

## SERVICE IMPROVEMENT PLAN – ADOPTION SERVICE

<p><b>Red (trouble):</b> At risk to miss scheduled completion date. Immediate management action required.</p> <p><b>Amber (danger):</b> At risk if issues are not addressed. Attention required.</p> <p><b>Green (all good):</b> On track to meet scheduled dates</p>					
SMART Objective	Measure of Success (Evidence)	Action	By Whom and When	Progress reported January 2021	RAG status
Adoption preparation groups to be reviewed and planned delivery for mid-February	Preparation to be reviewed and looked at against the new packs for 2019/20	Packs ordered – key social workers and manager to meet and track content of packs and any change to the preparation group.	Senior and social workers. Not later than early February 2020.	Complete March 2020.  Despite COVID19 restrictions 2 preparation groups have been delivered in 2020: July and Nov.	Green
Post adoption support to be reviewed and renewed approaches to practice developed.	All adopters to be surveyed to ask what kind of supports they feel they need.	Complete – 4 feedback forms.	Senior and social workers in agreement with team manager. To be in place for 01 March 20.	Survey sent Nov 2019. Further survey sent Nov 2020. 4 responses to first survey: 0 to second. Historically surveys have drawn limited response. New actions – <ul style="list-style-type: none"> <li>Ask adopters what might work better.</li> <li>Carry forward into development plan 2021-22.</li> </ul>	Green

**Appendix**

		Outcome: groups to be re-established. Adopters groups and Adoptee.	End of April 2020	Limited take up of group.	Amber
	Post Adoption Support (PAS) Plan to be developed and tested. (For adoptees returning for support)	Template complete – test of change to be complete waiting on the assessment of needs to finalise.	Feb 2020	PAS plan reworked and a test of change on the template is underway and needs to be evaluated. Following evaluation further action to be carried forward to development plan for 2021.	Amber
	All adopters to receive 1 year post approval support from Adoption UK.	Budget manager to approve (membership subscription with Adoption UK.)	In place	In place	Green
	Training Calendar to be drawn up – training to be provided on a rolling basis	Key social workers to consult with adopters to track what might be the training needs for adopters throughout the lifespan of the child.	Suggested rolling training plan to go out for consultation end of Feb 2020.	All adopters have now been offered on-line training as a standard approach to PAS.	Green
A service operation manual will be completed formalizing	Key staff will harness our policies and use as a basis for constructing	The manual will be tabled at the practice governance	To be completed by Adoption Staff team by the end of April 2020	Complete September 2020. PGB – approved	Green – although later than planned.

Appendix

the services policies and procedures	(i) Approach to practice and (ii) Manual.	board (PGB) by the team manager		Updates and revisions will be added as they arise.	
Create an adopter handbook – this will contain (i) the aims and objectives of the service (ii) the policies and procedures, including the service complaints procedure.	The handbook will be accessible to adopters and to prospective adopters.	Adopter handbook will go out for consultation to our adopters and then progress to PGG for practice agreement.	All involved in the adoption service  Summer 2020	The handbook has yet to be created and all other action therefore are delayed. Carry forward – into plan 2021.	Red
Recruitment strategy	Recruitment strategy will be in place	Complete needs analysis for Looked after and accommodated children in Moray.  Reference to existing data  Draft strategy to PGB.	Team Manager in consultation with the senior and social worker in the adoption service. End of January 2020  End of January 2020  End of Feb 2020	Complete end January 2020. However given passage of time further analysis will be needed.  Complete end January 2020: but given time, will need further analysis.  Strategy for adoption yet to be devised.	Red  Red  Red

Appendix

		Use of social media - set up specific to adoption. Possibly led by adopter.	Progress Feb- April 2020	Work has been progressing but not concluded on exploration of options/ safe platform. Carried forward – 2021.	Red
Test of change for post adoption support processes	Refresh existing process.	Identify possible adopter for test of change	Adoption team members. Measured outcomes from the test of change by end 2020.	The PAS plan was reworked however as an action this was too narrow and limiting given the need to be nimble in support for adoptees/ adopters.  The team are seeking to engage with SDS process too. Revised action – agree systems around PAS and then the processes to support those in context of these being responsive and not “fixed”  Revised timescale Aug 2021	Red
Support groups for birth mothers	Link in with other services to establish where there may be crossover e.g. Moray Drug and Alcohol Partnership.	Contact MADP to establish where there may be needs that cross between the services.	Adoption team members End of Jan 2020	There has been impact of covid on group work. Will revisit nature of existing group in March 2021 to model future groups on.	Amber

**Appendix**

Support groups for Adoptees	Develop approach and consult with adopter on what form these groups should take.	Group is being set up by an adoptee	Adult Assessment team staff to facilitate adoptee led group. End Feb 2020	Progress impacted by covid – some adult adoptees want this support. Meeting with communication team to explore adverts. Private Facebook group will be set up.	Amber
Develop our links with our neighbouring authorities	Link with Aberdeenshire and with Highland - to see what we can offer across the North of Scotland in Post Adoption Support including adopters, birth families and adoptees.	LGBTQ groups been offered to our families.  Explore what is on offer and what we could offer	Team manager and seniors  Summer 2020	Not actioned for a number of reasons.	Red
Working relationships within and across the teams.	Improved working relationships between placement services and childcare teams	Address this need at PGB.  Focus on establishing clarity of role/ remit and communication to assess and meet child's needs.  Ensure the agendas at meetings reflect the business of the various teams that constitute the service	Team manager By end January 2020  Jan- April 2020  Ongoing throughout 2020.	This was less of an issue for the adoption service. It is considered that each service being inspected at the same time may have resulted in this being reflected in the adoption service.  However given that the team manager will devise a survey for the foster service – one will be created for the adoption service as well.	Green