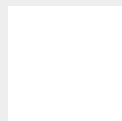
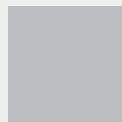
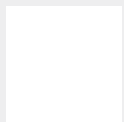
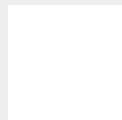
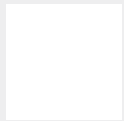
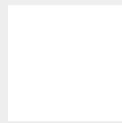
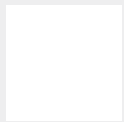
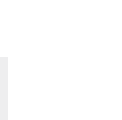
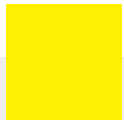




Statement of Purpose



CAPITAL CARE
& FOSTER LTD



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Introduction

This document sets out the Statement of Purpose of Capital Care and Foster Ltd.

It relates to the UK wide operations of CCF as an Independent Fostering Agency.

The CCF Statement of Purpose provides a range of information which is intended for a wide audience including:

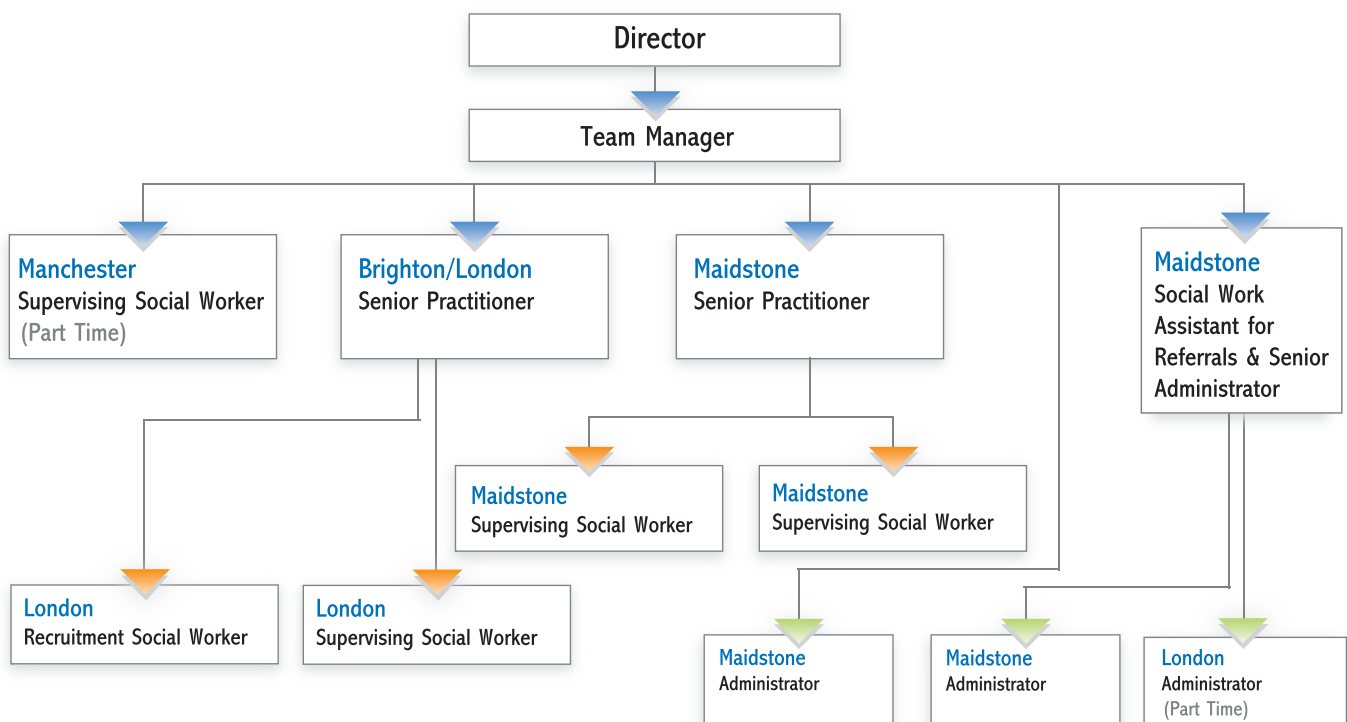
- Capital Care and Foster Ltd Staff
- Foster carers and prospective foster carers
- Children and young people who are placed with CCF foster carers
- The families of children and young people placed with CCF foster carers
- Local Authorities / Health and Social Services Trusts – who place, or are considering placing, children and young people with CCF foster carers
- Colleagues from other Social Care Agencies
- General public

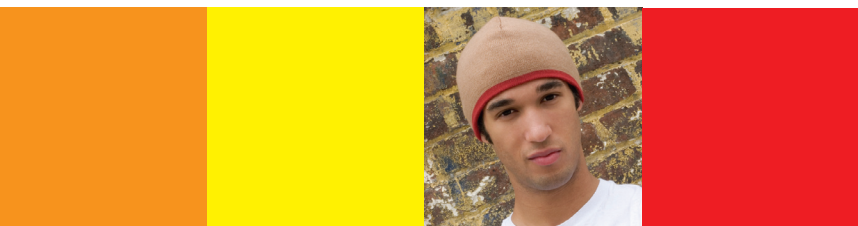
Capital Care and Foster Ltd aims to meet the requirements arising from:

- The Care Standards Act 2000
- The Fostering Services Regulations (England 2002; Wales 2003)
- The National Minimum Standards for Fostering Services (England and Wales)

The Statement of Purpose is reviewed and updated annually by the CCF board of directors and more frequently as necessary by CCF regional offices in respect of the local information (inserts)

Capital Care and Foster Ltd Chart





1. Aims and Objectives of CCF

'Quality Care in a Family Setting'

Capital Care and Foster Ltd (CCF) is a UK wide organisation offering high quality family placements, at a local level, to children and young people who are 'looked after' by Local Authorities / Health and Social Services Trusts. CCF provides opportunities for 'looked after' children and young people to achieve their full potential and to live fulfilling lives in the community.

CCF focuses on providing a service to children and young people.

In addition to our core business, by utilising our extensive network of locally based resources and multi-discipline teams of child care professionals, CCF offers a diverse range of 'bespoke' service provision in the wider arena of family placement and support services to children and their families. Options include block contracts and/or spot purchased service solutions tailored to the needs of individual children/young people, or groups, referred by local authorities/ Health and Social Services Trusts or other commissioning bodies.

CCF aims to provide

- High quality care in a family setting for children and young people who are placed with CCF foster carers
- A commitment to a child/young person centred approach
- Stability in lives of children and young people to enable them to fulfil their potential
- Respect for and promotion of the racial, cultural, religious and linguistic backgrounds of children and young people
- Consideration for the gender, sexuality, disability of fostered children and young people when making placement decisions
- A commitment to the recruitment of foster carers from diverse backgrounds so that CCF can offer appropriate placements for children and young people
- 24 hour support for foster carers and children/young people
- An inclusive partnership based approach which embraces children and young people, their families, foster carers, Local Authority/Health and Social Services Trust and other agency colleagues
- A workforce of managers, practitioners and support staff who are appropriately qualified, and experienced, registered with their professional regulatory councils, and supported in continuous professional development
- A commitment to the ongoing learning and training of foster carers, including NVQ Health and Social Care (Children and Young People) level 3
- A community based service
- Continuous improvement of services, offered to stake holder

2. Status & Constitution

CCF, an independent fostering agency, is a private limited company registered under the Companies Act 1985.



In accordance with the Companies Act 1985 and 1989, CCF has produced a Memorandum of Association and Articles of Association and copies of these have been made available to the government commissions which regulate independent fostering agencies throughout the UK.

CCF has been trading since 1995, and has been regularly inspected by the Commission for Social Care and Inspection. The report of this inspection is readily available on the CSCI web site. CCF is approved by Pan London and the North West consortium.

The CCF board of directors meet regularly, usually every two months, and is responsible for determining:

- The agency's vision and mission
- The values to be promoted throughout CCF
- The strategic direction and goals for CCF and how these can be achieved
- The annual business plan
- Make financial expenditure decisions
- The effectiveness of agency business plans, strategies and policies

and, in doing this, must fulfil the statutory duties and responsibilities (of Directors of a registered company), which are constantly changing and being extended.

3. Recruitment and Approval/Appointment Process for Foster Carers

- On receiving an enquiry from (a) potential foster carer(s), CCF requests basic information and forwards literature giving details about the work of the agency
- An initial screening interview takes place in the home of the prospective foster carer(s) by a CCF Social Worker
- The potential foster carer(s) complete(s) an application form, giving detailed information about them and their family and consent for CCF to complete necessary checks and enquiries to ascertain their suitability to foster. These include:
 - Verification of identity and personal history
 - Criminal Records Bureau (CRB/ Disclosure Scotland) checks on all adult members of the family. These involve disclosure of information about any criminal convictions or cautions and other information which may be held by Police or Government Agencies relevant to the protection of children
 - Enquiries to: Social Services Departments and their Child Protection registers and other agencies (e.g. NSPCC, probation), where appropriate
- The applicant(s) is/are required to have a medical examination completed by their GP and the report is made available to CCF's Agency Medical Advisor for his/her comments about the applicants' health and any impact on fostering potential
- The applicant(s) is/are asked to identify at least three personal referees who will provide written references and be interviewed as part of the assessment process.
- A qualified Social Worker carries out a full assessment. She/he visits the applicants' home, generally on 6-8 occasions, to meet and collect information about all members of the household and the applicants' experience and skills in relation to fostering
- The information obtained forms the basis of an assessment report. CCF uses the Form F1 competence based format published by the British Association for Adoption and Fostering (BAAF)
- Initial training is provided which covers the responsibilities of being a foster carer and working with CCF. All prospective foster

carers must attend this training which follows the Fostering Network's 'Skills to Foster' model. This training also provides part of the assessment

- During the assessment process applicant(s) will be helped to compile a portfolio of written material giving examples of relevant experience and skills, forming the competence element of the assessment
- The content of the Form F assessment, except for the confidential references, are shared with the applicant(s) and then presented to a CCF Fostering Panel
- To assist in the decision making process, applicants have to attend the Panel meeting
- The Panel makes recommendations about the suitability of applicant(s) to be approved/appointed as (a) foster carer(s) with Capital Care and Foster Ltd
- A CCF Director receives the recommendation of the Fostering Panel and, on behalf of the agency, makes the final decision about approval/appointment
- Applicants are informed verbally and in writing about the agency's decision

The assessment process takes 4-6 months on average and every effort is made to ensure there is no avoidable delay. All information obtained about prospective foster carers is held on file. On request some of this can be viewed. References from external agencies (Police, Social Services, Medical) and personal references, which are provided in confidence, cannot be accessed without the consent of both the subject and relevant referee(s).

Capital Care and Foster Ltd has the web address www.totalfostering.com to promote itself

Training Provided for Foster Carers

It is recognised that fostering has become increasingly demanding and complex. CCF is committed to providing good quality training that is accessible and relevant to all our foster carers. Training is viewed as an important element of CCF's support to foster carers. Comprehensive pre approval/appointment training is provided. This is based on the Fostering Network's 'Skills to Foster' model.

Training is provided to:

- Enable foster carers to become better at doing their job
- Improve knowledge, develop and refine skills
- Establish an explicit, positive framework of values, which promotes equality of opportunity
- Encourage foster carers to reflect and look at the effects of discrimination in all parts of the community, recognising that they care for children in the context of a wider society, and that for many children discrimination is a fact of everyday life
- Ensure that all foster carers remain competent and confident in safe caring and in protecting children from harm
- Encourage foster carers to take responsibility for their own professional development through the creation of individual training profiles

National Vocational Qualification (NVQ) Health and Social Care (Children and Young People) Level 3

CCF is committed to supporting foster carers to receive formal recognition of their skills, knowledge and experience. Many CCF foster carers have already achieved the award and others are encouraged and supported to do so through locally based course programmes.

Training at all levels incorporates certain key elements:

- Child protection
- Working with children who have been abused
- Safe caring
- Managing difficult behaviour
- Identity and self esteem
- Valuing diversity and promoting equality
- Recording
- First Aid
- Health and Safety
- Health care of fostered children/young people
- Education of fostered children/young people
- Empowering children/young people
- Preparing young people for moving on and adult independence



Training is provided on a monthly basis via Focus group meetings

All carers have access to a monthly focus group, There is a dual purpose to this group; A, to support carers; B, enable them to have easy access to ongoing training.

Support for Foster Carers

CCF values the work foster carers do and the contribution they make to the lives of children and young people. Appropriate support for the families who foster is vitally important to a successful placement. CCF provides creative and flexible support arrangements for children/young people and their foster carers. Identifying and arranging the necessary level of support occurs when a child/young person and foster family are 'matched' at the placement planning stage. This support is then monitored and adjusted throughout the placement.

CCF offers the following support to all our foster carers:

- Access to CCF support services 24 hours a day, 7 days per week, 365 days of the year
- Supervision and support from a qualified and suitably experienced CCF Supervising Social Worker
- Frequent visits and regular telephone contact from the Supervising Social Worker
- Two weeks paid respite per year
- Regular focus group meetings
- Resource workers to work with children and young people, especially if they are not attending school
- Access to therapists who provide expert guidance and support to foster carers of children/young people who are experiencing serious emotional difficulties. Individual therapy is offered to children and young people for whom it is appropriate and where necessary consent is given
- A comprehensive post-approval/ appointment training programme, linked to NVQ Health and Social Care (Children and Young People) level 3
- A level of financial support that values the skills of foster carer(s)

- Level of support offered may differ for bespoke CCF/placement support programme

CCF views this package as a positive way of ensuring that foster carers are fully supported and that placements are successful. Children and young people referred to the agency may have experienced many rejections and CCF attempts to minimise this happening again. Foster carers joining CCF are expected to be resilient and be prepared to work hard in what can be difficult circumstances.

It is for these reasons that we recognise the value of good, high quality, relevant and responsive support.

Review of Foster Carers

CCF has a detailed procedure for completion of reviews of foster carers which reflects the statute law, regulations, National Minimum Standards, and good practice guidance that applies throughout the UK.

In addition to the requirements to conduct annual reviews, the CCF procedure sets out clearly other situations in which the completion of a foster carer review would be appropriate, e.g. following a serious complaint or incident.

The CCF review procedure focuses on the core competences for foster carers which appear in the BAAF Form F1 assessment format and this includes appraisal of training and development needs.

4. Services CCF provides

4.1 Fostering Placements

CCF offers a wide range of placements for children and young people of all ages with foster carers. All placements are 'matched' to ensure a good relationship between the needs of children and young people and the skills and experience of foster carers to meet those needs.

Many CCF foster carers have extensive experience and/or training in specialised areas of care e.g. caring for those who have been sexually abused; dealing with challenging behaviour.

All placements must be negotiated through the child or young person's care authority (the Local Authority/Health & Social Services Trust), either through individual placement contract, or as part of a wider contract of service provision commissioned by the Care Authority.

CCF has specifically designated Referral Officer's who are the first point of contact for enquiries about placement choices.

For enquiries about 'bespoke' service provision CCF Business Managers are available to discuss customer needs and contracts options.

Long Term Placements

Many CCF foster carers have a definite interest in providing placements for children/young people or sibling groups on a long term/permanent fostering basis, usually for the remainder of a child(s)/young person(s) time within the care system.

Bridging Placements

A bridging placement generally forms part of a longer-term plan for a child or young person. In such placements CCF foster carers work with children/young people and their families, to prepare children/young people for joining adoptive or long term/permanent fostering families or for moving to a semi-independent or an independent living arrangement.

Assessment Placements

These usually last up to three months and during this period a detailed assessment is made of the physical, emotional, educational and therapeutic needs of a child or young person, including his or her ability to be cared for within a foster family and the specific support services that will be required.

Interim and final assessment meetings provide vital information for longer term planning. Written assessment reports are included in this service.

Short term Placements

CCF foster carers undertake task centred work with children/young people and their families in situations where the purpose of a placement and the intended duration are explicit, or can be estimated with relative accuracy.

4.2 Social Work Service

All children and young people placed with CCF foster carers should have their own Social Worker from the relevant local authority who will maintain contact with them throughout placement, conduct statutory visits and be part of the decision making process with/for the young person. Where requested and funded, an appropriately qualified CCF Social Worker can undertake this role on behalf of the local authority.

Additional to the child's Social Worker, a CCF Supervising Social Worker is allocated to support and supervise every CCF foster carer with the placements they provide.

CCF Supervising Social Workers Will:

- Maintain frequent contact with the foster carer(s) and children in placement through placement visits and telephone calls
- Make unannounced visits to the foster carer(s) home
- Provide advice, guidance and support to the foster carer(s) on their care of child(ren) in placement
- Participate in Out-of-Hours support to foster carers
- Co-ordinate other support services as appropriate e.g. resource work, respite care provision
- Liaise with other professional service providers who may be involved and contribute to formal meetings about care plans
- Identify and help respond to foster carers' training needs
- Keep careful records of the progress of placements

4.3 Placement Support

The Capital Care and Foster Ltd (CCF) Placement Support is integral to providing a range of effective needs-led services for children/young people and foster carers.

The development of the Placement Support is based on the agency's belief that if appropriate packages of support are available to foster carers, then children and young people who would otherwise be unable to live within a family environment are able to do so. The placement support worker is part of a team that supports and sustains placements by identifying and meeting the needs of individual children/young people and their foster carers. In this way, in partnership with others, CCF aims to assist children and young people to thrive and realise their full potential.

The range of services offered includes:

- * Day support to maintain a placement – this could be an educational programme or structured activities because a child/young

person is not attending school, support provided within a classroom setting, support to meet an unforeseen emergency in a foster home

- Transport for (a) child(ren)/young person to attend school, contact visits, CCF activities or holidays, or where appropriate, transport for foster carers
- Supervision of contact between a child/young person and his/her birth family
- CCF Birth Group providing social activities for the sons and daughters of foster carers
- Out of Hours duty support in response to crises or other emergencies

The Placement support is designed to be flexible and responsive and the above examples are not exhaustive for the services offered.

4.4 Education

Short Term Placements

Wherever possible a mainstream school place is sought unless that is not the best way to meet the needs of the child/young person. Staff liaise with Local Authority/Health and Social Services Trust Social Workers, Education Officers, Schools, Educational Psychologists, Foster Carers and children/young people themselves to ensure appropriate education is found and any inter-authority funding issues resolved.

Once an education placement has been identified, staff will monitor the child's/young person's progress and report to reviews and planning meetings. Staff also give advice to foster carers on how best to support the education of the young people they have placed with them.

We recognise the crucial role played by our foster carers in encouraging children/young people and valuing their achievements.

As an agency we also have contact with independent providers of education. Should a child not be able to have his educational needs met through the local authority, then we will liaise with the independent sector to meet the young person's educational needs.

Out of School Support

Not all school placements run smoothly and sometimes children/young people have to wait for appropriate provision to be allocated to them. If a child/young person is out of school for any length of time, Education Liaison Officers will usually be able to arrange some alternative education. This would normally be provided by the placement support service.

4.5 Therapy Service

CCF has a commitment to a child centred service through the promotion of a broader understanding of the emotional needs of children/young people and the implications for their carers.

Qualified and Experienced Therapists

CCF has access to a variety of qualified, accredited and experienced therapists and psychologists who work locally in multi-disciplinary teams. A list of these staff and their relevant qualifications is available if required.

The standards of CCF's therapy service have taken account of the National Minimum Standards for Fostering services 2002 and the ethical guidelines of the professional organisations who oversee training and accreditation of therapists.

Support to Placements

Where timescales and conditions permit, a comprehensive assessment will be initiated by a therapist. They work with others in the team supporting the young person in placement (e.g. Supervising Social Worker, Education Liaison Officer, Resource Worker, Carer, young person's Social Worker) to consider and agree who, in each situation, is the person best placed to carry out particular pieces of work.

Individual Therapy for the Young Person in Placement

If therapy for the young person is indicated this will be supported with suggestions about which approach (e.g. art therapy, play therapy, psychotherapy) is recommended and the implications of this. Throughout a young person's placement a therapist is available for consultation by the carer and those supporting the placement.

The focus of our attention is to make placements more successful and to help young people have positive relationships and experiences.

Information gained will also help us develop a system of identifying and measuring the beneficial aspects from our approach in order to continue to inform practice.

4.6 Bespoke Services

CCF can draw its UK network of locally based resources and multi-discipline teams of child care professionals to design and deliver 'bespoke' packages of services to children and their families in response to a wide range of specific needs that service commissioners may have. Examples might include dedicated family placements for specific children, or groups of children, on behalf of, or in collaboration with, commissioning authorities/trusts individually and collectively; permanence, remand and therapeutic placements and support work; work with parents together with their children; mentoring and practical support.

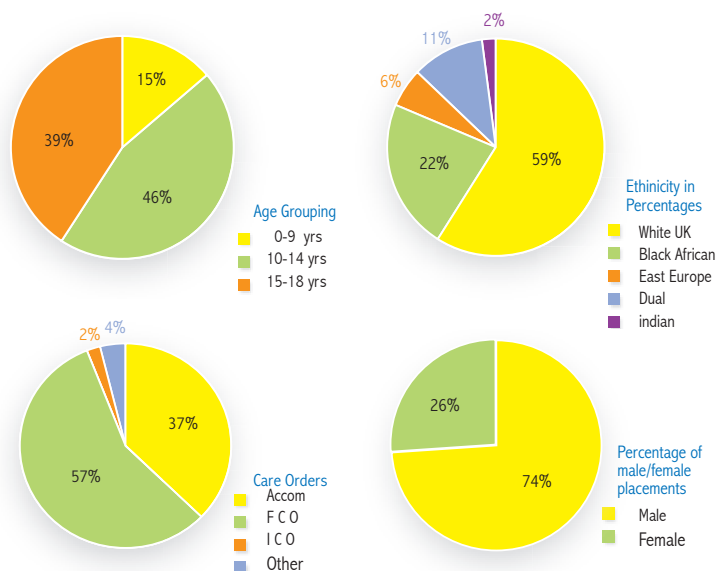
4.7 Children Placed with CCF

There are forty-two children living with CCF Foster Carers (May 2007)

- A We had a higher ratio of boys to girls placed with our agency, with girls only making up 26 per cent of the CCF looked after population.
- B The majority of the children placed with the agency are on Full Care Orders.
- C Only fifteen percent of the children placed are under the age of nine, with the majority of the children being in the age bracket of ten to fourteen years.
- D As an agency we endeavour to offer a variety of placements, reflecting the cultural diversity of society.

Based on current number of children in placement

Less than 1 year	28%
More than 1 year	9%
More than 2 yrs	26%
More than 3 yrs	15%
More than 4 yrs	4%
More than 5 yrs	18%





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