

ITEM 9

Appendix 2



DERBY CITY COUNCIL

Derby City Council Adoption Service

Statement of Purpose

Derby City Council Adoption Service places children and their needs at the centre of its activity. The welfare and safety of children is of paramount concern when making decisions.

August 2007

Andrew Flack
Director of Children and Young

Statement of purpose

The Statement of Purpose sets out the aims and objectives of the Derby City Adoption Service. The information contained in the Statement of Purpose is prescribed in Schedule I of the Adoption National Minimum Standards (Standard 1). The Statement of Purpose will be regularly reviewed and formally updated as required by the National Minimum Standards. This document has been informed by:

- Adoption and Children Act 2002;
- Care Standards Act 2000;
- The Local Authority Adoption Service (England) Regulations 2003;
- Adoption National Minimum Standards 2003;
- The Local Authority Adoption Service (England) Regulations 2003;
- The Adoption Support Agencies (England) and Adoption Agencies (Miscellaneous Amendments) Regulations 2005;
- Related Regulations, Local Authority Circulars and Practice Guidance;
- Every Child Matters 2003

The Statement of Purpose links all sections in the document to the relevant Adoption National Minimum Standards and the five outcomes of Every Child Matters that are most important to children and young people.

- Being Healthy – there are no corresponding National Minimum Standards (NMS).
- Staying safe:
 - The agency matches children with adopters (NMS 2);
 - The agency assesses and prepares adopters (NMS 4);
 - Adopters are given information about matching (NMS 5);
 - The functions of the adoption panel are as specified (NMS 10);
 - The constitution and membership of adoption panels are as specified (NMS 11);
 - Adoption panels are timely (NMS 12);
 - Adoption agency decisions are made without delay and appropriately (NMS 13);
 - The manager is suitable to carry on or manage an adoption agency (NMS 15);

- Staff are suitable to work with children (NMS 19);

• **Enjoying and Achieving**

- The adoption agency provides support for adoptive parents (NMS 6);

- The agency has access to specialist advisers as appropriate (NMS 18).

• **Making a positive contribution:**

- Birth parents and birth families are involved in adoption plans (NMS 7);

- Birth parents and birth families are involved in maintaining the child's heritage (NMS 8);

- The Adoption agency supports birth parents and families (NMS 9).

• **Achieving economic wellbeing** - there are no corresponding National Minimum Standards.

Management - This is not one of the outcomes of Every Child Matters but will be covered in the Statement of Purpose, as there are a number of NMS, which cover the management of an adoption service.

Contents

Section

1. Values, aims and objectives
2. Named manager
3. Qualifications and experience of named manager and decision maker
4. Management structure of the Adoption Service
5. Number, relevant qualifications and experience of staff
6. Services provided
7. The system in place to monitor and evaluate the provision of services to ensure that services provided by the Adoption Service are effective and the quality of those services is of an appropriate standard
8. Storage, access, maintenance and security of adoption records
9. A summary of the procedures for making a complaint
10. The address and telephone number of the Commission
11. The system for reviewing the Statement of Purpose

1. Values, aims and objectives

(NMS 1 applies)

The National Adoption Standards have been written to ensure that looked after children, birth families, prospective adopters and the general public understand what they can expect from an adoption service. The values below set out the important principles, which underpin both the National Adoption Standards and the Adoption – National Minimum Standards. Derby City fully endorses these values.

- Children are entitled to grow up as part of a loving family which can meet their needs during childhood and beyond.
- Where possible it is best for children to be brought up by their own family.
- The child's welfare, safety and needs will be at the centre of the adoption process.
- The child's wishes and feelings will be actively sought and fully taken into account at all stages.
- Delays in adoption can have a severe impact on the health and development of children and should be avoided wherever possible.
- Children's ethnic origin, cultural background, religion and language will be fully recognised and positively valued and promoted when decisions are made.
- The particular needs of disabled children will be fully recognised and taken into account when decisions are made.
- The role of adoptive parents in offering a permanent family to a child who cannot live with their birth family will be valued and respected.
- Adoption has lifelong implications for all involved and requires lifelong commitment from many different organisations, professions and individuals who have to work together in partnership to meet the needs for services of those affected by adoption.
- Birth parents and birth families are entitled to services that recognise the lifelong implications of adoption. They will be treated fairly, openly and with respect throughout the adoption process.

The Derby City Adoption Service adheres to the principle of providing an efficient adoption service that works within current legislation, the budget set by Derby City County Council and the Corporate Plan.

“To improve outcomes for Children Looked After” ensuring “that children are kept safe”.

The aims of the Derby City Adoption Service are:

1. To recruit, assess and provide suitable families, within the timescales laid down by the National Adoption Standards that meet the needs of every child referred to the

adoption service.

2. To provide information on the process of adoption and the children available for adoption to applicants wishing to adopt a child into their family.
3. To provide an adoption support service to enable a child to remain with an adoptive family and ensure that the child reaches their full potential.
4. To provide a service for those wishing to adopt a child into their family from overseas via the Doncaster Adoption and Family Welfare Society Ltd.
5. To provide information on the process of adoption for those people who wish to adopt a related child from within their family, for example, stepparent and relative adoptions.
6. To provide information and support to those people wishing to obtain information about, and from, their birth records.
7. To provide information, help and support for all those who have been affected by adoption whether prior to, or after, the making of an adoption order.
8. To provide support, supervision and staff care for all those employed by the Adoption Service.
9. To provide opportunities for adoption workers to increase their knowledge in new research and developments.

2. Named manager

(NMS 13, 14, 15, 16, 19, 20, 21, and 22 apply)

The responsible manager and Adoption Support Services Adviser is Katie Harris, Head of Service, Adoption and Fostering, Adoption and Fostering Centre, Perth Street, Derby DE21 6XX

The Adoption Agency Decision Makers are Assistant Directors Keith Woodthorpe and Rachel Dickinson

3. Qualifications and experience of named manager

Katie Harris named manager

LL.B - University of Nottingham 1973

MA in Social Work, University of Notts 1976

Diploma in Management Studies - Nottingham Trent University 1992

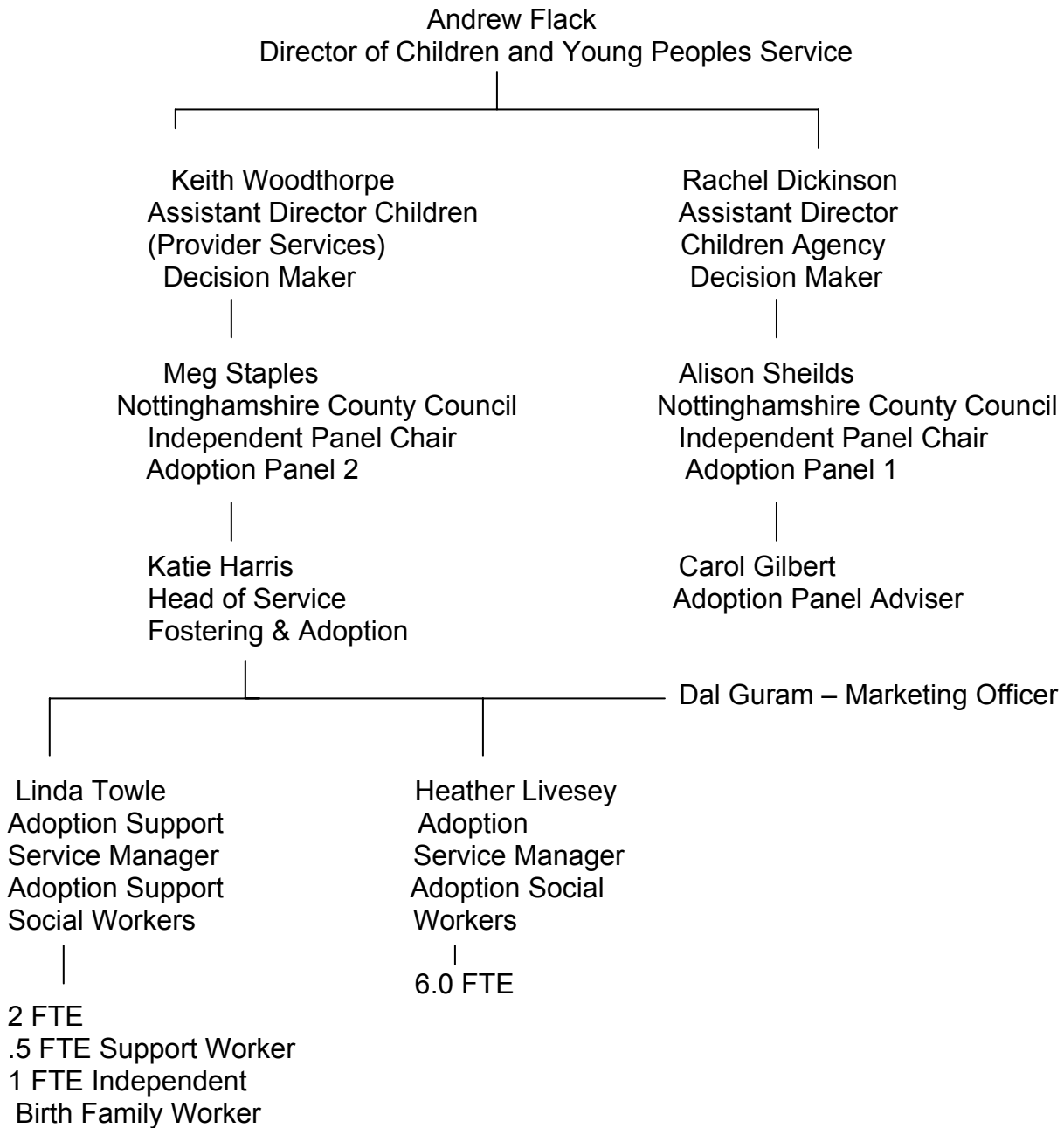
1976 - 1992 Childcare in Social Work posts.

1992 - 2000 Area Manager Suffolk County Council

2000 - 2004 Assistant County Manager Adoption and Fostering - Suffolk County Council

June 2004 - moved to present post

4. Organisational structure of the Derby City Council Adoption Service



5. Number, relevant qualifications and experience of staff

The list of current staff and their relevant qualifications and experience will be made available to the Ofsted Inspection Service.

6. Services provided

The information contained in this section is under the headings suggested in the draft practice guidance to support the National Adoption Standards for England 2001 (Section F2). The Derby City Adoption Service aspires to the timescales set down by the National Adoption Standards.

a. Effectively publicising adoption services, their accessibility, including information about services provided by other agencies

As well as responding to enquiries from the prospective adopters, the agency actively recruits adoptive families. The Agency employs a Marketing Officer who is responsible for generating enquiries using all relevant forms of media. This includes local and national press, television, the internet, radio, leafleting and working within the community to generate enquiries. Information and enquiries can be received through the Derby City Council website. The Agency will accept applications from prospective adopters within a 50 mile radius of Derby City. If a suitable prospective family living at a considerable distance from Derby City apply to be assessed for a specific child, Derby City will negotiate with a Adoption Agency local to the family to assess and support them. Applicants living a considerable distance from derby who are making general enquiries are referred to their local Adoption Agency.

b. All aspects of the recruitment process, including effective arrangements to advise, assess, counsel and support those who become approved adopters and those who do not

(NMS 2 and 3 apply)

The Derby City holds bi- monthly information meetings to which all enquirers are invited. These meetings are intended to provide an overall picture of adopting in Derby, and will include information about Derby children currently needing adoptive homes. This also provides an opportunity to talk to experienced adoption workers and adoptive parents. Attendees will be informed that priority will be given to those who are able to meet the needs of the children requiring adoption, for example, currently older children, sibling groups, and therefore it may not be practical to assess everyone.

People wishing to proceed will receive an initial visit from an adoption worker where their personal circumstances will be discussed. If the enquiry proceeds, further information is obtained to enable all the checks and references to be undertaken. Checks and references will be requested from the following:

- Criminal Records Bureau;
- CAFCAS;

- Health Visitor;
- Social Services Departments for other areas in which the applicants have lived;
- employer or educational tutor if the applicants are still attending college;
- self-employed applicants will need to obtain a reference from a contractor, supplier or customer; plus bank or accountant
- the Education Department and relevant schools or nurseries will be contacted for a reference if the applicant has, or has had, children of school age;
- Overseas Residency – applicants will need to obtain a Certificate of Good Conduct from the Embassy or Consulate for the relevant Country;
- members of Armed Forces – applicants will need to give their service number and checks will be taken up through SSAFA;
- where applicants have been previously married, or lived with another partner, the absent partner will be contacted unless there are exceptional reasons not to do so.

If at any stage applicants or the adoption service consider that the application should not proceed, a full discussion will be offered to explore the circumstances leading to this decision. Wherever possible the reasons for not proceeding will be shared with the applicants although in exceptional circumstances it may not be possible to disclose third party information. All decisions will be confirmed in writing.

Once satisfactory checks and references have been received applicants are invited to attend a preparation course to prepare them for the task of adopting. It is a requirement that prospective adoptive parents attend a preparation course to help them understand the difference between parenting an adopted child and parenting a birth child and the impact this is likely to have on the child, on themselves and their families.

Most applicants will proceed to a home study assessment following the preparation course. The aim is to complete the assessment within eight months of the formal application to proceed.

c. The assessment of prospective adopters using objective, thorough, fair and transparent criteria

(NMS 4 applies)

At the information meetings issues around who can adopt and the qualities required are openly discussed. Adopters will need to show they have the capacity:

- to learn from experience;
- to cope with stress;
- to meet the ethnic, cultural, health and educational needs of a child needing

adoption;

- to work with children's services and other agencies to secure necessary services for the child;
- to build and sustain close/intimate and reciprocal relationships;
- to understand other people's point of view and their feelings - empathy;
- to be in touch with sad and angry feelings;
- to resolve past traumas or losses;
- to build secure attachments, to share difficulties and accept help.

At the information meeting, enquirers are informed about the wide range of people who may be able to adopt and any limitations that may arise in certain circumstances. The information given will cover the following:

- families from all types of backgrounds;
- people without children;
- people with children;
- single people;
- people from all ethnic backgrounds;
- people with disabilities;
- people who are not "perfect";
- people who have had problems in the past;
- people who rent their home;
- overweight people and smokers;
- people whose infertility treatment has ended.

Further explanation is given to each of these bullet points, so, for instance, when discussing weight, smoking and age, this is qualified by explaining that adopters need to have the health and vigour to meet the many and varied demands of children throughout their childhood and into adulthood.

Further information is given about the qualities needed to adopt, which are:

- ability to see the child as they are – not how you would like them to be;
- acceptance, commitment, flexibility, stickability, sensitivity, openness;

- ability to cope with a bit of a mess and disruption – not perfectionists;
- ability to ask for and accept help;
- sense of humour.

During the remainder of the assessment process, other criteria are explored in more depth with applicants, including the non-smacking policy, and the need for adopters to embrace Britain as a multi-racial society and value diversity.

Applicants attend a preparation course, which provides information about adoption. These courses also offer participants an opportunity to reflect upon the impact of adoption on themselves and their families and develop on support network of adoptive parents.

After the preparation courses all applicants are assessed, and the information collated, using the Prospective Adopters report produced by the British Association for Adoption and Fostering.

Applicants are visited within their own home, and seen together, and separately, if there is more than one applicant. Applicants are invited to make their own written as well as verbal contributions to their assessment and are given the opportunity to read and comment on the completed Prospective Adopters Report. Work with the adopters' own children is also undertaken if appropriate. Other members of the household are also interviewed. Significant relatives and referees are seen at this stage. A mid way review is held with the applicants and social worker. The assessing adoption social worker will make a recommendation about the suitability of the applicants to be adopters. The adoption social worker will give a copy of the written report to the applicants who will have ten working days to give their views to the agency. Prospective adopters are expected to attend the adoption panel when their application is being considered.

d. Inter-country adopters

(NMS 2, 3, 4, 5, 6, and 18 apply)

Applicants for Inter-Country adoption are referred to Doncaster Adoption and Family Welfare Society for a comprehensive inter country adoption service. There will be a change made to the family by the Doncaster Adoption and Family Welfare Society

e. Non Agency

- Enquirers approaching the Service are sent written information about non agency adoptions within five working days.
- Applicants are asked to confirm in writing that they have received the information and they wish to proceed by completing a Notice of Intention Form.
- Applicants are asked to complete an initial application form.
- Applicants are asked to sign their agreement for statutory checks to be undertaken in line with agency adopters.

- A social worker is allocated and begins the home visits and other enquiries.
- The applicants submit their application to court.
- The social worker completes the Annex A report for court.

f. Birth parents - Support, information and counselling for birth parents

(NMS 7, 8, and 9 apply)

It needs to be acknowledged that most birth parents will find it difficult to accept that they can no longer parent their children and that adoption represents the best outcome. The Derby City Adoption Service fully supports the principle in the National Adoption Standards that birth parents and birth families are entitled to services, which recognises the lifelong implications of adoption. The child's social worker and adoption social worker have discreet but complementary roles in providing services to birth families. The Adoption Service and childcare workers will endeavour to work with birth parents to enable effective plans to be made and implemented for their children and ensure that birth parents views about adoption and contact are fully recorded.

- It is the responsibility of the children's and adoption social worker to explain the adoption process and gather the birth parents views about the kind of family they would ideally like for their child. The birth parents will also be asked for their views about contact and whether they would like their child placed with siblings. The adoption social worker will explain the importance for the child of having a full medical history of not only the birth parents but also the birth family. The Adoption Service will be responsible for providing the birth family with information about local and national support groups and helping them to fulfil agreed plans for contact.
- Birth parents are entitled to see what is written about them and presented to the adoption panel.
- All birth parents will be encouraged to provide information, and contribute, to their child's Life Story Book and Letter for Later Life.
- In addition birth parents are offered access to further counselling provided by the Independent Worker for birth families
- The Adoption Service will provide birth parents, via the childcare social worker, with an information leaflet explaining the adoption process.
- Following the making of an Adoption Order birth parents can access services through the Derby City Post Adoption Service.

g. Adoption panels

(NMS 10, 11, 12, and 18 apply)

Derby City has two adoption panels with independent chairs and attended by The same Agency Adviser to the Adoption Panels. The panels are constituted in line with the adoption Agencies Regulations 2005 and follow the requirements of the National Minimum Standards (Standard 11.3).

Prospective Adopters are positively encouraged to attend panel for their approval consideration and for the matching of children with them.

Prospective adopters are given a leaflet explaining the panel process and are also asked to complete an evaluation form after the meeting. Their comments are fed back to the panel and retains a copy of all evaluation forms.

The Adoption Match Planning meeting monitors the progress of family finding for all children where adoption is the plan.

h. Preparation of prospective adopters for the placement of a child, including the provision of appropriate support post-placement and post-adoption

(NMS 5, 6 and 18 apply)

Prospective adopters have already received some preparation for the placement of children through attendance at the preparation courses and during their assessment. (See above – Sections b and c)

When prospective adopters are identified as meeting a particular child or children's needs the adoption worker and child's social worker will provide the prospective adopters with verbal and written information about the child. If the prospective adopters wish to proceed they will receive further detailed information and will be visited by the child's foster carer and the two social workers. All adoptive parents should have the opportunity to meet with the medical adviser prior to the adoption panel, particularly where children have special needs. If following a period of reflection all parties wish to proceed, a matching report, which incorporates the Adoption Support Plan, is prepared for the adoption panel which will recommend whether or not the matching should proceed. As well as seeking the prospective adopters' views about the placement, children's views are sought where they old enough to express a view.

In order to plan introductions and placement of a child, the Adoption Service Manager chairs a Placement Planning Meeting. Following placement the prospective adopters continue to receive visits from the adoption social worker, who supports the placement until the adoption order is made. Once placed the child is reviewed by an independent reviewing officer who will continue to regularly review the placement up to the making of an adoption order. Derby City has a Adoption Support team. (See Section N for details)

Derby is a member of the East Midlands Adoption Consortium. The aim of the consortium is to increase the choice of adoptive placements regionally by circulating details of children and approved adopters who have not been linked by their own agency. The consortium also strives to achieve consistent high practice standards across the region. Derby City also increases placement choice by using the Adoption Register for England and Wales. Derby City produces a brochure of Prospective Adopters and children requiring adoption.

i. Preparation of children for placement with prospective adopters, including the provision of appropriate support post-placement and post-adoption

(NMS 5, 6, and 9 apply)

Every effort will be made to find a placement which meets the child's emotional and developmental needs taking into consideration their religious persuasion, racial origin and cultural and linguistic background. However no child should have to wait indefinitely for the ideal placement.

Every child should have a Life Story Book, a Letter for Later Life and a written guide to adoption . This work should be undertaken by the child's social worker with help and advice from the adoption worker. Every effort is made to provide the child with the fullest possible family history and help maintain their heritage. The Letter for Later Life includes information about the child's birth and early life, and provides up to date information about themselves and their situation.

Age appropriate work is undertaken with children to ascertain their wishes and feelings about adoption and the kind of family they would ideally like to live with. Once a family has been identified, children are given appropriate information, depending on their age. The placement planning meeting co-ordinates an age appropriate introduction timetable. This is reviewed during introductions to assess progress and whether the timescale for the child's move needs to be adjusted in accordance with their needs.

Post placement the social worker continues to support the child in placement but where more in depth work is identified the child and prospective adopters can be referred to other appropriate post placement/adoption support services, for example, if agreed as part of the Adoption Support plan.

j. Clear criteria for adoption financial support and other payments, the arrangements for review and making these available to adopters

(NMS 6 applies)

The Derby City Adoption Service will pay pre-placement costs (introductory expenses and agreed settling in expenses) in certain circumstances and will also meet the cost of legal expenses where the adoption is contested or particularly complex.

At the point of matching, all children must have an Adoption Support Plan which sets out both the prospective adopters' and child's support needs, with any financial implications, and how the adoption service intends to meet these. The Adoption Support Plan must be agreed with the adoptive family and the Head of Service Adoption and Fostering before being presented to the Adoption Panel.

The Adoption Service has a dedicated inter-agency budget when it is not possible to place a child with Derby adopters.

k. The process for establishing, maintaining, monitoring and reviewing contact arrangements for each adopted child

(NMS 8 and 9 apply)

The adoption service recognises the importance of children and young people having

suitable contact with their birth families and other significant people. Such contact is entirely governed by the best interests of the children. Contact can vary from the annual exchange of written information to face-to-face contact with members of the birth family at intervals appropriate for the child.

The Adoption Support Service operates a well-established letterbox contact arrangement for the exchange of information between adoptive families and birth families. Birth families are also supported in arrangements for direct face-to-face contact, when deemed to be in the child's best interest.

The Adoption Service generally believes there are mutual benefits of at least one meeting between a child's birth parent and adoptive parents around the time of placement; other significant birth relatives may also be involved.

Contact plans are first considered at the Looked After Children reviews, and included in the care plan. Adoption panels may advise on contact plans and whether an application should be made for a Placement Order. Further work to ensure that these plans are viable may take place at any time between the Adoption Panel (Best Interests), the Care Order, the Adoption Panel (Matching) and the placement of the child with prospective adopters. Children's needs will change over time and contact plans should evolve to reflect the child's changing circumstances and needs.

Post placement contact arrangements continue to be reviewed at each adoptive placement review. The service does not formally review contact arrangements after the order is made, but if issues arise these are addressed through the Adoption Support Service.

l. The review of disrupted placements, ascertaining the causes for the breakdown to aid future planning for the child

(NMS 6 applies)

Following a disruption the Derby City Adoption Service convenes a disruption meeting in order to try and achieve a better understanding of the factors which led to the breakdown of the placement. This helps in planning future placements. An experienced, preferably independent childcare manager chairs these meetings. A summary of the conclusions of the meeting are presented to the adoption management team meeting and the relevant adoption panel in order that they can learn any lessons.

m. Investigations into allegations that are made known to adoption service staff, adopters and children and young people

All child protection investigations involving children placed for adoption are in line with the procedures of the Derby City Safeguarding Children Board.

n. The range of post adoption support services available to all those affected by adoption

(NMS 6, 9, 18, 25, 26, and 27 apply)

The Adoption Support Team provides services to all parties affected by adoption in line with the Adoption Support Services Regulations 2005.

This includes schedule 2 counselling for adult adoptees and birth families. There are regular adoptive parents and adopted children, support groups, adoptive family events and training opportunities.

All known adopters in Derby are sent regular information via news letters.

All newly approved adoptive parents are offered free membership of Adoptions UK for one year. The team undertaken assessment of support needs and direct services to adoptive families, working in partnership with other agencies.

0. An equal opportunities policy that covers all aspects of adoption

The adoption service will treat all service users fairly, openly and with respect throughout the adoption process. Applicants wishing to be approved as adopters will be considered irrespective of age, ethnicity, religion, gender, sexual orientation or disability, providing the adoption service believes that they can safely meet the needs of children into independence.

Every effort will be made to find a placement which meets a child's emotional and developmental needs taking into consideration their ethnicity, religion, language, culture, gender and disability. However no child should have to wait indefinitely for the ideal placement.

7. Monitoring and evaluation of the provision of services

The Derby City Adoption Service has developed a comprehensive system for monitoring service users feedback during different stages of the adoption process. This information is analysed and used in staff supervision and team meetings. Where necessary the information is used to improve the service.

This monitoring includes:

Adoptive applicants

- Feedback on the Information Meeting.
- Feedback on attendance at preparation courses.
- Feedback on the assessment process.
- Feedback on attending adoption panel.
- Feedback on written information at time of placement.
- Evaluation of service received following the making of an adoption order.*

Birth parents

- Their views are sought at all stages of the process and particularly in relation to the Child's Permanence report

Children

- The views of children are recorded in their adoption file at all stages and where appropriate in the Child's Permanence Report.

Monitoring of the Adoption Service

- The SWIFT computerised data and information recording system tracks the progress of children looked after. The 'infoview system' provides management information across a range of indicator and performance issues. The service has produced a Business Plan, which reviews performance in the previous year and sets targets for the forthcoming year, having regard to any serious shortfalls in the service and the standards expected.

There are review systems in place for the following:

- monitoring the progress of children prior to placement through four monthly updates to the adoption panel;
- all approved adopters are formally reviewed at six monthly intervals by adoption social worker and team managers;
- the independent adoption reviewing officer reviews the progress of all children placed for adoption;
- staff within the Adoption and Children's Services supervise and monitor the placement;
- the adoption panel has an overall quality assurance role to uphold best practice, in conjunction with the Agency Adviser to the Adoption Panels.

There is a well-established supervision policy, which is available to all members of staff

The Head of service meets regularly with Service Managers to discuss issues of policy and practice arising from developments in the service.

The Assistant Directors meet with all Heads of Service bi-monthly to consider all performance indicators including adoption.

8. Storage, access, maintenance and security of adoption records

(NMS 25, 26 and 27 apply)

The indexes to all adoption case records are kept for at least 100 years, and where the case concerns a placement resulting in an adoption order being made, the related case papers are kept for 100 years from the date of the making of an adoption order. All requests for access to closed adoption files must be made through the Adoption Support Manager and a log of all requests is maintained. All files are held in lockable, secure storage. Some older files of cases prior to 1997 are still held by Derbyshire County Council in their Archive Service in Matlock.

9. A summary of the procedures available to service users and others if they are dissatisfied with the adoption agency

Complaints about adoption fall into two categories.

1. Any service user, or a person acting on behalf of a service user with their informed consent, can make a complaint about the service received from any of the adoption teams. The majority of such complaints will be dealt with under a complaints procedure established in line with The Children Act 1989 Representations Procedure (England) Regulations 2006 and the statutory guidance "Getting the Best from Complaints". Where a person making a complaint does not qualify to access that procedure, the complaint will be dealt with in line with the Derby City Complaints Procedure. Complaints may be made directly to any member of staff of the adoption service or to Sian Hoyle, Head of Communications and Customer Support, Children and Young People's Service; Derby City Council, Middleton House, 27 St Mary's Gate, Derby DE1 3NN Tel 01332 716934.

2. Where the decision maker is minded to not recommend the approval of adopters, they will have the opportunity to have their case reviewed by the adoption service or referred to the Independent Review Mechanism. The Independent Reviewing Mechanism is organised by the British Association for Adoption Fostering (BAAF). The Independent Review Mechanism (IRM) is a review process, conducted by a panel, which prospective adopters can use when they have been informed that their adoption service does not consider them suitable and does not propose to approve them as adoptive parents (or has withdrawn their approval). More information on the IRM can be obtained from the IRM Contract Manager, Dolphin House, 54 Coventry Road, Birmingham B10 0RX. Telephone: 0121 766 8086 Fax: 0121 766 8557 E-mail irm@baaf.org.uk.

10. The address and telephone number of the Office for Standards in Education, Children's Services and Skills (OFSTED)

Head Office functions operate from the following addresses:

Ofsted National Business Unit
Royal Exchange Buildings
St Ann's Square
Manchester
M2 7LA

Telephone: 08456 404040

E-mail: enquiries@ofsted.gov.uk

Website: www.ofsted.gov.uk

11. The system for reviewing the Statement of Purpose

The Statement of Purpose will be reviewed in conjunction with the Adoption Service Plan and presented to the appropriate Committee of Derby City Council annually.

