

Ofsted Report Action Plan 2012

Source	Action	Person Responsible	Date to be completed	Comments
<p>Recommendation: Ensure that foster carers' reviews are conducted at intervals of not more than a year. <i>(Breach of Regulation 28(2))</i></p>	<ul style="list-style-type: none"> • A review of the process and paperwork to be undertaken and for a process to be established which ensures compliance. 	Family Placement and Panel manager	June 2012	<p>To seeks other LAs' processes so as to consider other ways of working.</p> <p>To develop the structure and systems which meet the recommendation and implement to become business as usual.</p>
<p>Recommendation: Ensure that children are encouraged to keep memorabilia of their time in placement <i>(NMS 26.7)</i></p>	<ul style="list-style-type: none"> • Work with the care ambassadors to establish a benchmark of expectations. • Communicate to all carers the importance of maintaining memorabilia: • Through training events - pre and post approval. • Through discussion with HFN • Through the six weekly supervision process with foster carers 	Family Placement, Workforce Development Team	September 2012	<p>To develop the structure and systems which meet the recommendation and to become business as usual.</p>

<p>Recommendation: Ensure that all employees' full employment history, together with a satisfactory written explanation of any gaps in employment, is obtained during the interview process. (<i>Breach of Regulation 5 (Schedule 1)</i>)</p>	<p>Clarification to be sought from Ofsted around employee records where the individual commenced prior to the introduction of Safer Recruitment Guidelines - 2004/05 and whether there is an expectation that staff who were employed prior to this date and have remained in continual employment with HCC should have any gaps in the employment record confirmed or whether a note placed on file outlining that the individual started pre guidelines being implemented.</p> <p>To review approach with the recruiting managers to agree the responsibilities of the recruiting manager at interview (and re-run safer recruitment training if appropriate) with agreement with the Fostering and Adoption Management Team that no appointment process will be commenced following an interview without a complete 'pack' of information being provided (i.e. right to work, gaps in employment, interview notes). This will re-enforce the responsibility of the manager at interview, as if the</p>	<p>HR manager</p>	<p>June 2012</p>	
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	<p>information is not provided at interview stage it is difficult for HR to secure once the individual has started in employment.</p> <p>To review all current staff personnel files in fostering and adoption and ensure they are 100% structured in the approach implemented in 2009 (clear sections for recruitment, training etc), are compliant and signed off against safer recruitment regulations (pending decision from Ofsted on those employed before 2004/05) with any gaps rectified with the support of the Fostering and Adoption Management Team.</p> <p>To do a 100% check that all staff are registered with the GSCC and have registration where the 'end date' is less than three years old and that this information is stored on SAP</p> <p>To review the GSCC re-registration process in light of the proposed changes to the professional body and to implement a reviewed approach.</p>		<p>By Sept 2012 we would expect a revised approach for re-registration to have been signed off and implemented.</p>	<p>The new professional body will come into effect from Nov 2012 and so we would envisage a new approach across both CSD and ASD is likely to be developed over the next six months.</p>
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<p>Report: Make the report available to children, young people and all relevant stake holders</p>	<ul style="list-style-type: none"> • Publicise Inspection Report on Ecomms • Notify HFN of the report and Ofsted website details • Notify the Care Ambassadors of the report and to share it with young people in foster placements. • Present the report to the Children and Family Advisory Panel. 	<p>Family Placement, Marketing Manager, HFN Chair,</p>		