



Moments Fostering Limited

STATEMENT OF PURPOSE FOR THE YEAR 2011/2012 Website version

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**Moments Professional
Fostering Agency**



REVIEW & ISSUE INFORMATION

<u>Issue No.</u>	<u>Date</u>	<u>Section</u>	<u>Changes</u>
1	20.03.03		Original issue
2	27.11.03		Half yearly information update
3	04.05.04		Annual update
3	16.09.04	Rev.1	Minor changes to staff details, Description of Services and Supporting Carers
	25.01.05	Rev.2	Staff changes and Annual update
3	01.07.05	Rev.3	Staff changes
3	08.12.05	Rev.4	Update prior to inspection
4	20.07.06		Annual update
4	01.10.06	Rev.1	Minor changes to staff details.
5	01.03.07		Annual update
5	01.08.07	Rev.1	Minor changes to staff details.
6	01.09.08		Staff Changes and minor updates
7	30.09.09		Annual Update
8	06.07.10		Annual Update
9	11.04.11		Update following issue of new Regs. & Standards
10	06.12.11		Panel admin name change

Mission Statement

Moments aim is to make a difference, to transform the lives of children and young people by the quality of care they receive in loving caring families, to provide safe and secure foster placements to meet the assessed needs of children in care and promote and safeguard their welfare.

Children and Young people placed with Moments Foster carers will know that their views, wishes and feelings are taken into account in all aspects of their care; are helped to understand why it may not be possible to act upon their wishes in all cases; and know how to obtain support and make a complaint. Also all the views of others with an important relationship to the child are gathered and taken into account.

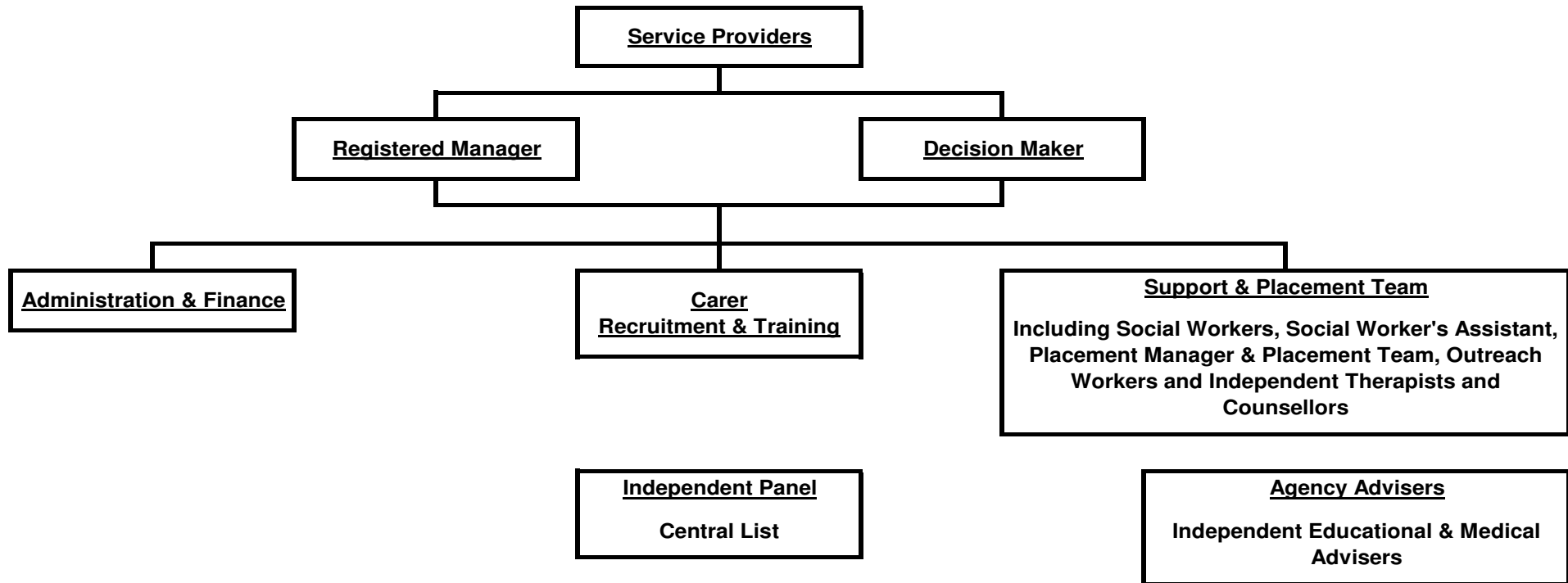
We aim to provide support and advice to families and foster carers families, enabling children with emotional, behavioural and learning difficulties to have their needs met and to benefit from family life. This is to ensure that placements promote stability and positive outcomes for children and young people by working in partnership.

We aim to offer support, welfare and education services to children in need, including therapeutic services, and also to extend the above services to children and young people who are over normal school age and to provide guidance in training programmes of further education.

Status & Constitution

Moments Fostering Agency was established in 2000, it is a family owned Company based in Whitstable in Kent. It is our intention to remain a relatively small Agency, in doing this it will enable us to give the best support and training to our foster carers and the children they look after ensuring equality and diversity across the service we provide.

Moments Fostering Limited



Company Accountants:

Alastair Crawford
 12 Conqueror Court
 Sittingbourne
 ME10 5BH

Tel. No. Upon request
 Fax. No: Upon request

Independent Professionals:

Dr. Vernon Brown	-	Panel Medical Adviser (Paediatrician)
Mary Duffy	-	Independent Social worker
Alison Byrne	-	Independent Social worker
Paul Jeff	-	Independent Social worker
Nicola Scott	-	Independent Social worker

Panel Members Central List :

Jenny Reynolds	-	Chair
Ron Flaherty	-	Vice Chair
Linda Croft	-	Director
Dr. Helen Glynn	-	General Practitioner
Neil Murray	-	Teacher
Bill Lowdell	-	Ex Service User
Agency Senior Social worker	-	Employed by Moments
Dave O'Brien	-	Independent Social worker
John Reynolds	-	Systemic Psychotherapist

Agency Panel Administrator

Sarah Green

Services for Children

Moments offers experienced and trained foster carers that are supported by a professional fostering team. Moments aim to provide placements for a wide range of children/young people aged 0 – 18 years, including sibling groups, of various ethnic origins. Moments ensure that all children placed with foster carers are safeguarded from abuse, neglect, significant harm or accident by providing them with regular support, supervision, policies, procedures and guidance. Moments are also concerned with education and aftercare.

The welfare of all child(ren) placed with Moments Fostering is safeguarded and promoted at all times. Before any decision is made to place, the wishes and feelings of the child, having regard to their age, understanding, religious persuasion, racial origin, cultural and linguistic background will be considered. Children will be carefully matched to a foster placement and foster carers will have full information about the child with regard to the child's circumstances, including any significant recent events. This will help the foster carers understand and predict the child's needs and behaviours and support the child within the household. Moments will ensure that they contact the responsible authority where all such necessary information has not been provided.

Children need to feel safe and be safe

Further information on safeguarding children can be found in our Child Protection and Safe Care Policies. These also include the relevant procedures to be taken in the event of any allegation of abuse or neglect and are in accordance with the policies and procedures of the Kent Safeguarding Children Board (KSCB)

Moments are able to provide the following services for foster carers:

- Full professional foster carer assessments by a qualified Social worker
- Full preparation training
- 24 Hours support with a dedicated out of hours telephone helpline for foster carers
- Ongoing regular supervision for foster carers
- Personal and career development with training possibly leading to assessment for NVQ Level 3 for foster carers
- CWDC training
- Paid respite care
- Representation at all meetings
- Local regular support and training groups

Moments are able to provide the following services to local authorities:

- Long and short term placements
- Emergency placements
- Supervised Contact (Rooms and facilities available)
- Outreach
- Assessments
- Bridging and preparation for adoption
- Rehabilitation
- Respite
- Holiday breaks
- Remand
- Access to education
- Therapy

On admission all children are provided with a “Children’s Guide” which includes a summary of what Moments sets out to do for children. This guide is in different formats to meet the needs of different groups of children i.e. an “under” and “over 12” version is provided. The guide contains information on how a child can secure access to an independent advocate and about how to complain. These guides are presently available in English, Dutch, German, Chinese, Afrikaan’s, French, Pushto, Farsi, Albanian and Braille. All children’s guides can be made available in any language and we currently await an audio tape version.

Moments do not provide the following services:

- Adoption
- Parent and Child/Children placements
- Specialist foster care for severely disabled children

Moments do not provide Adoption, Parent and child, and placements for severely disabled children because we feel that these are more suited to specialist agencies in those fields. This ensures that we remain able to provide placements that are suited and appropriate to the children in our care.

Health & Therapeutic Services

We know that children in public care have frequently had their health care needs neglected. We aim to ensure that their physical and emotional needs are met and that they are provided with information that will help them manage their own health as they grow.

Moments Fostering will ensure that all children/young people live in a healthy environment where their physical, emotional and psychological health is promoted and where they are able to access the services to meet their health needs.

Our foster carers are expected to promote children's health in providing a good diet and a healthy lifestyle. They will ensure all health care needs are met with regular checks and follow up for any needs for treatment.

We work with a number of qualified therapists who can offer assessment and treatment where appropriate and agreed with the placing authority.

Additional fees will be charged for:

- Out Reach
- Life Story Work
- Therapy
- Educational Psychologist
- Supervised Contact

Offices & Staff

Moments now have two offices, our main office in Whitstable and a sister office in Hastings. Both offices are light and airy and have ample space for staff to feel comfortable and work to their full potential.

In 2010 we developed contact rooms in both offices to help provide a wider range of services. These rooms provide a perfect waiting room for children who do not want to take part in meetings or reviews without the need for them to leave the building. The rooms are equipped with toys, books, DVD's and games consoles to make them feel as much at ease as possible.



Outreach Services

If a child/young person is excluded from school, we have in place a scheme to support the foster carers, where the child/young person is taken out daily from the carer's home as if he was at school, from 9:00 a.m. to 3:00 p.m. The time is used for educationally relevant activity or play, dependent upon the individual needs of the child.

This is to support our foster carers so that situations do not become too stressful, and to support the child enabling them to be able to get into a good routine until we can secure a suitable education placement.

Moments currently have access to places at special needs schools. Moments also offers educational assistance within mainstream school. There are additional charges for these services as outlined in our contract. Moments also has access to home tutors if required and educational services through Fleet Tutors.

Aims, and Objectives

The main aims of our service are:

- Recruit, assess, support and develop a diverse range of foster carers who can provide safe and secure care to children with wide ranging needs.
- To ensure children and young people have stability and choice in placement.
- To ensure that children and young people are carefully matched with a foster carer capable of meeting their assessed needs in order to meet specific needs and make the most appropriate match.
- To ensure that safe care is practised within every foster placement in order that children are protected from abuse and harm.
- To ensure that a child's ethnic religious, cultural and linguistic needs are properly understood and met in placement.
- To ensure that people who work in or for the service are suitable to work with children and young people and are managed, trained and supported to ensure the best possible outcomes for children in foster care.
- To ensure that children and young people can exercise choice regarding their foster placement and are fully involved and consulted on matters regarding their care. The service should provide for sibling groups to stay together, when assessed as appropriate for the needs of the children, where possible.
- To provide a suitable foster care environment for older young people in which they can develop the necessary skills and knowledge for independent living and make a successful transition to adulthood.
- To ensure that cost effective services are provided and commissioned which maximise available resources.
- To ensure appropriate records and management information are kept in relation to individual foster carers, children and young people and fostering services.

In order to achieve the above aims the Fostering Service will:

Maintain a sufficient number of foster care placements in relation to the numbers, needs, age range and characteristics of the looked after children referred to the Agency and this will be reviewed annually. This enables matching to foster carers specifically approved and skilled to meet assessed needs. It is our aim to ensure placements are made within the approval criteria.

Ensure that prospective foster carers are treated fairly, without prejudice and with respect. Our member of staff who is responsible for recruitment has the necessary knowledge and skills to deal with people courteously and efficiently.

Ensure specific matching is undertaken on all placements to evidence how a child's needs will be met.

Involve young people and foster carers and use their feedback in developing appropriate services.

Provide young people with written information about foster care.

Provide foster carers with training, support and written guidance about their role in order that they can fulfil the full range of their caring responsibilities

All approved foster carers are expected to meet the required standards for foster care. They need to be able to demonstrate an appropriate level of competence and understanding of the needs of children in their care. Pre-approval training is undertaken. It is expected that foster carers continue their professional development through on-going training. A comprehensive programme of training is made available to them.

Where placements require foster carers to have qualities and skills at an enhanced level, certain criteria have to be met. The child/young person is likely to have difficulties in a number of areas. Foster carers may have to deal with complex issues around, for example, physical and/or mental health, substance misuse, sexuality and challenging behaviour.

Specialist placements may be planned which support young people with severe behavioural difficulties and needs, or who may present a risk to themselves and/or others and foster carers must be able to evidence appropriate skills and availability to meet the needs of the children.

Education

The Fostering Service promotes the educational attainment of all children and young people in foster care with a focus on inclusion, appropriate and local school placements, attendance and personal & academic achievement. Each child has a Personal Education Plan which is regularly reviewed.

Health Care

Each child placed with foster carers will be registered with a medical practitioner and have access to medical care as (s)he may require. Each child is registered with an optician and a dentist and will attend regular appointments as deemed necessary.

Out of Office Hours Service

Moments Fostering have an out of hours service which operates 24/7. This is available for all foster carers and local authorities. We believe that as our foster carers play a central role as members of our team that they should receive high levels of support and supervision. This ensures the safeguarding of vulnerable children and promotes good outcomes for them.

This service is operated by a team of social workers and support staff, who are available to offer emergency social work support to all client groups. This team have access to vacancies and placement information for all approved foster carers. OOH workers will, if required, visit foster carers to offer assistance and support to foster carers when children are reported missing from placement. They also ensure that information on any notifiable event that occurred out of hours are reported to the child care social worker and Ofsted the following day or at the earliest possible convenience.

Access to leisure and other facilities

The fostering service is keen to promote self esteem and resilience for children through sport, after school clubs and outings. Moments provide annual outings, activities and days out with looked after and birth children in an effort to promote foster carers to involve their placement(s) in activities all year round. This is to encourage all children to enjoy their interests, develop confidence in their skills and are supported and encouraged to engage in leisure activities.

Advocacy Service

An Advocacy Service for children living away from home is available from “Voice for Children”.

The Support Team sends Children’s Guides, which give information about the service, to all children in care at the point of placement. The guides are available in age relevant editions and are also available in multi language formats.

Connexions Service

The Connexions Service works with young people between the ages of 13 and 17 in order to provide them with information, advice, guidance and access to personal development opportunities. It aims to help young people engage in learning, achieving their full potential and making a smooth transition to adult life.

The support provided to young people will reflect their needs. Universal services are provided to all young people regarding further education, training or career opportunities. Links with Connexions are available for all placements.

Procedures and Processes for Recruiting, Approving, Training, Supporting and Reviewing Foster Carers

The Fostering Service consists of a number of staff, who have the necessary qualifications and who have detailed guidance on the recruitment, approval, training, support and review of foster carers.

Recruitment and approval follow the Fostering Services Regulations 2011. Applicants will be responded to promptly and provided with written and verbal information. Interested and potentially suitable applicants will be assessed within an eight month period.

Fostering assessments are presented to our independent fostering panel and applicants are invited to attend and given written feedback on the assessment report. The report regarding the person's suitability to be approved as a foster carer sets out clearly all the necessary information that the fostering panel needs in order to make an objective approval decision.

The panel's recommendations are passed to the agency decision maker who takes into account all the information available to them, and where applicable, the Independent review panel. This process should be complete within seven working days of receipt of the recommendation and final set of panel minutes.

Representations about decisions can be made within 28 days as outlined in Fostering Services Regulations. The Independent Review Mechanism was introduced in April 2009 and this provides another option for prospective or approved foster carers to pursue if they are not in agreement with a decision about their approval made by the service. Full details about the Independent Review Mechanism are given to applicants and to foster carers.

Initial training will be given to new fostering applicants. Induction sessions are also provided to recently approved foster carers. Foster carers are given support to complete the Children's Workforce Development Training within their first two years of approval. This can be in through regular workshops, one to one sessions, or through the overall programme of training available to all foster carers. Foster carers are offered regular local support groups with other foster carers.

Foster carers' reviews will record further training needs and training that has been undertaken for individual foster carers. Training will be promoted for all foster carers and individual records kept. Training will be provided by either supervising social workers or by outside resources.

All foster carers will receive appropriate induction information. This will consist of a foster care handbook together with appropriate policies and guidance including:

- Protocols and guidance when children go missing.
- Whistle blowing procedures
- Permissible forms of control
- Links and support contacts
- Arrangements for dealing with complaints
- Child protection and allegations and fostering reviews
- Financial arrangements.
- Safe Care
- Bullying
- Health and Safety
- Lockable Filing cabinet and Diary.

Every foster carer will sign a foster care agreement (Regulation 28(5)(b)). In addition a Placement Agreement (Regulation 34) containing all the information the local authority considers necessary to care for an individual child has to be signed when a placement is made.

Supervision of foster carers is the responsibility of the supervising Social Worker who will provide their manager and foster carers with a written record. This will enable all parties to monitor and enhance the support given to foster carers from different agencies and workers.

Supervising Social Workers support foster carers to complete the Children's Workforce Development Council (CWDC) Training, Support and Development Standards for Foster Care.

Foster carers are encouraged to have a personal development plan and to take advantage of relevant training opportunities. A comprehensive training planner is made available to all foster carers and they are supported to undertake the NVQ in Health and Social Care or alternative training.

Formal foster carer reviews will be undertaken annually to enhance the quality assurance aspect of their function. Contributions to the review are from their supervising Social Worker, the foster carers, the child care social workers and wherever possible the child/ren in care and their families.

Moments Fostering are full members of BAAF and individual membership of Fostering Network is provided to all approved foster carers. This provides regular information about all aspects of fostering and relevant child care issues. Support to foster carers from the supervising Social Workers is regular and there is a duty system to ensure that a member of the team is available during office hours.

Training and Development groups, both day and evening sessions, are planned regularly throughout the year and include a support as well as a training element. Support groups for the children of foster families are held several times a year. "Men in Foster Care" training is also available to provide help and guidance to male foster carers.

The support team organises a variety of social events for foster carers and their families. These include picnics, a Christmas party and other social gatherings. These events have proved very popular. We are eager to highlight the valued work undertaken by foster carers.

There is mentors available to foster carers. Identified carers with experience are available to provide support and encouragement to other carers; in particular this is assisting carers to understand and provide evidence for the CWDC Standards.

The Fostering Service has a quarterly newsletter which is distributed to all foster carers.

Fostering Services are regularly inspected by Ofsted, with inspection reports published on their internet site. Contact details for Ofsted are as follows:

Ofsted South
Freshford House
Redcliffe Way
Bristol
BS1 6NL
Telephone number: 08456 404040
E.mail : enquiries@ofsted.gov.uk

Approval of the Statement of Purpose

The Statement of Purpose will be reviewed and updated annually and approved by our Directors.

Moments currently have carers in Kent, Essex and East Sussex, thus covering a much wider area and enabling us to offer a broader choice to placing authorities in an effort to match the needs of the children requiring foster care.

We have reviewed our Policy on “Payment for Skills” and on completion of the required training (NVQ 3 & 4) all carers will be paid accordingly.

“South Coast Training” is a division of Moments Fostering Agency. Together we have 25 years experience of working with children and families. We are a training provider that is committed to delivering high quality training and all of our trainers are qualified to very high standards in their own personal field. South Coast Training will be running a number of training courses throughout the year, all relevant to foster care. This will ensure that all of our foster carers and staff have the skills to provide high quality care to every child/young person placed with us. South Coast Training can also provide courses tailored to individual needs.

Moments office in Hastings provides our current and prospective carers with a base for meetings, Support Groups and training sessions. The office is manned where possible by staff from Hasting area including the Social Worker(s) and the day-to-day general administration. Manager and Supervising social workers from the Whitstable office attend all necessary support groups and meetings that are held in Hastings.

Whitstable and Hastings are a group, with Whitstable being the main branch and responsible for all the key activities of Moments Fostering Limited. This Statement of Purpose covers both offices and the functions that they both undertake.

This Statement of Purpose and the Children’s guide will be reviewed annually and where appropriate shared by our Panel, staff and carers. Moments will provide a copy of the Statement of Purpose to Ofsted and shall make it available, upon request, for inspection by:

- Any person working for the purposes of the fostering service;
- Any foster carer or prospective foster carer of the fostering service; and
The parent of any such child.

The following information is included in the Children's Guide:

- A summary of the Statement of Purpose
- Complaints Procedure
- Children's rights
- Information on advocacy
- Helpful Information, and the address and telephone number and email address of the contactable person at Ofsted.
- How a child can contact their Social Worker and Independent Reviewing Officer.

The Children's Guides have been updated and are appropriate to the age and understanding of all children placed throughout our service.

The Children's Guide will also be available, where appropriate, through suitable alternative methods of communication.

Statistics as at the beginning of April 2011

Foster Carers: Upon request
Children in Placement: Upon request

Complaints & Outcomes: None

Recruitment & Approval

Recruitment

Moments aims to provide a sufficient range of carers to ensure appropriate placement choice for each child or young person assessed as being best placed in foster care. The majority of “looked after” children are in foster care and their needs vary greatly. Moments needs access to a range of carers sufficiently diverse to meet the emotional, ethnic, racial, cultural, linguistic and religious needs of each child, as well as any needs relating to disability, gender or sexuality. Moments will plan and implement a recruitment strategy to involve existing carers, and also children who have been fostered; this will help us to identify the need for foster care placements.

Moments will review the recruitment policy regularly, research on recruitment methods, levels of support and reward required to attract and retain foster carers.

Approval

Moments will make sure that, at the final stage of assessment of potential foster carers, a portfolio of the competence of the applicant is available. This will be provided by the applicants, with the help of the assessor. There will be a completed Form F, which covers the competences required to meet the National Standards, together with a recommendation on whether or not approval should be given.

The final decision will be made by the Registered Provider who will not have been involved in the assessment, nor in a too close relationship with those who have. Moments Registered Provider will do this in the knowledge that no one has a right to foster a child. The interest of children and young people will be a priority.

The Process for Recruiting & Approving Foster Carers

Foster carers are recruited to Moments by advertisement in local newspapers. We also have an annual advertisement in “Yellow Pages”. Potential applicants that contact the Agency by telephone will be informed of the nature of the fostering task, and the qualities that are required to be approved as a foster carer. The assessment process and requirement for statutory checks is also explained. All applicants are sent an information pack.

On completion of a “Registration of Interest” form and receipt of their Application Form, the applicants are visited at their home by qualified staff. During this meeting, initial enquiries regarding personal history and information relevant to statutory checks is discussed. The nature of the fostering task and the impact on applicants’ families is explained and explored.

The following points in particular are explored:

- Working with children's families and with social workers
- Supporting religious, cultural and racial identity
- Managing behaviour
- Liaising with health workers and teachers
- Attending meetings about children
- Participating in planning, both for individual children and the service as a whole
- Supporting educational needs
- Attending courts
- Attending and contributing to reviews
- Training and support services.

After this visit, if appropriate, the assessment process begins. Assessments are carried out by qualified Social Work Staff or trainee social work staff with a qualified worker in support. Assessors are supervised within the social work team. The main components of the assessment process are:

- Checks
- References
- Medical reports
- Interviews for assessment will take place within applicants' homes
- Group work

Checks

Checks are initiated at an early stage on receipt of the information necessary. Checks will include:

a) Criminal Records Bureau

Checks will be made on all persons over the age of ten years within the applicant's household, in accordance with regulatory requirements.

Where applicants have lived or worked abroad, consideration will be given to obtaining relevant information from British Embassies.

b) Local Authorities

Local Authority checks are carried out on all prospective carers.

Social Services records will also be checked in all the local authority areas in which the applicants have lived.

c) NSPCC

These agencies will be asked if there is any reason why an applicant may not be a suitable foster carer.

d) Disqualification

Checks will be made under the disqualification from caring for children regulations with all Local Authorities within the areas which the applicant has lived.

References

Applicants are required to nominate two referees and one family member. These should be people who have known the applicants for some time and who have appropriate knowledge of their relationships with children.

All of these referees will be interviewed in person.

Written references will be sought from their present or most recent employers, and from relevant past employers.

Candidates will be asked if they are content that references from current employers may be taken up.

Telephone enquiries in relation to references are made where appropriate.

Medical Reports

Medical reports will be obtained on all applicants and medical opinion on the suitability of each applicant as a foster carer will be sought. The report will be made available to the assessor and reviewed by Moments Medical Advisor. The Advisor's comments will be made available to the Fostering Panel prior to them making a decision on approval.

Assessment by Interview

Interviews for assessment and completion of the Home Study (Form F) will take place within the applicants' homes. There can be occasional office interviews. The interview will cover the following:

- Factual life history
- Child rearing
- Caring for children born to someone else
- Contact between children fostered and their relatives
- Helping children make sense of their past
- Sexual boundaries, attitudes and behaviour
- Awareness of issues around child abuse, how to keep children safe and how to help children to get help when they need it.
- Approaches to discipline
- Awareness of how to promote secure attachments between children and appropriate adults.
- Awareness of own motivation for fostering/own needs met through the fostering process
- Religion
- Racial, cultural and linguistic issues
- Standard of living and life style
- Education, and how to support children who may find school difficult
- Health, including own mental health
- Own experience of parenting and being parented
- Own experience in relation to disability and/or attitudes to disability.

This list is not exhaustive or comprehensive. It is suggestive of the areas that should always be covered, in addition to others that may be relevant to individual applicants.

Group Work

The assessment process will include group work for new applicants, which will include opportunity to meet with existing Moments foster carers. Oral and social communications skills will be assessed within this process.

Assessing Competencies

Assessment of competencies is based on evidence gathered during the assessment process. Relevant experience should be identified and translated to the relevant competencies. Social work staff should undertake regular training and supervision to ensure that uniform standards apply.

Training

Moments will provide training using the “Skills to Foster” training programme, recommended by the Fostering Network, both in the introductory stage of the carer’s involvement with Moments and throughout their career with the Agency. “Caring for children and young people” and S/NVQ-based training for foster carers will be available to all staff and foster carers. A training profile will be developed with each foster carer in order to facilitate this.

As from April 2008 all new foster carers will be expected to achieve the Training, Support and Development Standards for foster carer within 12 months of their approval. All existing approved foster carers are expected to complete the Standards and gain the Children’s Workforce Development Council certificate of Successful Completion by April 2011.

Our training programme has being further developed this year with a range of courses for staff and foster carers which can be delivered by external trainers as well as our own staff. Our strategy is to meet individual training needs for foster carers and members of staff at all grades. Members of staff are encouraged to develop their skills and knowledge base by using “in-house” opportunities as well as attending dedicated specialist courses.

South Coast Training is a division of Moments Fostering Agency, our trainers provide training courses specific to the care field. This benefits our foster carers and ensures that they are trained in the skills required to provide high quality care and meet the needs of each child /young person placed.

Supporting & Supervising Foster Carers

Moments undertakes to provide support for all aspects of the fostering task. This will include regular formal visits by a Supervising Social Worker. A 24-hour telephone support is available to foster carers for help and advice.

Moments will provide the opportunity for all foster carers to attend fostering support groups. These will be held at a suitable venue depending on the size of the group, at regular intervals and will feature as an important part of the foster carers support network.

Moments are full members of the Fostering Network (previously N.F.C.A.). Moments provides individual membership for all its foster carers. This entitles them to all the benefits of membership. Moments are full members of BAAF.

Moments will pay the weekly fee published and reviewed annually. This fee is inclusive of allowance for clothing, pocket money, travel, subsistence, celebration expenses and refreshment for visiting social workers.

Arrangements for Review of Foster Carers

An annual review of each foster carer is required by the Fostering Services Regulations 2011 and such reviews are part of Moments normal practice. The formal purpose of the foster carer review is to assess whether the carer and the household continue to be suitable. However, Moments policy is to use the review as an opportunity for two-way discussion and as a means of keeping its own support, training and other services under review. Copies of the forms used for foster carers' reviews are available from Moments and give an idea of the matters likely to be covered.

Foster carer reviews will be held annually and also under the following circumstances:

- Whenever there is a change of address
- When significant changes take place in the household
- If serious allegations or complaints are made against a member of the household
- If there is consideration of a change in the foster carer's terms of approval
- Foster carer's termination of a long term placement

Standard 28 - Reviews and terminations of approval

(1) The fostering service provider must review the approval of each foster carer in accordance with this regulation.

(2) A review must take place not more than a year after approval, and thereafter whenever the fostering service provider consider it necessary, but at intervals of not more than a year.

(3) When undertaking a review, the fostering service provider must—

(a) make such enquiries and obtain such information as they consider necessary in order to review whether the foster carer continues to be suitable to be a foster carer and the foster carer's household continues to be suitable, and

(b) seek and take into account the views of—

(i) the foster carer,

(ii) any child placed with the foster carer (subject to the child's age and understanding), and

(iii) any placing authority which has, within the preceding year, placed a child with the foster carer.

(4) At the conclusion of the review, the fostering service provider must prepare a written report, setting out whether—

(a) the foster carer continues to be suitable to be a foster carer and the foster carer's household continues to be suitable, and

(b) the terms of the foster carer's approval continue to be appropriate.

(5) The fostering service provider must on the occasion of the first review under this regulation, and may on any subsequent review, refer their report to the fostering panel for consideration.

(6) If the fostering service provider decide, taking into account any recommendation made by the fostering panel, that the foster carer and the foster carer's household continue to be suitable and that the terms of the foster carer's approval continue to be appropriate, they must give written notice to the foster carer of their decision.

(7) If, taking into account any recommendation made by the fostering panel, the fostering service provider are no longer satisfied that the foster carer or the foster carer's household continue to be suitable, or that the terms of the approval are appropriate, they must (subject to paragraph (8))—

(a) give written notice to the foster carer that they propose to terminate, or (as the case may be) revise the terms of, the foster carer's approval (a "qualifying determination"), together with their reasons and a copy of any recommendation made by the fostering panel, and

(b) advise the foster carer that, within 28 days of the date of the qualifying determination, the foster carer may—

(i) submit any written representations that the foster carer wishes to make to the fostering service provider, or

(ii) apply to the Secretary of State for a review by an independent review panel of the qualifying determination.

(8) Paragraph (7)(b)(ii) does not apply in a case where, in accordance with regulation 26(8), the fostering service provider are no longer satisfied that the foster carer or the foster carer's household continue to be suitable, or that the terms of the approval are appropriate.

(9) If within the period referred to in paragraph (7)(b)—

(a) the fostering service provider do not receive any representations, and

(b) the foster carer does not apply to the Secretary of State for a review by an independent review panel of the qualifying determination,

the fostering service provider may proceed to make their decision.

(10) If, within the period referred to in paragraph (7)(b), the fostering service provider receive any written representations, they must—

(a) refer the case to the fostering panel for its consideration, and

(b) make their decision, taking into account any recommendation made by the fostering panel.

(11) If, within the period referred to in paragraph (7)(b), the foster carer applies to the Secretary of State for a review by an independent review panel of the qualifying determination, the fostering service provider must make their decision taking into account any recommendation made by the fostering panel and the recommendation of the independent review panel.

(12) As soon as practicable after making the decision referred to in paragraph (9), (10)(b) or (11), the fostering service provider must give written notice to the foster carer stating (as the case may be)—

(a) that the foster carer and the foster carer's household continue to be suitable, and that the terms of the approval continue to be appropriate,

(b) that the foster carer's approval is terminated from a specified date, and the reasons for the termination, or

(c) the revised terms of the approval and the reasons for the revision.

(13) A foster carer may give notice in writing to the fostering service provider at any time that the foster carer no longer wishes to be a foster carer, in which case the foster carer's approval is terminated with effect from 28 days from the date on which the notice is received by the fostering service provider.

(14) A copy of any notice given under this regulation must be sent to the placing authority for any child placed with the foster carer (unless the placing authority is also the fostering service provider), and the area authority for any child placed with the foster carer.

(15) In a case where an independent review panel has made a recommendation, the fostering service provider must send a copy of the notification referred to in paragraph (12) to the Secretary of State.