

## Appendix 2: Adoption Inspection Action Plan - DRAFT

Theme	Ref	Issue raised	Sub ref	Action	Timescale	Responsibility	Progress (RAG)
<b>RECOMMENDATIONS</b>							
Leadership & Management : User engagement	R1	Continue to develop ways of using the wishes, feelings and views of children to monitor and develop the service (NMS 1.6)	R1.1	Establish an Older Children's Group	July 13	Children's Involvement Working Group	
			R1.2	Establish a formal mechanism for capturing children's views at key points in the process (Children's Guide, Adoption Parties, Life Story Work) which is then collated and analysed	September 13	S Lough	
			R1.3	Use Viewpoint to capture and analyse the views of older children placed for adoption	September 13	S Lough	
			R1.4	Establish a mechanism for collating the views of young people as captured by IROs, so that this can be analysed	September 13	K Hall	
Outcomes	R2	Ensure children have prompt access to specialist services, with particular reference to psychological services (NMS 5.4)	R2.1	Hold discussions with CAMHS	June 13	S Lough	
			R2.2	Further actions to be identified after these discussions have taken place			
Leadership & Management : Adoption scorecard	R3	Continue to improve on adhering to timescales, particularly in addressing the child's need for a permanent home and making a permanence plan at the four month review ( <i>Adoption and Children Act 2002 Statutory Guidance paragraph 2.2</i> )	R3.1	Undertake Outcomes UK (Core Assets) Challenge in the w/c 22 April 2013 and respond to the findings	April 13 – March 14	M Boustead	
			R3.2	Shorten timescales for going to external adopters from 3 months to 1 month	May 13	M Boustead / J Parkin	
			R3.3	Review the delegation of funding for family finding	September 13	M Boustead / S Lough	
			R3.4	Resolve issues around the advertising budget for prospective adopters for specific children	July 13	M Boustead / Comms.	
			R3.5	Appoint an officer to the temporary family finding post (AIG funded for 1 year)	July 13	M Boustead / J Parkin	
			R3.6	Continue to strengthen Permanence Monitoring Group	March 14	S Lough	
			R3.7	Continue to strengthen early planning: <ul style="list-style-type: none"> <li>Effectiveness of assessments</li> <li>Purposeful use of PLO</li> <li>2 reviews to be the standard</li> <li>IRO scrutiny</li> <li>Timeliness of referrals to the permanence team</li> </ul>	March 14	D Moore / H Bagley / S Lough / K Hall	
			R3.8	Undertake training with CP Teams around permanence planning and processes involved, looking at the timeliness	September 13	S Lough / R Pickering	

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<b>POTENTIAL AREA FOR DEVELOPMENT</b>							
Outcomes	<b>A1</b>	To consider the inclusion of adopted children within education policies (i.e. within the scope of the virtual school).	A1.1	Ensure that adopted children are included within the policies and protocols of the virtual school as and when each are updated.	Ongoing	D Shearsmith	
Quality of service	<b>A2</b>	To consider the use of Life Appreciation Days for a wider range of children.	A2.1	Review whether the necessary human resources are available from outside the service (e.g. admin support) to take this forward	March 14	S Lough	
	<b>A3</b>	To add Ofsted's contact details into the Children's Guide.	A3.1	Add Ofsted's contact details into the Children's Guide	February 13	A Boucher / L Strother	<b>COMPLETE</b>
Leadership & Management : User engagement	<b>A4</b>	To consider the introduction of a post Adoption evaluation for adopters (e.g. a post Adoption interview as part of the After Adoption Services' visit to reflect upon experiences).	A4.1	Develop a questionnaire to be sent to adopters at the end of the process (with a visit from a manager available upon request or where the need for follow up is identified)	October 13	J Parkin & Adoption Team	
			A4.2	Include adopters' comments in six monthly reports to Corporate Parenting Board	January 14	S Lough / J Parkin	
	<b>A5</b>	Continue to develop a birth fathers group	A5.1	Establish the requirement for a birth father's group by considering what is needed	September 13	J Parkin	
			A5.2	Develop service as required	March 14	J Parkin	
Leadership & Management	<b>A6</b>	To review whether the Panel Adviser role should be separated from the Team Manager role, to provide an extra layer of quality assurance and address management capacity issues.	A6.1	Secure funding for a Panel Adviser post	February / March 13	M Boustead	<b>COMPLETE</b> – AIG funding to be used.
			A6.2	Review what the duties of the Panel Adviser role could be (both statutory and non-statutory)	April 13	S Lough	
			A6.3	Recruit to the Panel Adviser post	September 13	J Parkin	