



Cornerstone
because foundations matter.

Statement of Purpose: Post Adoption Support 2018



Cornerstone

(North East)
Adoption and Fostering Service

The Fuse Box – 90 Coronation Street, Sunderland, SR1 2HE
Tel: 01915656423 Email: office@cornerstonenortheast.co.uk

Cornerstone (North East) Adoption and Fostering Service, trading as Cornerstone, is registered in England and Wales as a company limited by guarantee no: 5663749 and registered as a charity no: 1114213

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Review Matrix

Updated	Scheduled Review Date	Author	Approving Body	Date Approved	Reason	Ofsted notified
02 March 2014	02 March 2015	Jo Ferguson	Trustees	8 March 2014	Changes to RI, new GM	Yes
15 Sept 2014	15 Sept 2015	Pam Birtle	Trustees	20 Sept 2014	New office location	Yes
17 Oct 2014	17 Oct 2015	Pam Birtle	Trustees	8 Oct 2014	Changes to RI and Registered Manager	Yes
01 March 2015	01 March 2016	Pam Birtle	Trustees	9 March 2015	Update in line with new legislation	Yes
10 July 2015	10 July 2016	Pam Birtle	Trustees	15 June 2015	Personnel changes	Yes
9 Nov 2015	09 Nov 2016	PB & JL	Trustees	24 Nov 2015	Consistency	Yes
11 Jan 2016	11 Jan 2018	PB	Trustees	11 Jan 2016	Personnel changes	Yes
2018	2019	PB	Trustees	2018	New office location	Yes
21 st June 2018	June 2020	PB/JL	Trustees	July 2018	Scheduled review	NO

Introduction BRIEF HISTORY

Cornerstone was launched on 2 January 1999 as a “not for profit” voluntary fostering agency. Although the work grew, a change in legislation meant that the original Directors, who were themselves foster carers, could not continue both to foster through Cornerstone and to run the agency. Consequently, in April 2002, Cornerstone was handed over to CARE, (Christian Action Research and Education), a large national Christian charity, and became a project of CARE Fostering Services. In October 2005 the Trustees of CARE made the decision to leave the fostering field and on the 31 March 2006. Cornerstone NE was then established as an Independent Fostering and Post Adoption Support Agency specialising in offering permanent homes to children in the care of Local Authorities. One of the original Directors returned in 2014 as General Manager.

OPERATIONAL STATUS

Cornerstone is the trading name of Cornerstone (North East) Adoption and Fostering Service, a Christian agency and a company limited by guarantee (number: 5663749). The company was incorporated on 29 December 2005 in England and Wales and, following registration with CSCI as an Independent Fostering Agency on Friday 29 March, began trading as Cornerstone on Monday 3 April 2006. There are no conditions of registration.

Cornerstone was registered as a Charity on 16 May 2006 (number: 1114213) and registered as a Post Adoption Support Agency on 19 June 2006. The trading office is in Sunderland.

The conditions of registration were that Cornerstone:

- may provide adoption support services to children and adults; and
- may provide birth record counselling and intermediary services.

The General Manager (GM) is also the Post Adoption Support Manager and is accountable to the Responsible Individual (RI) for the running of this service. The Responsible Individual has considerable social work experience.

Currently the General Manager is Pam Birtle. Pam is directly accountable to the Trustee body, but Janet Lancefield provides general oversight of her work. Pam is also the Registered Manager of the Post-Adoption Support Service. In this role, she is professionally supervised by Janet Lancefield, who is the RI for Post Adoption Support.

Cornerstone’s governing documents specify that the charity will only recruit Christian staff, volunteers and carers. There is a Genuine Occupational Requirement on all posts.

Cornerstone has a set of standards and criteria that it regularly revises and updates to reflect changes in legislation, policy and good practice in order to ensure the effective provision of the fostering, post-adoption support, and other services offered to children and families.

Professional supervision and consultation is provided for the social work staff by appropriate qualified and experienced staff the numbers of which are sufficient for the effective provision of the services offered by Cornerstone. Training and personal development is mandatory in terms of HCPC compliance for social work staff and terms and conditions for other staff, all of whose needs are reviewed annually.

The agency has a clear training and support programme for foster carers which is shared with those who have subsequently adopted to maintain a sense of community in Cornerstone with shared experience and support. This is designed to meet their personal needs and to enhance their skills in looking after their children.

Contact Details

Currently the registered office is the only office (details as follows):

Cornerstone

The Fuse Box
90 Coronation Street
Sunderland
SR1 2HE
Tel: 0191 5656423
Email: office@cornerstonenortheast.co.uk

Registration Authorities

Cornerstone was registered with CSCI as a Post Adoption Support Agency on 19 June 2006 (Registration: SC066944)

On 1 April 2007, all responsibility for fostering and adoption was transferred from CSCI to Ofsted and a new certificate was issued on 13/8/2009.

Conditions of registration were as follows:

- Must display the certificate
- May provide adoption support services to children and adults
- May provide birth record counselling and intermediary services

All enquiries should be made to:

Ofsted

National Business Unit
Piccadilly Gate
Store Street
Manchester
M1 2WD

Tel: 0300 123 1231

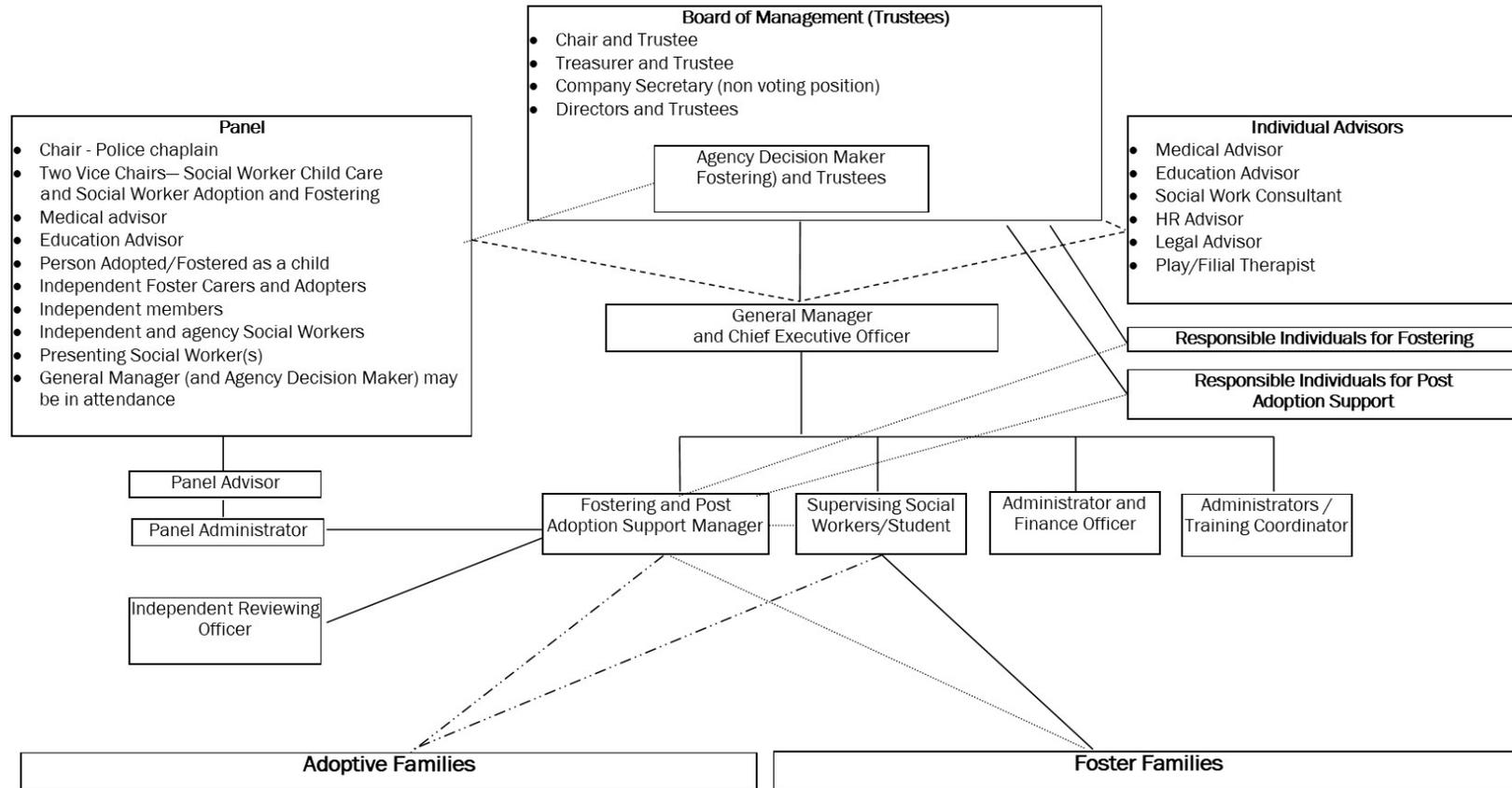
Email: enquiries@ofsted.gov.uk

Cornerstone's Aims for PAS.

1. To ensure that any child or young person placed with one of our foster carers who has subsequently been adopted, is cared for kindly, respectfully in a safe and caring environment by highly skilled and informed adults. This is to promote the best possible outcomes and empower, equip and support the child/young person to fulfilling their life's opportunities.
2. To comply with legal and regulatory requirements and placing the greatest importance on the safety and protection of children and young people.
3. To provide a service to previously looked after children, adopters and Local Authorities which values and respects the rich diversity of ethnicities, cultures, religions, sexual orientation and abilities within our societal context.
4. To form clusters of families in geographical regions who will operate as teams in delivering a high standard of care and to extend Cornerstone's reach into other regions of the United Kingdom for Fostering, Adoption and Post-Adoption Support Services, creating stronger links with other national Christian initiatives and local church partners
5. To provide post adoption support to Cornerstone families. Where it is in the best interests of the children, Cornerstone welcomes adoption and supports foster carers and the children through the process. In response to the demand from carer/parents, Cornerstone has developed post adoption support services, which includes training, support outings and an annual holiday for the families.
6. To register as a Voluntary Adoption Agency in 2018 to allow existing Foster Carers to become approved as adopters for children already in placement as well as to recruit couples who wish to provide permanence through Adoption directly or through the new Foster to Adopt route which requires applicants to be approved as both adopters and foster carers.

Management Structure

Cornerstone: Organisation Chart



KEY TO RELATIONSHIPS

- Accountability
- Supervisory
- Advisory
- Post Adoption Support

Council of Management (Trustees): Directors/Trustees including Company Secretary
Responsible Individual for Fostering: Christine Osman
Responsible Individual for Post Adoption Support: Janet Lancefield
Independent Reviewing Officer for Fostering: Janet Lancefield
General Manager, Fostering and Post-Adoption Support Manager: Pam Birtle
Contact Address: The Fuse Box, 90 Coronation Street, Sunderland, SR1 2HE

UPDATED: 7 Jan 2018

Current Staff 2018

Name	Position	Qualifications and Experience
Pamela Birtle	General Manager Accountability/ Supervision	Holds a Foundation Degree in Leadership and Management and has been a qualified social worker since 1980 and was the Founder of Cornerstone in 1999. She also holds a BA (hons) in Humanities. She has been a Foster Carer and Adopter for 20 years. Pam is directly accountable to the Trustee body as a whole and Janet Lancefield provides general oversight of her work
Pamela Birtle	Manager, Fostering and Post Adoption Support Supervision	See above Janet Lancefield, the Responsible Individual (Post Adoption Support), provides oversight and supervision in the running of the services.
Christine Osman	Responsible Individual for Fostering Supervision	Christine is a retired Health visitor and Play Therapist with over 30 years' professional experience. She has peer supervision with the RI for Post Adoption Support and is accountable to the ADM.
Janet Lancefield	Responsible Individual for Post Adoption Support and Independent Review Officer for Fostering Supervision	Janet is an HCPC registered Social Worker with over 30 years' social work experience. She has previously been a university lecturer and is now a Practice Educator. She has peer supervision with the RI for Fostering and is accountable to the ADM.
Linda Roets	Senior Social Worker Fostering Service and Post Adoption Support Supervision	She is a HCPC registered Social Worker with over 15 years of professional international experience. She has a Leadership Management qualification and is a qualified Play Therapist. She is also an adopter Pam Birtle is her supervisor.
Paul Richardson	Social Worker Supervision	He has qualified in 2004 and has many years of experience in adoption, he has previously worked for North Tyneside and Safe Families for Children. Pam Birtle is his supervisor.
Phil O'Neil	Administrator / Finance Officer Supervision	Phil has started in Cornerstone in April 2016. He has many years of experience in administration and finance in the private sector. Pam Birtle is his supervisor.
Réka Goodson	Administrator / Training Coordinator Supervision	MA in Communications and Public Relations (2003) BA in International Relations (2004) Réka is an Administrator and Training Coordinator. She has worked for Cornerstone since 2013. She speaks 4 languages. Pam Birtle is Réka's line manager.
Vacancy	Play Therapist and Children's Counsellor Accountability/ Supervision	The post holder is accountable to Pam Birtle for work at the Cornerstone office and will need to also receive independent supervision from a professionally qualified therapist.
Mary Schuch	Administrator Supervision	Mary has many years of secretarial and administrative experience in the private sector. She started in December 2016. She is also an adopter Pam Birtle is her supervisor.

Becky Anderson	Social Worker	Becky is an HCPC registered Social Worker with many years in Fostering and Adoption. Her main experience is in Safeguarding.
	Supervision	Pam Birtle is her line manager
Katy Wilson	Support Worker	She has years of experience as a Family Support Worker with Looked After Children and children with disabilities.
	Supervision	Paul is her supervisor.
Amy Calvert	Administrative Assistant	She is a student at Durham University. She is doing scanning and filing.
	Supervision	Pam is her supervisor.

Services & Facilities

Model of Care

Cornerstone seeks to provide homes to meet the needs of individual young people and sibling groups. The agency provides care in a family setting through a variety of care options.

Our aims and objectives allow for the needs of children and young people in the Looked After System to be met within the environment of stable and supportive families, who are themselves supported and enabled in their task.

Cornerstone provides a permanent “forever family”, whose commitment extends beyond the age of eighteen. Permanency may be provided through long term fostering or adoption. Many of the young people have benefited from the help of Cornerstone’s play therapist.

Once children and young people become part of a ‘Cornerstone family’, many of them want to be adopted. Where it is in the best interests of the children, Cornerstone welcomes adoption and supports foster carers and the children through the process. Having known Cornerstone well and fostered through them for several years, carer/parents want Cornerstone to continue supporting the family. Cornerstone has therefore developed post adoption support services, which include training, support, organising therapy for the children, and outings for the families.

Except for the statutory requirements, which must be met, no distinction is made in service provision for Cornerstone carer/parents. Cornerstone offers ongoing personalised support and training to all carer/parents, adopters and children. This extends beyond our statutory duty and throughout the lifespan of the children into adulthood. This also applies to invitations to all activities and outings.

Each young person has their own ‘Children and Young Person’s Guide’ and they are encouraged to feed back their comments to the agency. Questionnaires are circulated to young people and to carers to ascertain their views, age appropriately. We adopt a range of methods to seek consultation with the children and young people regarding their wishes be that verbal, written or through electronic means.

Respect and recognition is given to the importance of all aspects of equality and diversity including ethnic origin, cultural background, religion and language, gender and sexual orientation of the young person, their families and the carers. Consideration is given to any disability of the young person being cared for, so that individual needs are met in every placement.

Continuity and consistency of training has a high priority, as a means of supporting the carers and staff in order to enable them to meet the needs of the young people. Whilst recognising that this is not a requirement for adoptive parents it is promoted and encouraged.

We place great importance on safeguarding any child placed through our agency. To this end we ensure that our carers are trained in all aspects of safeguarding vulnerable groups and their role and responsibilities in respect of this. Our Supervision and/or support of carers reflects this priority and monitoring their practice in this area is of paramount importance to us.

Adopted adults will have their adoptive identity safeguarded and the right to decide whether to be involved in contact or communication with birth family members.

Adoption is an evolving life-long process for all those involved - adopted adults, and birth and adoptive relatives. The fundamental issues raised by adoption may reverberate and resurface at different times and stages throughout an individual’s life. Whether Cornerstone has a formal adoption support package or not, the agency has and will always provide help and support to adopted children and parents. Numerous examples are part of our story including the ongoing professional and peer support which our families tell us they value highly.

Adopted people should have access to information and services to enable them to address adoption related matters throughout their life and Cornerstone will facilitate this through our specially trained staff members.

Statement of Principles

1. All children have a right to some experience of positive family life and values, thus encouraging a sense of belonging and identity which will be of benefit to them in moving more successfully into adulthood. Children have a right to be safe and to experience a home life where their physical, emotional and psychological needs are fully met.
2. All children placed, for whom the plan is permanence (whether through fostering or adoption), shall expect to be regarded as a family member with all the relational rights and privileges of a family member beyond the age of leaving care.
3. Every child should have the right: to be listened to; to have their wishes and feelings taken into account; to have an enjoyable childhood; and to benefit from education and a wide range of opportunities to develop their skills and talents.
4. Each individual family shall be free to function as is natural to them and shall not be subject to unnecessary interference on the part of Cornerstone, whilst acknowledging that each family is accountable to the agency for carrying out their duties in accordance with legislation and Cornerstone principles.
5. Cornerstone is a Christian agency and therefore all families are aware of and in sympathy with the ethos and values of the organisation. In accordance with the Children Act 1989, Cornerstone is committed to the spiritual, emotional, and physical development of each individual young person. We are respectful of their right to follow the faith of their adoptive family, any other or no faith.
6. The skills and knowledge and services of a wide range of professional and lay people shall be drawn upon to ensure that each child reaches their potential, as far as they are able, and that families are adequately resourced and equipped in their task.
7. Cornerstone believes in continuous development. Annual consultations with adopters and staff appraisals are partly used as a tool to look at future training and development needs.
8. Cornerstone will operate according to the statutory responsibilities of a childcare organisation as defined by the 1989 Children Act; The Adoption and Children Act 2002 and The Adoption and Children Act 2006; the Care Standards Act 2000; the National Minimum Standards 2014 for Adoption and for Fostering and the Children and Families Act 2014; Adoption Support Agencies (England) and Adoption Agencies (Misc. amendments) Regulations 2005 and the associated Regulations and Guidance.
9. Children will be encouraged to give their views from time to time. Although it is not always possible to act upon children's wishes, children should always know they have been taken seriously and the reasons for their views not being accepted will be given and explained in a way that they can understand.
10. Children have a right to independent advice and support. The Children's Guide, which every child is given, contains details of how a child can obtain help from someone independent whom they can contact directly and in private.
11. The child's welfare, safety and needs are at the centre of their care. In agreement with their parents we will seek to monitor development to ensure that each child is reaching his/her potential.
12. Each child should be:
 - encouraged and supported where appropriate in maintaining constructive contact with birth family, friends and everyone who has played a significant part in their life. Together with Life Story work, contact will help to promote a child's identity;
 - able to enjoy a wide range of opportunities to develop their skills and talents;
 - encouraged to take responsibility for their own behaviour and actions in a way that is appropriate to their age and ability;

- helped to develop the skills needed to make and sustain friendships;
- supported if they encounter discrimination or bullying; and
- encouraged to exercise choice and gradually be prepared to become as independent as they are able, as they move into adulthood.

Assessment of Needs

Background

- Many families feel that they want to continue to be supported by Cornerstone post adoption. Cornerstone will provide a post adoption support service to all Cornerstone families whose placements have transitioned from fostering to adoption.
- If the Local Authority agrees, Cornerstone will then enter into a contract with the Local Authority to provide post adoption support.
- For families for whom an assessment of needs for child(ren) and adopters was undertaken by the placing Local Authority, a copy of the assessment will be requested.
- Where Cornerstone is officially asked to provide post adoption support, Cornerstone will make a further assessment of need, which will be used to inform the support provided to the family.
- Adopters receive written information about the service, what it is designed to achieve, what is involved in the particular provision and how it will be monitored to ensure that it is delivering the intended outcome. This is in the form of the Adoption Support Plan.
- Cornerstone will assist adopters through liaison with education and health services as appropriate.
- Where the LA has not already discussed these matters with the adopters when drawing up the adoption support package, Cornerstone will signpost to relevant agencies regarding tax credits and welfare benefits which are available to them, and on employment rights to statutory adoption leave and pay.
- Where services are commissioned by the LA, a three-way working relationship is developed between the LA, Cornerstone and the adopters, to most effectively meet the needs of the adopters and their family.
- Feedback will also be sought from the adopters and where agreed, an annual report will be given to the placing LA together with the annual review of the Assessment of Need document.
- For any Cornerstone family (adopters or foster carer) Cornerstone will continue to provide informal support for as long as the parents or children feel they need the help.

Assessment of needs

- Cornerstone has a duty to ensure that all post adoption support services provided are appropriate to each person involved and in line with an assessment of needs.
- Families will know what specific services will be provided, based on this assessment.
- Where services cannot be provided 'in house' the adoptive family will be referred to another agency/service which can meet the identified need.
- Cornerstone has been successful in assisting families to access therapeutic services funded by the current round of the **Adoption Support Fund** and will continue to do so.
- All families have a named worker and therapy can be accessed for any young people including birth children as appropriate.

The Assessment Framework

- Reports should give a full picture of the family, the needs of individuals within the family unit and Cornerstone's work with them/intervention to meet any specified needs.
- All decisions, and the reasons for them should be accurately recorded in the case records, which are monitored by the manager.

1. The Children

The assessment of needs in the case of each child will be based on the outcomes considered essential to their well-being in both childhood and later life and will be reflected in their care plan and risk assessments prior to their adoption.

2. Adoptive Parents (and other family members if applicable)

- An assessment of the needs of adoptive parents, and all other family members as applicable, will be undertaken and services will be provided accordingly.
- By the time the children are adopted, parents often express feelings of 'wanting to normalise family life'. In general, therefore, adopters say that they are relieved that they no longer have supervision visits, statutory visits from children's social workers, LAC Reviews etc. Some Cornerstone families therefore do not want regular, routine monthly visits from a Cornerstone social worker. Cornerstone will listen to the wishes of the family and provide a tailored package of support to each individual member.
- Adoptive parents' main desire is to see their child(ren) progress in all areas of their lives. Their main concern is to be able to access any help they need. Thus, for some families, regular visits remain an important source of support, whilst others prefer to contact their social worker and ask for visits when they feel they need help and support.
- Adopters unanimously say that they value the support offered through Cornerstone's support groups, training sessions and/or the activities and family outings. Experience suggests that these become less significant as time goes by.
- The needs of adopters and children change over the years. In the case of post adoption support packages, Cornerstone reviews the need for continuing post adoption support on an annual basis.

Services

Our aims and objectives allow for the needs of children and young people to be met within the environment of stable and supportive families, who are themselves supported and enabled in their task.

Our objective is to meet each child's personal, social, health and educational needs and to achieve this by helping adopters by offering training and support visits.

Cornerstone provides the following services for all adoptive families:

1. Family support will be provided by Cornerstone from a qualified social worker in addition to that given by the placing Local Authority. Moreover, informal support, training and advice are available from the Cornerstone team at any time.
2. All adopters have access to 24-hour emergency cover, for 365 days of the year.
3. Ongoing training will be offered by Cornerstone to all adopters through the planning and delivery of tailored packages, taking into account current qualifications and skills.
4. Cornerstone will operate services according to the statutory responsibilities of a childcare organisation as defined by the 1989 Children Act; The Adoption and Children Acts 2002 and 2006; the Care Standards Act 2000, Fostering National Minimum Standards 2011, Adoption National Minimum Standards 2011 and associated regulations and guidance and relevant aspects of the Children and Families Act 2014.
5. An assessment of the needs of adoptive parents, and all other family members as applicable, will be undertaken and services will be provided accordingly.
6. The needs of the children are met 'in house' where possible but outside agencies are used if their services are more appropriate, or where Cornerstone cannot meet the needs.
7. The frequency of support visits varies as adopters individually decide on the type and frequency of the support they would find most helpful;

8. Support in relation to contact, in particular helping parents to comply with agreed contact arrangements and helping them to manage any difficult emotional or other issues they may have because of contact. In so doing, full account will be taken of the child's age and level of understanding, and the individual capacities of all other parties.
9. Adopters will be offered training on unauthorised contact and the potential dangers of online social networks and will be supported in these areas.
10. Cornerstone maintains records on children previously fostered and subsequently adopted in line with General Data Protection Regulations 2018. We are aware that over time, professional knowledge and case records might not be readily available and on this basis, Cornerstone will continue to keep records to assist adopted adults in potential search and reunion.
11. Adopted adults approaching Cornerstone for information will be advised to contact their placing local authority if their adoption occurred beyond 2005. Based on relationship and at their request, Cornerstone will offer help and support to them to seek information in relation to their adoption.
12. Birth records counselling will be given to all young people adopted by previous Cornerstone foster carers to understand the possible effects on them and their family of the outcome of their search.
13. Information about the **Adoption Contact Register** and how to register a wish for contact or no contact; and about absolute and qualified vetoes and the potential benefits and disadvantages of registering a veto can be provided on request.
14. NMS 2014 16.2 states: 'The applicant is met and their identity verified before any information is disclosed to them, contact facilitated; or a veto is registered'. No information will be disclosed before formal checks are made.
15. Because all Cornerstone adopted children have been in care of the LA, it will have been the role of the LA to counsel birth relatives before the adoption and, as appropriate, to stay in touch with relatives afterwards, possibly including the provision of a post box system. Therefore, if Cornerstone is approached by an adopted young person over 18 years of age for information the agency will liaise with the LA. A timescale for responding to an enquiry will be agreed.

Compliments, Comments and Complaints

We want to encourage feedback from young people, their parents and anyone else working with the family (Social Services, Health, Education, etc.), to enable us to provide the best service we can. We expect that there will be ongoing conversations between Cornerstone and these groups in the normal course of work. It is likely that there will be comments that encourage the good service that is provided and also suggestions for improvement. We need both.

Cornerstone values everyone. Our aim is to listen to and attempt to resolve problems and difficulties in an atmosphere of mutual care and respect. The children and young people are our primary focus and concern. Everyone in the family is encouraged to speak to their named social worker if there is anything worrying them.

All children and young people and all adopters are made aware of the complaints procedure in their handbooks/guides. The complaints procedure is in the 'Children and Young Person's Guide' which is age appropriate and identifies clearly what to do in the case of a complaint.

In the event of a complaint being made by a young person or an adopter, it will be taken seriously and addressed as a matter of urgency. The Manager will ensure that the complainant is safeguarded from any reprisals.

We want everyone to be satisfied with our service. However, if anyone is feeling dissatisfied with any aspect of Cornerstone, attempts should be made as soon as possible to resolve the issue in an informal way. It is not intended that all problems that arise in day to day childcare should be elevated to the status of a complaint. A matter that is promptly resolved to everyone's satisfaction, when drawn to the attention of a member of the Cornerstone team, is not something that requires referral to the formal complaints procedure.

This procedure is to provide a framework for handling complaints that have not been sorted out by discussion. All complaints to be dealt with under this procedure are to be presented formally, in

writing. The complaint will be logged in the 'Complaints Book' which is located in the registered office.

The formal complaint should be put in writing to the General Manager, who will respond within 14 days.

If the matter is not resolved, or if a complaint involves Cornerstone's General Manager, then a report should be made direct to Cornerstone's Responsible Individual, Janet Lancefield. She will investigate and respond within 14 days.

If the matter remains unresolved or if a complaint involves Cornerstone's Responsible Individual, then a report should be made direct to the Chair of Trustees, who will make any further enquiries that are necessary and reply in writing within 28 days.

If the issue is still not resolved, the complainant may put the complaint in writing for review by the Board of Trustees, which can be contacted via the Cornerstone office. The Board will make any further enquiries that are necessary and reply in writing within 28 days.

If the complainant is dissatisfied with the outcome of the complaint, they may then refer to the original placing Local Authority and/or contact Ofsted directly.

No person subject to a complaint will take part in its consideration (other than at the informal stage where that is considered appropriate by the registered person).

Time limits may be altered by mutual agreement. Written records will be kept.

Notifications

The Manager/R.I will notify within 24 hours, persons and appropriate authorities of the occurrence of significant events in accordance with regulations contained in the Voluntary Adoption Agencies and the Adoption Agencies (Miscellaneous Amendments) Regulations 2003 Regulation 19 and The Adoption Support Agencies (England) and Adoption Agencies (Miscellaneous Amendments) Regulations 2005 Regulation 24

A written record is kept which includes details of the action taken, and the outcome of any action or investigation, following any notifiable event.

Monitoring and Evaluation of the Service

- Cornerstone uses a variety of monitoring forms, for example: Events and Notifications - Schedule 4 Post Adoption Support (Reg 24(1)) that are completed by the Manager and signed by the Responsible Individual every month.
- The service to adoptive families is monitored by the Manager against the assessment of needs, thus ensuring that adopters and young people receive the best possible service
- The assessment is reviewed annually, or earlier if needed, and a record of the conclusion of the review kept.
- Records are kept securely. Records both inform and protect the vital interests of the child, of the adopters, staff and anyone else who is involved with the care of the child.
- All policies, the Assessment of Needs, the Statement of Purpose, the Children's Guides, and the Children's and Young Person's Guide, are reviewed regularly and are changed as required.
- Participants are asked to complete an evaluation form for training sessions. Feedback is used to inform future programmes. The forms are also used to ascertain future training needs. Attendance is monitored
- Questionnaires are given to 'Cornerstone children' (adopted and birth) and to adopters to ascertain views on outings/activities, as well as the service in general.
- Monthly supervision of staff is recorded and implementation of action is monitored.

Policies

Cornerstone has all the policies required by legislation. They are reviewed bi-annually or more frequently as required and the latest copy is available to adoptive families.

Consultation

Where a formal Post Adoption Support service is provided, links are retained with the original placing authority and written annual reports are submitted, following consultation with the adopters. The service provided is evaluated annually; the assessment of need is reviewed; and any additional needs of the adopters or the children are identified, and measures are put in place to meet the needs.

Post Adoption Support is only provided to existing Cornerstone families. Any family who has fostered (and then adopted) with Cornerstone can access support and training and Cornerstone maintains links where possible with all who have either fostered or adopted through the agency.

Pam Birtle

June 2018



Janet Lancefield

