygiene
- able to achieve their full potential educationally
- offered opportunities for leisure and social activity
- able to maintain contact with their family, religious and cultural ties.

In order to meet these aims and principles foster carers will be appropriately:

- recruited and assessed with regard to their suitability to care for vulnerable children
- committed to anti-discriminatory values and to promoting children's family ties and cultural, religious and ethnic identity
- supported by social workers and other specialist services
- informed about the child/ren in their care
- informed and involved in planning and decision making

- trained and competent
- valued as equal partners
- rewarded for their skills and commitment
- supervised and supported by qualified social workers.

## 2. Objectives of the Fostering Service

The objectives of the Fostering Service are to:

- provide a suitable family placement for all children in need of family placement
- maintain a sufficient number of suitable foster care placements in relation to the numbers, needs, age range and characteristics of the looked after children population and increase the number of Bournemouth carers proportionately
- match carers' abilities and skills with the assessed needs of the children placed
- keep the proportion of children experiencing three or more placement moves in any year at or below the national average of 11%
- increase placement stability for looked after children
- provide for sibling groups to be placed together when this is in their best interests
- provide an in-house parent and child assessment foster care scheme
- provide a choice and range of high quality placements, which meet assessed need cost effectively
- increase the number of approved foster carers in order to reduce the use of agency placements
- specifically recruit foster carers to meet the ethnic/cultural needs of Looked After Children
- continue to ensure assessments of family/friends as carers are undertaken in accordance with the Fostering Standards
- promote continued learning and development of foster carers' knowledge and skills
- ensure that all relevant foster carers have completed the Training Support and Development (TSD) Standards.
- promote foster carers full involvement as equal partners in service development

### **3. Governance and Management of the Fostering Service**

#### **3.1 Delegation to the Head of Children's Social Care**

Decision making and arrangements for management of the service, including the appointment of the Fostering Service Manager under Regulation 10 and approval of foster carer registrations under Regulations 27 and 28 of the Fostering Services Regulations 2011, are delegated through the Director of Children's Services to the Service Director of Children's Social Care.

#### **3.2 The Borough Council Constitution and the Fostering Panel**

A panel has been established in accordance with Regulation 23 of The Fostering Services Regulations 2011. Within the Borough Council structure the panel is designated as a "Statutory Board". (For a brief description of the Council structure see Appendix 4.)

The Council appoints Statutory Boards within terms of reference and membership set out in the Council's constitution and in accordance with statutory requirements. In terms of policy development, within the Council's constitution policy formulation and review is the function of the Cabinet and the Council. Statutory Boards such as the Fostering Panel make proposals through the Head of Children's Social Care to the Cabinet on issues arising from the exercise of their respective duties.

### **4. Staffing of the Fostering Service**

#### **4.1 Team Manager**

- Mrs Rubina Payne Appointed July 2015

#### **4.2 The Fostering Team**

Staffing of the Fostering Service from 28.09.16 includes an establishment of:

- one Team Manager
- two Practice Managers (1 full time, 1 part-time)
- six full-time Supervising Social Workers
- three part-time Supervising Social Workers
- two Family Support Practitioners
- two Team Administrators
- one Panel Administrator

Details of individual team members are at Appendix 6.

#### **4.3 The Role of the Fostering Team**

The Fostering Team provides a dedicated service to carers. The primary role of the team is to recruit, assess, supervise and support carers and to match appropriate carers with children needing placements. Whenever possible the worker who assesses the carer continues as the supervising social worker for the carer, this is because the Supervising Social Worker gets to

know the carers and their family well during the assessment process and is, therefore, more able to ensure appropriate matching for children placed.

It is the role of the Supervising Social Worker to supervise and support carers:

- to provide high quality and responsive care to children and young people
- to be actively involved in the development of the placement agreement and plan through regular supervisory and support visits
- during statutory reviews of the child's care plan by assisting them in developing their contribution to the review and attending the review to support the carer
- by monitoring and assessing the carer's needs for support services and arranging for additional support or respite where this also meets the child's needs
- to participate in Foster Carer Reviews
- by organising support groups and training events
- in monitoring that the care provided is safe for children and carers
- to be fully involved in service development

All Supervising Social Workers are able to deliver the Skills to Foster Training together with a number of foster carers who co-present the course.

All Supervising Social Workers have either completed or in the process of completing the CPSP (Consolidation and Preparation for Specialist Practice). A number of Social Workers in the team are trained to undertake 'Achieving Best Evidence' interviews.

The Family Support Practitioner offers support to Supervising Social Workers and carers including transport to facilitate contact arrangements or school attendance and provides essential equipment associated with the care needs of the child. Workers are also responsible for arranging and facilitating training for foster carers. A data base of training has been developed to aid Supervising Social Workers to work with the foster carers to create a personal development plan and this is maintained by the Family Support Practitioner.

The Accommodation Social Worker is responsible for recruiting, assessing, supporting and supervising Pathways Carers, who offer placements to young people over 16 years. This includes taking new carers to panel for approval, monitoring the care provided; ensuring that reviews are completed annually and Pathways carers have the knowledge and skills to promote young people's independence.

All team members are also responsible for undertaking tasks to develop and improve the service provided to children and their carers, and this is undertaken together with foster carers. This has included developing a number of guides for foster carers, bespoke training, supporting life story work and other specific projects and developments.



## **5. Fostering Services**

In addition to providing short-term and long-term placements for children (including sibling groups), the Fostering Service provides the following types of specialist placements:

### **Shared Care Scheme for Disabled Children**

For disabled children or complex needs whose families need regular short breaks.

### **Specialist Carers for Children with Disabilities**

For disabled children with substantial disabilities whose needs cannot be met by traditional foster care, and who are unlikely to achieve independence and need long-term placement.

### **Family and Friends**

Assessments comply with the requirement of Regulation 26 of the Fostering Services Regulations 2011. When carrying out assessments the Fostering Service takes into account the established relationship between the child and the proposed carer.

### **Parent and Child**

Placements which allow a parent and child to be assessed together under the same roof, offering close supervision. This scheme was launched in 2012 and currently has three carers approved for this role.

### **Resilience Carers**

Placements with a bespoke package of support with highly skilled carers. These placements are specifically for children and young people who have had a history of placement breakdown, residential placements ad/or complex and challenging behaviour which requires specialist care.

## **6. Support Services for Children and Carers**

### **6.1 Social Work Support**

Each looked after child in foster care has an allocated social worker who has overall responsibility for the child's welfare, care plan, reviewing of the plan at required frequencies and regular statutory visits to the child in placement. The child should be seen alone and with carers during these visits. The child's social worker is responsible for ensuring that assessment and action records are completed with the child although this task may be delegated to a carer or trusted adult. The child's social worker is also responsible for ensuring that the child's family and other significant adults are appropriately involved, informed and in contact with the child. The child's worker has a duty to support carers within their primary duty towards the child although there are circumstances involving conflict of interest, in which the duty to the child will become overriding.

### **6.2 Pathways Service**

Pathways workers should become involved with young people aged 15 yrs 9 months who are likely to remain looked after beyond 16 years. At this point the Pathway Plan, which details how the young person will be supported towards independence and adulthood, is written and a package of support is agreed. Carers are partners in pathway planning and young people are encouraged to work with this. Financial support is provided to enable young people to remain with established carers while they prepare for independence.

### **6.3 Out of Hours Service**

This service is shared by three local authorities, Bournemouth, Poole and Dorset. It provides a team of social workers, who are available outside office hours to offer emergency social work support to all client groups. The service can offer telephone advice, has access to placement information and emergency placements with foster carers and residential units.

### **6.4 Health Care**

The Designated Doctor for looked after children is the Community Paediatrician who is an advisor to the Fostering Panel. The role of the Designated Doctor is to oversee health assessments and health care planning arrangements for looked after children in collaboration with Designated Nurses. There are two full time designated nurses for looked after children. Initial health assessments as from April 2012 are undertaken by the designated Doctor; previously they were undertaken by the originating family doctor and health visitor. Subsequent health review and planning is supported and monitored by the Designated Doctor or a nurse who can be contacted by carers and young people needing to discuss specific concerns or needs.

### **6.5 Child and Adolescent Mental Health Services (CAMHS)**

Intensive treatment is provided where necessary by CAMHS at the Pebble Lodge Adolescent In-patient service. There is also a Crisis Service available for weekends and evenings, including bank holidays, providing face to face and telephone support 24 hours, 7 days a week; all the above cover the whole of Dorset (including Poole and Bournemouth).

### **6.6 Clinical Psychology Services**

There are two clinical psychologists who have been appointed by the Dorset Health Care Trust to offer a dedicated consultation service to foster carers with a focus on behaviour management. Their availability is equivalent to six half day sessions per week. Carers can meet the clinical psychologists who offer consultation about behaviour management and emotional disturbance in children. The clinical psychologists attend support groups and contribute to foster carer training. Fast track referral to CAMHS is also available through the clinical psychologists. There is also a dedicated clinical psychologist worker at Shelley Clinic who focuses on work with Looked After Children.

The clinical psychologists also participate in training for foster carers eg contributing to Skills to Foster and running a 12 week course on Attachment, and offering clinical reflective monthly supervision with our parent and child foster carers.

The clinical psychologist provides a regular monthly forum for case discussion for the Supervising Social Workers of the Fostering Team.

## **6.7 Education**

A Virtual Head teacher for looked after children is available to provide advice and support to children and young people, foster carers and other colleagues.

This Virtual Head teacher is appointed by the LEA to work with schools, looked after children and carers. There are also three education case workers who can offer individual support.

There is a Designated Teacher in every Bournemouth school who is responsible for liaison, educational monitoring and pastoral care arrangements for looked after children.

Educational Psychologists also support carers through training about behaviour management.

## **6.8 Advocacy Service**

An Advocacy Service for looked after children is commissioned from Action for Children.

The service is for looked after children aged eight or over, however some siblings under the age of eight can also access the service. Advocates are also available to support any child in need in child protection investigations which necessitate convening a Child Protection Conference.

Advocates can be available to support any child who is on the threshold of being looked after and is attending Family Group Meetings, to assist any young person who is making a complaint or as an Independent Visitor for a Looked After Child.

## **6.9 Integrated Youth Service**

The Integrated Youth Service is based at the Bournemouth Learning Centre and it offers a career advice and information service for all ages.

Currently, Looked After Young People, those with special needs and those at risk of being “NEET” (not in education, employment or training) are prioritised to receive a service.



## **7. Recruitment, Approval, Training, Support and Review of Foster Carers**

### **7.1 Recruitment and Assessment**

The recruitment of carers includes advertising in the locality through the press media and local events. This includes advertising for specific children when required. Anyone expressing an interest in fostering has an information pack sent to them. They then have an initial visit from one of the practice managers and if both parties wish to proceed an assessment is started.

Recruitment of foster carers from a wide range of backgrounds is promoted in order to meet the diverse needs of local children. This includes recruitment targeted at specific ethnic and religious groups. This remains a challenge but is one shared regionally and nationally.

The assessment process for carers follows the requirements of The Fostering Services Regulations 2011 (Regulation 26 and Schedule 3), and recent requirements and procedures concerning Disclosure and Barring Service (DBS) checks. NMS 2011

We aim to complete a fostering assessment within five months. This is a two-stage process in line with regulations and includes:-

- DBS checks and checks with other relevant agencies
- training based on the Fostering Network course “Skills to Foster”
- social work interviews - individual and whole family, including past partners
- full medical with the General Practitioner and review by the Agency Medical Advisor
- references are sought from all previous child care employers and current employer
- full health and safety checks including a fire safety check, are carried out in the household
- at least two personal references in writing and follow-up interview
- checks on gaps in CV and personal history
- evidence of competence
- financial scrutiny
- assessment report following British Association for Adoption and Fostering “Form F” requirements
- a second visit is completed by a Practice Manager before the applicants are finally presented for the recommendation of the Fostering Panel and subsequent approval by the Agency Decision Maker.

### **7.2 Independent Reviewing Officer**

An Independent Reviewing Officer will carry out foster carer annual reviews or when circumstances determine that a review is necessary e.g. a complaint or allegation, change of circumstances, change of approval. The review process includes feedback from:

- child/ren in placement
- child care social workers
- Looked After Children’s (LAC) Nurses
- LAC Education Workers
- Clinical Psychologist (if involved with carers)
- foster carers
- children of foster carers

- report from supervising social worker
- report from Independent Reviewing Officer

The review is then either presented to Fostering Panel when it is the first annual review, a review following a complaint or allegation or a change of approval otherwise it will be presented to the Service Manager.

### **7.3 Approval of carers, review of approval and the Fostering Panel**

A panel has been established in accordance with Regulation 23 of The Fostering Services Regulations 2011. The Panel considers and makes recommendations on all fostering applications. The completed assessment report is presented to the Panel by the assessing social worker. The applicants are invited to attend. There is a brochure available to applicants before the Panel to inform them of the Panel Members.

The Panel is chaired by an independent member, who has substantial experience of chairing panels related to children's welfare. (See Appendix 2 for Fostering Panel membership.) The Fostering Panel includes one serving Councillor. (For the role of Scrutiny and Review Panels - see Appendix 4.) The Panel meets on a monthly basis or more often if necessary (see Appendix 3 for detail of dates and venue).

The role of the panel is:

- to consider all applications for approval of prospective foster carers
- to consider and recommend whether applicants are suitable
- to consider and recommend terms and conditions under which applicants are approved
- to make recommendations for permanency arrangements for children remaining long-term with foster carers
- to consider and make recommendations on written submissions by prospective carers who have been refused approval
- to consider and recommend at first review whether applicants are suitable to continue
- to consider and recommend, if asked to do so by the Service Director for Children's Social Care, the suitability or otherwise of carers following any subsequent review
- to consider and make recommendations on written submissions by carers when approval has been withdrawn
- to advise on the conduct of foster carer reviews
- to oversee the conduct of foster carer assessments
- to monitor the range and type of carers available in relation to needs of children locally

- to advise on the overall management of the service and any other matters referred by the Service Director for Children’s Social Care
- to consider applications for approval from Pathways carers
- to participate in training
- to hold regular business meetings to look at data relevant to fostering.

When arriving at recommendations about individual applications the Panel is guided by the Chair who is responsible for ensuring that recommendations are consistent with statutory requirements, national standards, research evidence and Council policy. This is supported by the panel advisor. In the event of disagreement, the panel may make a request through the Chair for further expert advice or additional information. If consensus cannot be reached individual members of the panel can have their views clearly minuted in the Panel record.

The Panel makes recommendations regarding approval and the Service Director for Children’s Social Care makes the final decision about approval and terms and conditions of registration. Where there has been lack of consensus about the recommendation or particular difficulties about reaching a recommendation this is drawn to the attention of the Service Director of Children’s Social Care by the Chair. If the decision of the Agency decision maker is not to approve a prospective foster carer, or not to continue the registration of an existing foster carer, those affected have two options.

- They can either apply to the Independent Review Mechanism (IRM) for a review of fostering service provider’s qualifying determination or,
- they can make direct representations to their fostering service provider.

The IRM is a review process conducted by a Review Panel which is independent of fostering service providers.

If prospective or existing foster carers choose to use the IRM, the review panel will, where appropriate:

- review an individual’s suitability as a prospective foster carer(s) to foster a child
- review any proposed changes of their terms of approval
- make a fresh recommendation to the Agency on an individual’s suitability to foster a child and the returns of approval, including for a specific child.

The Agency decision maker must take the review panel’s recommendations into account when making his or her final decision, though s/he is not bound by that recommendation.

The Panel sees and makes recommendations on first annual reviews of all carers. The review process involves the carers, supervising social worker, the Independent Reviewing Officer and the child’s social worker, who is responsible for consulting the child and their family.

After the first annual review the individual review process does not routinely involve the Panel, although the Panel will look at reviews where there has been a change in circumstances or a serious issue e.g. an allegation or complaint against a carer and when the

review is indicating de-registration of the carer. In this case the carer is invited to make written submission which the panel will consider.

#### **7.4 Ongoing Training and Support**

Most of the Supervising Social Workers in the Fostering Team (nine in total) along with some foster carers (eight in total) are trained to deliver the preparatory Skills to Foster course. There is an expectation that all carers attend this course as part of their assessment and preparation for approval as carers. In the case of applicants who are couples both partners are expected to attend.

Each carer receives information about fostering, guidance about requirements concerning care and control of children, record keeping, complaints and child protection procedures.

There is a welcome pack for all new carers and also specific information for Friends and Family carers.

The foster carers receive frequent mailings with useful information.

The Council funds membership of Foster Talk for all carers. This ensures that carers are informed of national developments and have access to information, insurance, legal advice and support which are independent of the Council.

A Foster Care Forum runs on a monthly basis and provides an opportunity for workshops on specific topics and a chance to meet to offer mutual support.

There is a full training package available for all newly approved carers. There is a monthly training and support group for carers in their first year of approval.

There is a monthly TSD work shop, which supports carers to get the most out of completing their TSD work book within the first year of approval.

There is a monthly coffee morning group, for carers to meet and develop support networks within the fostering community.

Evening forums are held for carers who are limited in their capacity to attend day training.

Foster carer Stay and Play sessions are held monthly to provide positive play experiences for the under fives and to encourage young children's development in all six areas of learning.

UB Funky Monkeys is a support group for carers own children and young people. The group meets during the school holidays and at half term. It offers an opportunity for children of foster carers to explore the issues relating to them. Training is also offered to the group.

A portfolio showing evidence of learning for all carers includes a Personal Development Plan which will be completed with their supervising social worker. The portfolio will also contain the foster carer's CWDC workbook which will evidence their induction standards.



A range of training is being offered to foster carers which will assist them with evidencing their competence at the different skill levels.

Foster carers can seek support and advice from one of the Clinical Psychologists regarding behaviour management or help with understanding specific issues.

Life Story work training is available to all foster carers and there are Life Story Work Champions within the teams. The Life Story Work Champion's group meeting quarterly and there is a robust effort to ensure that every child with in house carers has Life Story Work undertaken.

There will be a fully qualified Non Violence Resistance Trainer within the team from December 2016. Regular Non Violence Resistance Training will routinely be made available to all foster carers.

## **8. Complaints**

Our policy is to ensure that day-to-day concerns and issues are addressed and challenged promptly, positively and in partnership in order to avoid resort to formal complaints procedures or risk escalation of poor care practice into an abusive or risky situation. Having Supervising Social Work and Child Care Social Work roles clearly distinguished provides for each party to be supported independently. Conflict of interest is reduced in these circumstances and therefore the need to resort to higher level procedures is reduced.

All carers, children and their families are supplied with information about our complaints procedures. Carers have access to training in child protection. Children can seek support through the Advocacy service if they wish to raise concerns or make a complaint. Similarly carers can seek independent support through Foster Talk Network membership.

The Directorate has recently reviewed the management of complaints in order to improve independence and monitoring arrangements. Our complaints procedures are designed to comply with the requirements in Children Act Guidance. Good practice in responding to complaints is promoted through regular meetings with complaints officers in neighbouring authorities of Dorset and Poole and attendance at regional complaints officers' meetings.

In respect of Child Protection concerns raised about carers, the Directorate follows Local Safeguarding Children's Boards procedures which apply specifically to allegations against carers. This includes the involvement of the Local Authority Designated Officer (LADO) in any strategy discussions and investigations.

If issues about carers are established in the course of a complaint or child protection inquiry this will lead to a formal review of approval and referral to the Fostering Panel. While a complaint about a carer is under investigation further placements are made only with approval from the Service Manager.

Supervising social workers keep a chronology on each approved carer file of concerns, incidents, allegations or complaints about carers in order to facilitate monitoring, review and identification of patterns of concern that should be investigated.

## 9.0 Contacts for Advice In Children's Services

Rubina Payne- Team Manager, Fostering Team.  
E1 Town Hall, St Stephen's Road, Bournemouth BH2 6LL. Tel: 01202 458075  
E-mail [rubina.payne@bournemouth.gov.uk](mailto:rubina.payne@bournemouth.gov.uk)

## 9.1 Agency Decision Maker Regarding Suitability

Penny Lodwick, Service Manager, Room 99, 3<sup>rd</sup> Floor, Town Hall, Bourne Avenue, Bournemouth BH2 6DX. Tel: 01202 458721.

### APPENDIX 1 - UNDERPINNING PRINCIPLES

#### ***The Children Act 1989***

The paramount duty under the act is to safeguard the welfare of the child but in discharging that duty *we must provide services to enable children to live with their families.*

If a child needs to be looked after we must:

- work in partnership and encourage parental involvement
- promote contact with parents and family
- take the wishes and feelings of the child into account
- recognise and provide for the child's cultural, ethnic and religious needs.

Disabled children should be:

- treated as children first
- be included and have access to the same facilities and opportunities as other children
- receive services which emphasise and maximise their abilities.

#### ***The UN Convention on the Rights of the Child: Summary of relevant articles.***

- |   |
|---|
| ➤ Article 3: all actions concerning a child should take account of his or her best interests. The State should provide adequate care when parents or others responsible fail to do so.      |
| ➤ Article 5: the State has a duty to respect the rights and responsibilities of parents and the wider family to provide guidance appropriate to the children's evolving capacities.         |
| ➤ Article 6: children have an inherent right to life and the State has an obligation to ensure the child's survival and development.  |
| ➤ Article 8: the State has an obligation to protect and if necessary re-establish the basic aspects of a child's identity (name, nationality and family ties).                              |
| ➤ Article 9: a child has a right to live with his/her parents unless this is not considered to be in his/her best interests. The child has a right to maintain contact with both parents if |

separated from one or both. The State has a responsibility to ensure this when separation results from an action of the State.

- Article 19: The State has an obligation to protect children from all forms of maltreatment by parents and others responsible for their care and to carry out preventative and treatment programmes in this regard.
- Article 20: The State has an obligation to provide special protection for children who do not have a family environment. The State should also ensure that alternative family care or care in an institution is available, taking into account the child's cultural background.
- Article 21: Adoption should only be considered when it is in the best interests of the child and with all the necessary safeguards and authorisation by the competent authorities.

***Article 8 of the European Convention on Human Rights:***

**The right to respect for family and private life.**

This Article provides that everyone has the right to respect for private and family life, home and correspondence. This article places an obligation on public authorities to adopt procedures and practices which secure the protection of family life.

## **APPENDIX 2 - MEMBERSHIP OF THE FOSTERING PANEL**

	<b>Date appointed</b>
<b>Mr Keith Akerman - Chair</b>	<b>April 2008</b>
<b>Vice Chair - Mrs Julie Stevens - Independent Member</b>	<b>April 2009</b>
<b>Councillor Blair Crawford - Bournemouth Councillor</b>	<b>September 2011</b>
<b>Mrs Lynn Coombs - Independent Member</b>	<b>March 2012</b>
<b>Mrs Rachael Salkeld - Independent Member</b>	<b>February 2012</b>
<b>Kayleigh Jones, Independent Member</b>	<b>January 2017</b>
<b>Mrs Gemma Taylor - Social Worker in Adoption Services</b>	<b>January 2014</b>
<b>Liz Akhurst- Independent</b>	<b>Dec 2015</b>
<b>Mr. Phil Webb -Social Worker in Adoption</b>	<b>June 2015</b>
<b>Sophie Mingo -Social Worker in Childcare</b>	<b>August 2016</b>
<b>In attendance as Advisors/Administrators</b>	
<b>Rubina Payne- Advisor - Team Manager, Fostering Team</b>	<b>August 2010</b>
<b>Miss Luciana Wyber -Panel Administrator</b>	<b>February 2016</b>

## **APPENDIX 3 - THE COUNCIL'S CONSTITUTION**

Bournemouth Borough Council Constitution sets out how the Council operates, how decisions are made and the procedures that are followed to ensure that these are efficient, transparent and accountable to local people. Some of these processes are required by law, while others were chosen by the Council from options available within the law.

### **HOW THE COUNCIL OPERATES**

The Council is composed of councillors. All Councillors meet together as the Council.

The full Council appoints the Leader and Deputy Leader of the Council and the remaining members of the Cabinet. It also decides the process for decision-making by the Cabinet and the delegation of functions to the Cabinet and to certain Statutory Boards. The Council holds the Cabinet to account by appointing Scrutiny and Review Panels to question decisions and the effectiveness of policy.

### **THE CABINET**

The Cabinet is made up of the Leader of the Council, who is chosen by the full Council and eight other Councillors including the Deputy Leader.

The Leader is Chair of the Cabinet and the Deputy Leader is Vice-Chair. The Cabinet has to make decisions that are in line with the Council's overall policies and budget.

### **SCRUTINY AND REVIEW**

There are six Scrutiny and Review Panels supporting the work of the Cabinet and the Council as a whole. The Panels reflect the five themes of the Community Plan and the Council's overall priority for Quality Services and Value for Money. They initiate inquiries into matters of local concern and report with recommendations to the Cabinet and the Council as a whole on the effectiveness and efficiency of policies and service delivery. The Panels also monitor the decisions of the Cabinet and can call-in a decision that has been made by the Cabinet as well as decisions made but not yet implemented. They may recommend that the Cabinet reconsider the decision. They may also be consulted by the Cabinet or by the full Council on forthcoming decisions and the development of policy.

### **STATUTORY BOARDS**

Statutory Boards deal with matters where there are individual applications and which are determined by statutory regulations for example The Fostering Panel and The Planning and Licensing Applications or Appeals Panel.

## APPENDIX 4 - FOSTER PLACEMENT STATISTICS - as at 28.09.16

### **Shared Care Scheme for Disabled Children**

For disabled children or complex needs whose families need regular short break from caring

Number of carers in this category	1
Number of placements	3 ongoing respite packages

### **Specialist Foster Carers**

For children with substantial disabilities whose needs cannot be met by traditional foster care, who are unlikely to achieve independence and need longer-term placement.

Number of carers in this category	1
Number of placements	1

### **Foster Care Numbers and Children Placed at 27.09.16**

Total children in foster placements	118
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Bournemouth Carers:	Households	Individual Carers
Number of approved foster carers	96	190

Number of "staying put" carers	8	6
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- Exemptions from the usual fostering limit of 3 unrelated children 1
- Number of disruptions and unplanned endings of placements of over 3 months duration 2

#### **Skills Levels**

Level 1 carers	46
Level 2 carers	20
Level 3 carers	32

Specialist foster carer	6
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#### **As at 28.09.16**

- Carers undergoing Assessment 15
- Family & Friends Carers undergoing assessment 3

Total: 18

## APPENDIX 5 - IN-HOUSE CARER PAYMENTS

1<sup>ST</sup> April 2015-31<sup>ST</sup> March 2016

### ALLOWANCES

#### WEEKLY <sup>A</sup>

Foster Allowance (See Appendix 2 Individual Placement Contract for items included) <b>Recommended split of allowance</b>	Age of child				
	0 - 4	5 - 10	11 - 15	W/E/F 5th April 2010 Reaches age of	
				16	17
Food	£42.29	£47.12	£58.99	£64.98	£64.98
Clothing (see Note 3 & Note 4)	£27.10	£37.90	£47.46	£47.46	£37.46
Transport (see Note 1)	£9.95	£10.30	£20.28	£19.49	£19.49
Personal (see Note 2 & to include pocket money where appropriate)	£7.46	£11.78	£18.43	£18.43	£13.43
Household	£37.32	£39.76	£38.71	£39.00	£39.00
<b>TOTAL</b>	<b>£124.12</b>	<b>£146.86</b>	<b>£183.87</b>	<b>£189.36</b>	<b>£174.36</b>
<b>5% of overall allowance must be saved:</b>	<b>£6.21</b>	<b>£7.34</b>	<b>£9.19</b>	<b>£9.47</b>	<b>£8.72</b>

Notes	Age of child				
	0 - 4	5 - 10	11 - 15	16	17
<b>Note 1: Transport</b> Miles per week included within the foster allowance (includes school run) <a href="#">Claim: Form C10056/10.07 to be submitted by carer for agreed EXCESS mileage. The excess Mileage rate is £0.40p per mile</a>	24	25	50	48	48
<b>Note 2: Holiday Allowance</b> Included within the foster allowance is an amount equivalent to 2 x weekly foster allowance per year for holidays/day trips	£4.59	£5.22	£6.50	£6.50	£6.50
<b>Note 3: School Uniform</b> Included within the foster allowance is an amount equivalent to £205 for 5 - 10 year olds per year £305 for 11 - 15 year olds per year	£0.00	£3.94	£5.87	£0.00	£0.00
<b>Note 4: Clothing For General After School Activities</b> Included within the foster allowance is an amount equivalent to £ 80 for 5 - 10 year olds per year £105 for 11 - 15 year olds per year £105 for 16 - 17 year olds per year	£0.00	£1.54	£2.02	£2.02	£2.02

Allowance	Age of child				
	0 - 4	5 - 10	11 - 15	16	17
<b>Initial Clothing Allowance</b> In exceptional circumstances, e.g. a baby goes into care straight from hospital with no clothing or parents refuse to allow a child to have clothes. <a href="#">Claim: Receipts to be submitted by carer for agreed items &amp; Form FSC005 Payment Request to be completed by Social Worker then sent to ART, In-House Foster Care Payments</a>	£100.00				
<b>Religious Festival Payment <sup>B</sup></b> (*Paid automatically 3 weeks before Christmas to Main Foster Carer)	£75.00	£145.00	£200.00	£235	£235
<b>Birthday Gift <sup>B</sup></b> (Paid automatically 2 weeks before Birthday to Main Foster Carer)	£75.00	£145.00	£200.00	£235	£235
<b>18th Birthday Gift</b> For a looked after young person on their 18th Birthday. Payment Terms are discretionary and are dependent upon the young person's living arrangements. <a href="#">Claim: Form FSC005 Payment Request to be completed by Social Worker then sent to ART, In-House Foster Care Payments</a>	£250.00				

Skill Level	Weekly <sup>A</sup>
Level 1	£65.00
Level 2	£85.00
Level 3	£175.00
Enhanced Level 3	£510.00
Specialist	£515.70

Carers Respite/Holiday Pay <sup>C</sup>	Weekly <sup>A</sup>
Level 1 The amount is equivalent to 2 x weekly Skill Level Fees per year	£2.31
Level 2 The amount is equivalent to 2 x weekly Skill Level Fees per year	£3.08
Level 3 The amount is equivalent to 2 x weekly Skill Level Fees per year	£6.54
Enhanced Level 3 The amount is equivalent to 4 x weekly Skill Level Fees per year	£39.23
Specialist (as per contract terms)	TBC



<b>Retainer - Skill Level 3 <sup>D</sup></b>	<b>Weekly <sup>A</sup></b>
This would apply when a placement ends or if no placement has been made four weeks after approval. In the event of there being no children in placement, the main carer will receive a retainer for up to a maximum of 6 weeks per year.	£60.00

### **OTHER PAYMENTS**

<b>Day Care Provision between Foster Carers</b>	<b>Per Hour</b>
For the provision of day care for a looked after child with foster carers Per child Note: This excludes registered Childminders <a href="#">Claim: Form C10057/10.07 to be submitted by carer for day care provided</a>	£3.90

### **BACKGROUND INFORMATION**

<sup>A</sup> Payable per night pro rata whilst child placed. Placements which are for one night only, carers receive two nights payment.

<sup>B</sup> Birthday Gift and Religious Festival Gift payments are discretionary for immediate/emergency placements under Regulation 38.

Claim Form: FSC005 Payment Request to be completed by Social Worker then sent to ART, In-House Foster Care Payments

for payment to be made.

<sup>C</sup> Carers Respite/Holiday Pay is paid to main carers only and is pro rata as per the duration that a child is placed.

The Foster Allowance & Skill Level Fee will stop or will be recovered from the main carer for the period when the child goes

to respite.

<sup>D</sup> Retainer Skill Level 3 is not payable to Enhanced Level 3 or Respite Only Carers

\*Depending upon child's religion, the Religious Festival payment maybe paid at another time of the year

**Issued By: Access to Resources Team  
In-House Foster Care Payments  
Town Hall E3, Bournemouth  
BH2 6DY**

## **APPENDIX 6 - Members of the Fostering Team**

**Rubina Payne: Team Manager - appointed July 2015 (in the team since November 2009)**

**Nicki Redwood: Practice Manager (part-time - 26 hours) - appointed Oct 2000**

**Audrey Hunt: Supervising Social Worker - appointed Feb 2016 ( in the team since October 2011)**

**Ellie Smith: Supervising Social Worker (part-time - 18½ hours) - appointed Oct 2008**

**Barbara Winzberg: Supervising Social Worker - appointed Dec 2008**

**Jo Heaton: Supervising Social Worker (part-time 22 hrs) - appointed Nov. 2009**

**Susan Mbofana: Supervising Social Worker - appointed Jan 2011**

**Nicola Bratcher: Supervising Social Worker - appointed April 2013**

**Mitchelle Pfupa: Social Worker -appointed August 2015**

**Angela Murdoch: Social Worker- appointed August 2015**

**Maria Gonzales: Supervising Social Worker-appointed October 2015**

**Henrikie Werkentin: Supervising Social Worker-appointed November 2015**

**Toni Harkcom: Family Support Practitioner / Training & Development Officer -appointed November 2017**

**Luciana Wyber: Pane Administrator-appointed Feb 2015**

**Kylie Townsend: Administrator -appointed June 2016**