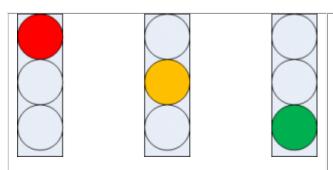
SERVICE IMPROVEMENT PLAN - FOSTERING SERVICE



Red (trouble): At risk to miss scheduled completion date. Immediate management action required.

Amber (danger): At risk if issues are not addressed. Attention required.

Green (all good): On track to meet scheduled dates

SMART Objective	Measure of Success - (Evidence)	By Whom and When	Progress reported January 2021	RAG status
Robust Quality Assurance Process in place for Fostering Service	All PVG and statutory checks are done as per policy.	The operations manual and specific guidance for process of review, with timescale address this.	All PVGs are completed within timescales and tracked by business support.	Green
	Reports are Quality Assured by Senior Social Workers or the Team Manager.		Reports are QA'd and a new and more robust system for QA is in place to support the work of foster carer reviews and fostering panel.	
	Supervision is carried out regularly and is of good quality.	Supervision and EDPR frameworks in place and working to measureable timescales.	New supervision policy in place and seniors finding it works very well in practice.	
	Review Meetings are held as per policy.		Foster carer reviews are now in an annual cycle and considered to be working well. One is outstanding for which there is a plan.	
Stakeholders' (children and young people in foster placements;	Participation Strategy that will apply for all services within PS will be developed.	Team manager (Acting) will develop the strategy from and for consultation.	This had been impacted by work needed for the Scottish Child abuse Inquiry and by COVID 19.	Amber

Foster-carers; Young People who Foster; Placement Services staff and	To be discussed at the Team Meeting.		A draft strategy has been formed but needs greater focus on rights. Cross refer with other LA Areas.	
childcare staff) views and feedback will be	Consultation with stakeholders – meetings throughout January 2020.	End of March 2020	A rights and participation forum has been created and has met over 4 months: the forum is supported by	
gathered on a structured basis to evaluate and develop service.	Final version of the strategy will be tabled at the Practice Governance Board (PGB)	Final to be produced by April 2020	the Equalities Officer for Moray Council.	
			Revised time scale for participation strategy - to March 2021.	
Have a current Operations Manual containing all relevant policies	Draft Operations Manual will be produced.	End January 2020	This had been impacted by work needed for the Scottish Child abuse Inquiry and by COVID 19.	Amber
and procedures related to the Fostering Service.	Consult - mid to end February 2020.	Take to team meeting. End February.	Operations Manual is in draft and working sessions are tabled to finalise having been delayed by	
	Following consultation – final draft of Operations Manual to be presented to Practice Governance	Team Manager table at PGB March 2020.	impact of covid.	
	Board (PGB)	Final - by end of March 2020	New date – March 2021 for PGG Review September 2021	
Foster carers and Supervising Social Workers will feel	Current supervision format will be used until end of February 2020.	Until end February 2020 – all Supervising Social Workers	Underway.	Amber
confident in using new Portfolio system.	Work with Foster-carers, to develop their knowledge of reflective practice and familiarise themselves with the new portfolio.	December 2019 -> review end of March 2020	There have been several meetings to look at the framework more closely with the staff team who are working on the portfolio with carers. However Covid has impacted on	

	Documents to be used, reviewed end of March.		development sessions and opportunities for peer group sessions.	
	Amend portfolio based on suggestions.	January 2020.	Achieved	
	Meet with foster carers early Jan to discuss their views.	January 2020	Achieved	
	Introduce new Portfolio system.	Beginning of March 2020.	IN part - Some carers have completed their portfolios while others want more support. All are engaging with it.	
	Feedback at monthly Team Meetings.	Review during 2020.	Revised timescale – Portfolios will be part of the formal process of annual review from April 2021.	
Review of Foster- carer Handbook	Social workers/ foster carers	March 2020	Work has not progressed with this in part impact of Covid and in part focus on various developments including the operations manual. The FC Handbook will be reviewed and updated alongside the Operations manual. Revised date – September 2021	Red
Improved working relationships	Address this need at PGB.	By end January 2020	Achieved	Green

between Placement Services and Childcare Teams	Focus on establishing clarity of role / remit and communication to assess and meet child's needs.	January – April 2020	Achieved - Safer caring frameworks have supported collaborative working relationships.	
Childre Teams	Ensure the agendas at meetings reflect the business of the various teams that constitute the service.	Ongoing throughout 2020	Achieved. Further progression – The Team Manager will devise a stakeholder survey in Jan 2021. Purpose - to measure the impact of changes. The date for completion of survey end February 2021. Audit and reporting to PGG end March 2021.	
All foster-care placements will have a Safer	All carers to have a safer caring plan.	March 2020	Achieved.	Green
Caring plan in place which is regularly reviewed.	All children to have a safer caring specific plan.	March 2020	Achieved.	
Togalary Toviowod.	Address any support needs staff / foster carers may have in joint session.	Staff to look at what training is needed both for them and for the foster carer cohort.	Change in training given covid from Fostering Network to internal. Safer Caring paperwork to be fully reviewed and tabled at PGG March 2021.	Amber
	Quarterly planning meetings between Placement Services and Childcare Teams to update the safer caring plans for carers.	PGG Feb 2020	Delay in part by Covid and need to refresh paperwork. To PGG by March 2021.	
Develop a Short- break scheme which meets the	Produce the recruitment policy for the SBS –	End of April 2020	Delay in part by Covid and in part by the need to review short breaks –	Amber

needs of the children and young people who require it.	Short Life Working Group to be convened. Linking in with new safer caring framework		which was agreed at Committee in November 2020. Revised date – May 2021.	
Panel Advisor	Panel Advisor confirmed in short and medium term. Explore longer term arrangement.	Corporate Parenting Manager – Jan with review September 2020.	Achieved – New panel advisor starting in the role from December panel. The remit will be undertaken by one of the consultant practitioners.	Green