

APPENDIX B

Brent Adoption Action Plan

This action plan has been formulated in response to the Ofsted recommendations following the inspection of the Adoption Service February 2012.

The action plan encompasses the four recommendations from Ofsted and will be monitored by the Head of Service for Placements alongside the Assistant Director Children Social Care.

Adoption Recommendations

Ofsted Recommendation	Actions	Lead	By When
1. Ensure that the life story book is given to the child and prospective adopters in stages: at the latest by the second statutory review of the child's placement with the prospective adopters and the completed life story book at the latest within ten working days of the adoption ceremony (NMS 2.7)	To look at how life story work is currently managed within Brent and also across neighbouring authorities To work alongside Adoption Managers and Care Planning Managers to ensure books are completed on time	Head of Service Placements	End of March 2012
2. Monitor performance against the timescales outlined in this guidance and make this information available in the six-monthly reports under the National Minimum Standards 25.6 (Adoption and Children Act 2002, Chapter 2, paragraph 3)	To review performance monitoring systems and ensure this is written into the reports to executive every 6 months	Head of Service/Adoption Team Manager	Ongoing 6 month report due June 2012. To be completed by then
3. Provide a children's guide to adoption support including all the information outlined in this standard (NMS18.6)	Write a guide for adoption support	Head of Service/Team Manager	Completed, awaiting print
4. Continue to manage the service efficiently and effectively to ensure delivery of a good quality service which meets the needs of children and other service users. (NMS 25)	Continue improvement programme	Head of Service/Team Manager	Ongoing