



Leeds Social Services

Adoption Implementation Plan 2006-2007

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Date: 1 April 2006

Date Agreed: XXXXXXXXXXXXXXXXXXXXX

Review Date: September 2006

Adoption Implementation Plan:

Introduction:

The Government's modernisation agenda has imposed stringent requirements upon local authorities regarding the way its services are planned, provided and monitored. Planning is the cornerstone of the performance management framework and a key process in ensuring we effectively meet the needs of our service users and provide high quality services. Social Services Planning Framework seeks to focus the work of the Department through the development of two plans:

- Level I – Strategic Plan;
- Level II – Implementation Plan.

The Implementation Plan:

Planning is often criticised for being distant from 'frontline reality'. The Implementation Plan is designed to be an 'active document' that details local actions for the achievement of key priorities. It underpins the Strategic Plans supporting the achievement of the Departments 'Shared Purpose' and Council Plan. The 'Implementation Plan' is a combination of Strategic and Local Service Priorities. Strategic priorities are the tasks that have been fed into the Implementation Plan from the Strategic Plan. Service Priorities are those which are local to each individual Service Area fed into the Implementation Plan and based upon: consultation; research; identified development opportunities undertaken by individual teams.

Area Analysis:

Services Provided:

The Adoption Service provides a recruitment , assessment, registration , support (Including post adoption),matching and training service to adopters and people who have been adopted.

It operates two adoption panels and a third is being considered.

It provides a home assessment service for people wising to adopt from abroad. A fee is charged for this service.

The section works in co-operation with the Family Placement service to provide adoptive placements for children with disabilities.

Structure:

The Chief Officer for children's services, Edwina Harrison is the ASSA and Departmental decision maker for the adoption panels.

The adoption section is currently located in the adoption and fostering section of the Children's Resources section.

Rodger Walker is the registered Manager of the Adoption service.

Two Team Managers, Val Hales and Sarah Johal manage the Adoption teams, which are divided up on a geographical basis.

Ownership:

This Implementation Plan must be owned by all staff within the Adoption Section. The Implementation Plan will be widely available to all staff and should link to the staff appraisal system where appropriate.

Documentation Management:

The Area Implementation Plan will be managed and updated by the Adoption Management Team.

Key Theme 1 : Be Healthy

						Six-Month Review	
Area for Development	Specific Actions	How will this be Monitored?	Target Date?	By Who?	Cost / Resources?	Comment	Ach.
1. Develop and implement an 'Adoption Strategy' in-line with performance targets and new adoption standards to improve speed and number of adoptions.	<ul style="list-style-type: none"> Increase output of approvals to 90. Prepare annual adoption training preparation plan. Second time adopters to access NCH training. Implement the post adoption action plan 	<p>Supervision and monitoring of the output of the staff concerned against set targets. Reviewed at ½ year stage by Team Managers</p> <p>Adoption Support Team Meetings and their report to the Resource Team Manager.</p>	March 07	Team Managers	£101,045	£1,127 per assessment x 90 = £101,045.	"
					£5,000	12 preparation courses.	
			June 2007	Adoption Support Manager	£77,086		
1.1 Develop placement for children with uncertain development	<ul style="list-style-type: none"> Consider concurrent planning Info. sheet for adopters re: uncertain development Closer liaison /planning with family placement Devise recruitment plan for this group of children 	C&F + Annual Report.	January 2007	Margaret Orchard & Stuart Wilson & Team Managers		To be costed 06 – 07.	
1.2 Further develop placement choice for BME children through the use of 2 specialist posts.	<ul style="list-style-type: none"> Develop family finding eg brochure info on specific children (e.g.BME), To assess 14 (15% of 90 assessments) adopters for BME children 	Children & Families mtgs. Annual Report	June 2006	A&P Team	"		
		C & F's and annual report	January 2007	Management Team			

						Six-Month Review	
Area for Development	Specific Actions	How will this be Monitored?	Target Date?	By Who?	Cost / Resources?	Comment	Ach.
1.3. Creation of a third adoption panel to improve throughput.	<ul style="list-style-type: none"> Discussion with health re: funding of medical advisor 	F&A Management Team and Adoption Panels.		Head of Children's Services	£6,440	Additional funding required for medical advisor. Business case to be put to Health.	

Key Theme 2 : Stay Safe

						Six-Month Review	
Area for Development	Specific Actions	How will this be Monitored?	Target Date?	By Who?	Cost / Resources?	Comment	Ach.
Ensure that all staff receive training and refresher training in Child Protection as appropriate.	<ul style="list-style-type: none"> Team Managers to check staff training portfolios 	Supervision and appraisal.	On-going	Team Managers			
Post approval for training for adopters	<ul style="list-style-type: none"> NCH course – Caring for SA Children. Parenting strategies. Piece of Cake. 	Collation of attendance figures.		Team Manager Adoptions	Adoption support grant.		
Develop safe care planning with adopters	Safe care plan to be included in Form F assessment to panel	Adoption Panel		Panel members & agency advisor to panel			

Key Theme 3 : Enjoy and Achieve

						Six-Month Review	
Area for Development	Specific Actions	How will this be Monitored?	Target Date?	By Who?	Cost / Resources?	Comment	Ach.
Further develop post-adoption support and Special Guardianship support.	<p>Implement post adoption support action plan.</p> <p>Construct SGO Plan once initial proposals agreed.To consult with fostering and adoption support for resource sharing</p>	<p>Six monthly development day with team.</p> <p>6 monthly reviews</p>	<p>On-going</p> <p>May 06</p>	<p>Head of Children's Resources</p> <p>Louise Barnett/Sarah Johal</p>	Funded through adoption support grant		
Develop educational support for adopted child	<ul style="list-style-type: none"> • See A S Plan. • Liaison with Education co-ordinator for LAC 	Annual Review	On-going	Team Manager adoption support	Staff time		

Key Theme 4 : Make a Positive Contribution

						Six-Month Review	
Area for Development	Specific Actions	How will this be Monitored?	Target Date?	By Who?	Cost / Resources?	Comment	Ach.
Further develop the partnership with "After Adoption Yorkshire".	<ul style="list-style-type: none"> Expand and improve services for birth parents, (counselling). 	Partnership meetings.	On-going	Head of Children's Resources and Team Manager.	Contract with AAY £46,000	Costs likely to increase as this work develops. Possible charging policy	
	<ul style="list-style-type: none"> Develop intermediary services. 	" "	On-going		Contract with AAY		
	<ul style="list-style-type: none"> Seminar / training events for staff and adopters. 	" "	On-going	" "	Adoption support grant		
Develop the partnership with Barnardos to provide supported lodgings for adopted young people	<ul style="list-style-type: none"> Implement contract with Barnardos to ensure the provision of service 	Partnership meetings	On-going	Team Manager	Adoption support grant £43,000		
Participation of adopters in matching process at an early stage	Arrange adoption profile information evening for adopters.	Evaluate post date	July or Sept 06	Team Managers Adoption & Stuart Wilson			
Continue to develop partnership with CAMHS	See adoption support plan	Review through ASP		Team Manager Adoption Support			

Key Theme 5 : Social Inclusion

						Six-Month Review	
Area for Development	Specific Actions	How will this be Monitored?	Target Date?	By Who?	Cost / Resources?	Comment	Ach.
Develop and promote the adoption opportunities amongst all ethnic groups.	<ul style="list-style-type: none"> Joint working between recruitment officer and specialist F&A Officer to target BME groups through advertising, publicity etc. 	Supervision and appraisal	Ongoing	Team Managers			
Provide support for adopted children in the education system.	<ul style="list-style-type: none"> Advice and information to be provided for teachers and governors. 	Inter agency adoption support forum Adopters support group	Ongoing	Education Support Co-ordinator and Adoption Support Team	Staff time for cases Staff training time		
Provide appropriate placement and support for children with disabilities	<ul style="list-style-type: none"> Family Placement to identify and assess suitable families. In conjunction with AST provide a range of support services for children with disabilities. 	Recruitment strategy	Jan 07	Team Managers			
Develop support services for minority groups	Set AS group for men and single adopters	:Liaison with adoption & family placement managers ASTeam	Nov 06 November 06	Team Managers Adoption Support Team	Staff time		

Key Theme 6 : Achieve Economic Well-being

						Six-Month Review	
Area for Development	Specific Actions	How will this be Monitored?	Target Date?	By Who?	Cost / Resources?	Comment	Ach.
Develop post-adoption support to include adopted children and adults.	<ul style="list-style-type: none"> Implement post adoption plans. 	Supervision	Ongoing	Resource Team Manager			
Continue to develop and provide schedule 2 and intermediary services for adopted people.	<ul style="list-style-type: none"> Implement ACA regs. Liaise with AAY re SLA intermediary services 		June 2006		Contract with AAY	Likely to see increased costs with growth in this provision.	

Key Theme 7 : Workforce Development

						Six-Month Review	
Area for Development	Specific Actions	How will this be Monitored?	Target Date?	By Who?	Cost / Resources?	Comment	Ach.
Appraisals	Ensure all staff have an annual appraisal.	Annually by Resource Manager	March 07				
Continuing professional development.	<ul style="list-style-type: none"> • Ensure staff access appropriate training to improve practice and service. • Joint working with other agencies (eg Adoption Clinic). 				<ul style="list-style-type: none"> • Short course budget. • Adoption support budget. 		

Key Theme 8 : Quality Assurance and Monitoring

						Six-Month Review	
Area for Development	Specific Actions	How will this be Monitored?	Target Date?	By Who?	Cost / Resources?	Comment	Ach.
Ensure the effective and pro-active management of Compliments and Complaints	<ul style="list-style-type: none"> Ensure that staff report the compliments which they receive from Adopters. 	Reports to be to be requested six-monthly from the Complaints Section	March 07	Complaints Section			
Ensure that the Adoption Service meets the National Minimum Standards for Adoption Service and Adoption Support Service	<ul style="list-style-type: none"> Review Minimum Standards Action Plan. Action audit and develop plan for Adoption Support Minimum Standards. 	Management development days	On-going March July 2006	Management team			
Ensure ACA implementation complete	Review project board recommendations.	Reconvened project Board	Sept 06	Team Managers adoption with Lynne Buckle			
Monitor adoption panel activity and performance.	<p>Annual report (inc. statistical information)</p> <p>Annual review of panel members</p> <p>All reports checked by team managers children & adoption.</p>	<p>Report to executive committee</p> <p>Panel feedback</p>	<p>May 2006</p> <p>December 2006 ongoing</p>	<p>Team Managers adoption</p> <p>Chair of Panel Panel members</p>			

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