



STATEMENT OF PURPOSE 2017

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INTRODUCTION TO CLASSIC FOSTER CARE'S FOSTERING SERVICE

Classic Foster Care is an Independent Fostering Agency based in Heywood, Rochdale; which is part of the Capstone Fostering Group. The service was first approved by Ofsted March 2010 and continues to be committed to ensuring the provision of a comprehensive Fostering Service. The Agency had their first Ofsted inspection in March 2012 and currently has been inspected again in July 2015, securing three 'Outstanding' and one 'Good' judgements. This is available upon request and by visiting www.ofsted.gov.uk

Classic Foster Care is a registered, regulated and inspected under the Fostering Services Regulations 2011 by Ofsted. The service has the required registration, approval and insurance, all displayed and available for inspection as required.

This Statement of Purpose is for the staff of the Agency, Foster Carers and Children as well as for staff (including parents) in a range of services who will work in partnership with us.

It is available for ALL people involved in the fostering process i.e Foster Carers.

A child focused Statement of Purpose is also available for children and young people who are in our service.

This document is supported by a range of more detailed information in:

- ❖ Classic Foster Care's Business Plan
- ❖ Classic Foster Care's Service and Action Plan
- ❖ Policies and Procedures produced by Classic Foster Care
- ❖ Minimum standards 2011 Action Plan

MISSION STATEMENT

Classic Foster Care is committed to providing the best service for children and young people and Foster Carers. It is our belief that better lives, better opportunities and better outcomes can be secured for Looked After children and young people by working in genuine partnership with a focus on the following themes:

- ❖ Child-centred philosophy / promoting outcomes for children
- ❖ Partnership approach
- ❖ Support for Carers
- ❖ Commitment to training, the value of education and a learning culture
- ❖ Continuous improvement

PRINCIPLES AND STANDARDS OF CARE

All children and young people deserve the best services possible. We want to provide safe, caring and stable placements and ensure children and young people, their carers and others responsible for them receive all the support they need to achieve success. We aim to meet and exceed all the requirements of the National Minimum Standards for Foster Care.

AIMS

Classic Foster Care aims to offer each child or young person a placement that meets their personal, social, health, development and education needs in the best possible way through:-

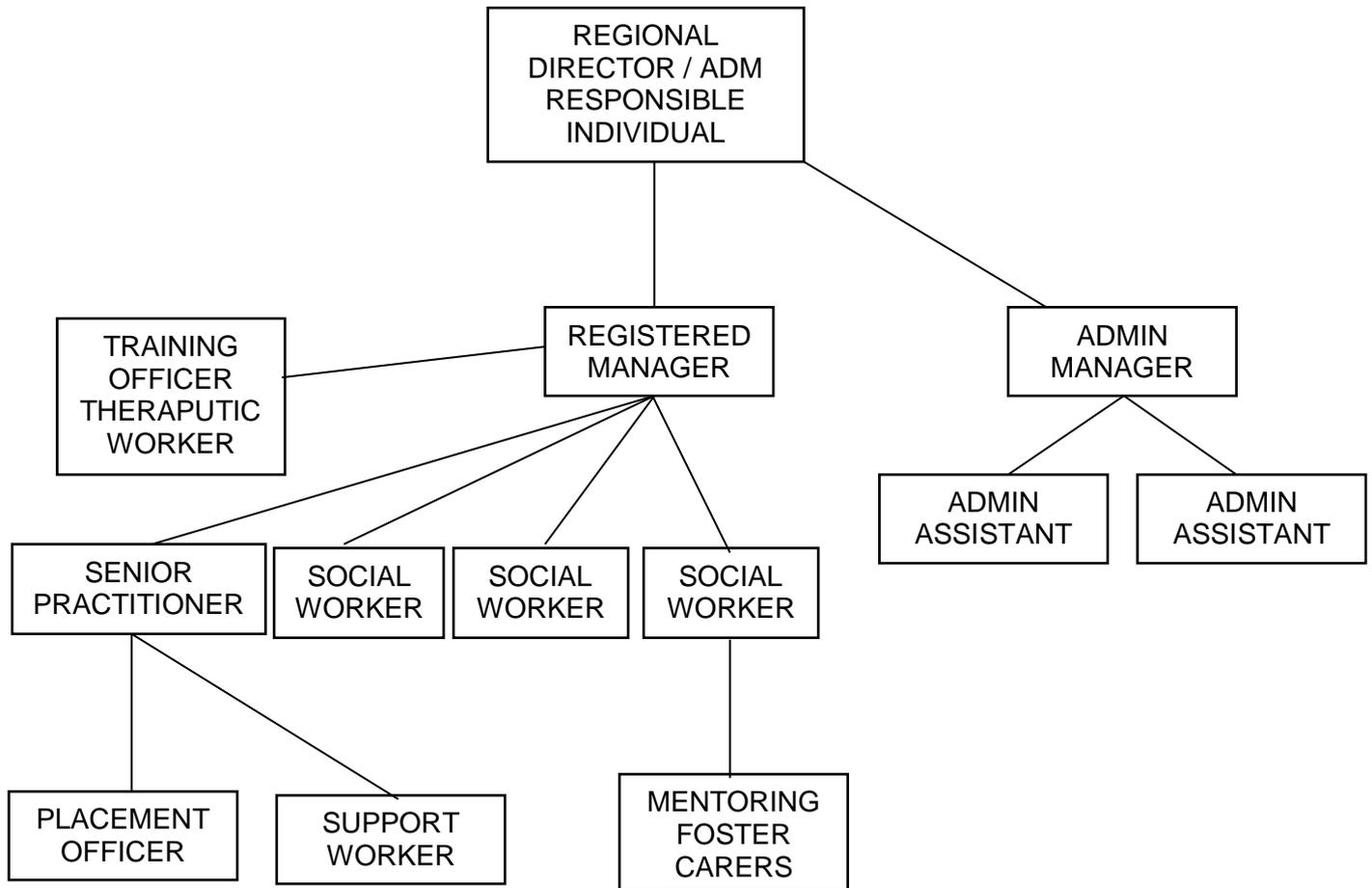
- ❖ A child-centred service which involves young people listens to and encourages their participation and treats all children with respect.
- ❖ Recruiting and retaining a broad range of skilled and committed carers
- ❖ Matching each child carefully with the best family
- ❖ An integrated approach incorporating health, education, social work and support specialists.
- ❖ Respect for individual differences and strengths including recognising issues of gender, religion, ethnic origin, language, culture, disability and sexuality in all placements.
- ❖ A commitment to training and personal development at all levels in the organisation.
- ❖ A focus on continuous improvement, quality assurance and meeting and exceeding all of the National Minimum Standards for Foster Care.

SERVICE PROVIDED

Classic Foster Care offers a full range of short term, long term, and support care / respite foster placements choice for children and young people of all ages from 0-18 years and beyond when within their interests to stay as part of staying put. In addition to this the service offers Parent and Child placements and placements are available for children with disabilities, Enhanced fostering placements (known as step-down). Carers will receive comprehensive training both pre and post approval including completion of the Training, Support and Development (TSD) Standards and an opportunity to complete appropriate child care awards. In addition Classic Foster Care will endeavour to provide specialist needs led courses. The Competence based Assessment process will be incorporated to all assessment work as will Risk Assessment, and equality and diversity, ensuring the best possible matching of children to the fostering family.

Each placement is managed and supported by qualified and experienced professionals.

STAFFING



*ACCOUNTANT

*PAEDIATRICIAN

*PANEL MEMBERS

*SOLICITOR / LEGAL REPRESENTATIVE

*BABYSITTER / CHILDMINDER

***As and when required**

Management structure

The company is owned by Capstone North and are not based at Classic Foster Care. The Regional Director/Agency Decision Maker is based alongside the Classic Foster Care Team.

The Registered Manager is available to Social Workers, support staff, Foster Carers and children as required; there is always a Duty Manager available to the service.

There is also a full time Administrative Manager and two Admin Officer's to the service. The service also has a Legal Representative (Child Care Solicitor), Medical Advisor (Paediatrician), finance support (Accountant) as and when required.

Supervising Social Workers / Additional support

There is one Senior Practitioner and three experienced Supervising Social Workers, who keep in close contact with Foster Carers throughout every placement. Social Workers/Support Workers will visit each placement every week for four weeks for all new placements and then at least every four weeks or more regularly if and when required for children who are placed on a respite, short term or long term basis.

Classic Foster Care also has an experienced Support Worker who is available to offer additional support to Foster Carers an allocated to all the children placed to do activities with children. The service also has a Training/Therapeutic Officer to ensure our carers are accessing training, support and professional development as well as being able to support staff and carers when additional therapeutic support and advice is required. TSD workshops and support groups for carers are available and during school holidays social activities for birth and children in placement take place.

A duty system is in operation 9.00am-5.00pm from Monday-Friday. The Out of Hours support is provided by a qualified worker in the evening and weekends, as required. (24 hour contact service) with access to an on-call manager, if required.

RECRUITMENT, TRAINING, APPROVAL, SUPPORTING AND REVIEWING FOSTER CARERS

In line with the Fostering Services Regulations 2011, Classic Foster Care has an established process and procedure for recruiting, training and supporting carers. During the initial stages of their application all prospective carers are provided with an information pack explaining the fostering role, the assessment and checks process and the financial details with regard to allowances, etc. As well as being advised to visit the comprehensive website. (www.classicfostercare.co.uk) Foster Carers and children placed is invited in various ways to contribute to the development of the service.

The aim is to complete all stages of enquiries, approval, training, assessment and panel process within a four to eight month period and all prospective Foster Carers will receive training from the Fostering Network "Skills to Foster" pack before moving on to stage 1 statutory checks stage and where successful stage 2 Competence-

based Assessment. Applicants are encouraged to contribute to their assessment reports and to attend the Fostering Panel in person.

FOSTERING PANELS

Classic Foster Care's Fostering Panel meets according, usually once a month. All necessary information is provided to Panel Members at least 5 working days in advance of the panel meeting. The central list has an experienced independent Chairperson, 2 Deputy Chairs, and includes members with a range of child care, social work, health, and education experience. The panel also has an experienced independent Foster Carer and an ex-care leaver on the panel. The recommendation of the Fostering Panel is ratified by the Agency Decision Maker, documented and decisions with reasons are shared verbally within 2 working days with written confirmation sent within 5 working days.

The Review Panel is also scheduled each month to hear induction reviews, held when carers have been approved for 6 months and to hear straight forward annual reviews (all first annual reviews go to the main fostering panel, as does any reviews where there has been considerable difficulties or breakdowns or in line with 3 yearly annual checks). A Review Panel takes place for all other annual reviews and the minutes of the Review Panel are seen at the main panel

POST APPROVAL

Once approved, the Foster Carer receives formal notification and at this stage signs the Foster Carers Annual Agreement (Schedule 5 in the Fostering Regulations), confidentiality statement and any other required documentation.

Following their approval, all Classic Foster Care carers have a programme of additional training/support groups/committee opportunities. Foster Carers profiles are sent out to potential placing Local Authorities on a regular basis to inform Local Authorities of vacancies for matching consideration. An anonymous version of the full fostering assessment and recent review (if applicable) will be sent to Local Authorities on request.

PLACEMENTS

Placement Plan Meetings (in line with the requirements of Care Planning) takes place within 5 days of a child being placed and representation from both Classic Foster Care's Fostering Team and the Children's Social Work Team will meet with the carers (and child if appropriate.) to discuss the placement needs and ensure all the required legal documentation is issued to the carers.

Annual Foster Carer Reviews are carried out in accordance with the Fostering Services Regulations 2011. Children, Social work staff and Foster Carers and their family are consulted with prior to the review and written information is presented as part of the review process as well as the carers receiving a copy of their report prior to panel. The review focuses on the carer's role over the last 12 months as well as their development. Training attended and future training needs are also explored as well as ensuring there is a Personal Development Plan.

The review process is in three parts – the third part of the review is carried out by an Independent Reviewing Officer. Foster Carer/s, foster child/ren, birth child/ren and Child Care Social Workers are invited to contribute. All reviews are brought to the Fostering Panel/Review panel for recommendation prior to going to the Agency Decision Maker for approval.

CHILDREN'S RIGHTS / GUIDE

There are various Children's Guides in circulation – one for children under 10 years and one for over 10's, one specifically for our Parent and Child Placements. Alternative ways of delivering the guide are via the interactive web page on our website, mobile app, DVD, and CD-rom's. a pictorial version for very young children or where developmentally delays or unable to read, other methods will continue to be developed to ensure effective communication with all children in Fostering – including disabled children, or where required in an alternate language.

All children and young people placed with Classic Foster Care are informed of who their Children's Rights Director is and how they can access support from an advocate.

The interactive website has a children's section where placement guides are available as well as a wealth of information in relation to children and their rights whilst being in our care.

Various forums/groups are available to children including 'Speak Out' group, youth groups and specific workshops and training to enable children to express their views.

MONITORING THE SERVICE

Classic Foster Care is committed to providing services, which comply with the Fostering Services Regulations 2011 and National Minimum Standards for Foster Care 2011 and Care Planning Regulations 2010.

Monitoring and evaluation takes place in the following ways:-

- ❖ Staff has monthly Supervision. Additional to this, staff has an annual Personal Development Plan with a review after six months.
- ❖ All Statutory Supervisory Visits, Annual Reviews, case discussions, safeguarding and Schedule 6 reporting, discussed during supervision will be signed off by a Manager.
- ❖ All annual reviews are brought before the Fostering Panels.
- ❖ Twice yearly meetings with the Independent Panel Chair
- ❖ Annual appraisals for all Fostering Panel Members
- ❖ Quarterly senior members meetings
- ❖ Twice monthly team meetings (one practice based the other strategic)

- ❖ Twice yearly development days for the team to ensure the service and staff members develop/progress appropriately.
- ❖ All policies and procedures and new guidance is circulated as 'draft' to staff and Foster Carers for 28 days to encourage feedback prior to being current.
- ❖ Regulation 35 reports are forwarded to Ofsted on a quarterly basis.

The Fostering Panel will provide advice, monitoring and discussion regarding the Fostering service and future improvements or developments. The Panel also invites children and young people to provide feedback and contribute to the design of services. Fostering information is reported to the Director / Panel on a 6 monthly basis. The Director and Panel will receive regular management information in relation to Looked After Children and Fostering activity. The Management Team and Fostering Panel will approve the Fostering Business, Service and Action Plans.

COMPLAINTS PROCEDURE

Classic Foster Care operates a Complaints Procedure which may be used by prospective Foster Carers and children placed in foster care. All children placed in Foster Care have access to the Complaints Procedure.

Information about how to make a complaint is available in a leaflet displayed in the office and on-line, in information packs to carers as well in the Foster Carers Handbook and within the Children's Guides. There is an Appeals procedure for prospective applicants who are turned down by the Fostering Panel. Or information in how they can apply to the Independent Reviewing Mechanism (IRM) should they wish to make a representation.

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Tel: 0300 123 1231
Email: enquiries@ofsted.gov.uk

Independent Review Mechanism (IRM)
Contract Manager
Unit 4 – Pavilion Business Park
Royds Hall Road
Wortley
Leeds
LS12 6AJ

Tel: 0845 450 3956
Fax: 0845 450 3957

E mail: irm@baaf.org.uk

APPENDIX

CATHERINE LOCKETT – REGIONAL DIRECTOR/AGENCY DECISION MAKER

Personal Profile:

Catherine has 30 years' experience of working within Social Care settings with 22 years experience in child care and 17 years' management experience. A Qualified Social Worker, Child Care Practitioner and Mental Health Practitioner, Catherine has a solid track record in the Fostering arena. Previously the Fostering Team Manager with Rochdale MBC, she was responsible for managing 22 staff and around 150 Foster Carers. Catherine has 'turned around' the Fostering service in Rochdale from a 'satisfactory' rating to 'outstanding' in every single category within 12 months. She set up Classic Foster Care March 10 as she has a passion to ensure that children are matched appropriately with Foster Carers and that carers feel fully supported 24 hours a day, working within a smaller organisation ensures that support, training for carers remain a priority and that the service can nurture and care and promote children's needs fully. Catherine was shortlisted for Rochdale Business Woman of The Year in 2011.

Classic Foster Care has also received an 'outstanding' judgement in their first inspection and for the last two years has been shortlisted for Rochdale Business of The Year.

Qualifications/Training

- Various social care and management training (full profile available on request)
- DipSW (Diploma of Social Work)

Training profile available upon request

Client Groups/Specific Skills:

- Fostering – Team Manager for LA and IFA
- Part of the North West Consortium
- Manager for a LA Leaving Care Team
- Manager of a Resettlement and Supported Lodgings Scheme
- Experience in Mental Health, Child Care and working with Adolescents
- Setting up an independent fostering agency

Employment History

CLASSIC FOSTER CARE (IFA)

August 2016 – present

Remains as the Agency Decision Maker / Responsible Individual

CLASSIC FOSTER CARE (IFA)

March 2010 to August 2016

MANAGING DIRECTOR / COMPANY OWNER

INDEPENDENT TRAINER / ASSOCIATE TRAINER FOR FOSTERING NETWORK
(APPROVED JULY 2010)

ROCHDALE MBC

September 2006 – March 2010
FOSTERING TEAM MANAGER

ROCHDALE MBC

July 2001 – September 2006
ASSISTANT TEAM MANAGER - LEAVING CARE TEAM (in conjunction with placement on CAMHS Team)

OLDHAM MBC

July 1996 – July 2001
HOUSING SUPPORT TEAM MANAGER

CALDERDALE MBC

July 1993 – July 1996
HOUSING SUPPORT OFFICER

CALDERDALE SOCIAL SERVICES

August 1990 – July 1993
RESIDENTIAL SOCIAL WORKER

LEEDS WESTERN HEALTH AUTHORITY – HIGHROYDS HOSPITAL

September 1986 – August 1990
STUDENT NURSE / RMN

JILL ARMSTEAD - REGISTERED FOSTERING MANAGER**Personal Profile:**

Jill has 30 years' experience working with Local authorities children's social services. Jill has had a range of roles within the 30 years such as from nursery officer, family worker, and assistant social worker and social worker, and team manager positions. Jill has worked with vulnerable children, young people and their parents who have been subject to Children in Need plans, Child protection plans or looked after Children plans.

Jill has developed and managed a highly successful child and family support service – consisting of five teams and includes an out of hour's team. These teams have supported vulnerable children in the community as well as supporting children in care as well as supporting foster carers.

Jill has worked within a child protection team and has experience of working with children and their families in stressful times in their lives.

Jill has worked at CAMHS and experienced a multi-disciplinary team, working within the framework of the Children Act 1989 and the Mental health Act 2000.

Jill has extensive management experience and has been responsible for quality assurance and performance management in her previous roles.

Jill has developed a contact service for the Council – supporting birth families to visit their children in care.

Jill has managed the parenting support team – delivering parenting courses to parents whose children are subject to child protection plans, YOT contact orders.

Jill has managed Sure Start Children Centres.

Jill joined Classic Foster Care in April 2012 as the Registered Foster Manager.

Qualifications

- BA Hons Degree in Social Work
- NVQ level 4 in Management
- Level 5 Diploma in leadership for Health and Social Care and children and young people's Services.
- Practice Educator awards stages 1 & 2
- Various social care and management training (full profile available on request)
- Certificate in Education – adult education, higher and further education.
- NNEB

Training profile available upon request

Client Groups/Specific Skills:

- Child and Family Support – Team Manager
- Manager of a Resettlement and Supported Lodgings Scheme
- Experience in Mental Health, Child Care and working with Adolescents
- Parenting Support Team –
- Family learning – literacy and numeracy courses

Employment History

CLASSIC FOSTER CARE (IFA)

April 2012 to present

REGISTERED FOSTERING MANAGER

ROCHDALE MBC

September 2005 – April 2012

CHILD AND FAMILY SUPPORT – SERVICE MANAGER

October 2001 – September 2005

CHILDREN AND FAMILY CENTRE TEAM MANAGER

(Including 8 months Placements in child protection team and CAMHS)

MANCHESTER MBC

September 1995 – October 2001

CHILDREN CENTRES - ASSISTANT TEAM MANAGER

ROCHDALE MBC

March 1984 – September 2001

NURSERY OFFICER

FAMILY SUPPORT WORKER/ASSISTANT CHILD CARE WORKER.

JULIE HAYES – TRAINING OFFICER / THERAPEUTIC COUNSELLOR

A creative and innovative trainer with over 25 years experience working with Children and Families. Able to communicate clearly when speaking and writing and works well with people by listening, understanding and supporting others. Shows energy, enthusiasm and tenacity for meeting difficult goals and taking on new challenges. Aware of latest issues facing families in today's society and how early intervention can make long term positive changes. More recently I have been working with Independent Fostering Agencies both pre and post approval.

Key skills and behaviours

- Exceptional training skills.
- Solution Focused.
- Person centred approach.
- Positive thinker.

Relevant experience

- Managing a team that delivers training to Families.
- Training practitioners in the Child and Family Support field.
- Coordinating training programmes.
- Supervising trainers.
- Direct work with Children and Families.
- Developed a Parenting Strategy for a Greater Manchester Local Authority.
- Knowledgeable in Quality Assurance.
- Trained with Children's Workforce Development Council.
- Attended training in Secure Base Attachment
- Deliver Skills to Foster, Safer Caring, Record Keeping, Life Story Work, Parent and Child, Transitions and Endings.
- Specialises in Managing Children's Difficult Behaviour
- Therapeutic Parenting

Career history at a glance

<i>Organisation</i>	<i>When</i>	<i>Job Title</i>
<i>Classic Foster Care</i>	<i>2012 –present day</i>	<i>Training Officer</i>
<i>J Hayes Training</i>	<i>2012- present day</i>	<i>Training Consultant</i>
<i>RMBC Support for Learning.</i>	<i>2005-2012</i>	<i>Parenting Support Team Manager</i>
<i>RMBC Early Years</i>	<i>2002-2005</i>	<i>Parenting Co ordinator</i>
<i>RMBC Children's Social Care</i>	<i>1997-2002</i>	<i>Family Support Team Manager</i>
<i>RMBC Children's Social Care</i>	<i>1993-1997</i>	<i>Family Worker</i>
<i>RMBC Children's Social Care</i>	<i>1993-1984</i>	<i>Deputy Manager Day Nurseries.</i>
<i>RMBC Children's Social Care</i>	<i>1980 -1984</i>	<i>Nursery Nurse</i>

Qualifications

- Level 4 Train the Trainer Award in work with parents (Intense support for families with multiple and complex needs) - CWDC.
- Certificate in Education.
- Counselling Level 3.
- Webster Stratton Parent Group Leader.
- Incredible Years Advanced Group Leader
- Strengthening Families Parent and Youth Group leader.
- N.N.E.B.
- Assessor training
- Coaching
- Secure Base Attachment.

- Trauma and Dissociation.
- Secondary Trauma

Non qualification courses

I have completed courses in the following subjects.

- Enterprising Leadership
- Attachment
- Evidence Based Practice.
- Early Intervention.
- Therapeutic work with Families.
- Integrated working
- Work based coaching
- Sexual Exploitation.
- Adult Mental Health.
- Protecting Information
- Integrated working.
- Attachment
- Evidence Based Practice.
- Early Intervention.
- Therapeutic work with Families.
- Theraplay

Career Highlights.

- Developed a Local Authority multi agency Parenting Strategy.
- Successfully developed and led a borough wide Parenting Team.
- Commissioned to write a training programme to reduce ASB.
- Gained National recognition and spoke at National Conferences about my work.
- Experience as a Training Consultant for Independent Fostering Agencies delivering a bespoke package on Managing Children's Difficult and Challenging Behaviour.

RACHEL RADCLIFFE – SENIOR PRACTITIONER / SOCIAL WORKER

Qualifications

BA Degree SOCIAL WORK SEPT 2011
 European Computer Driving Licence
 Health & Safety In the Workplace
 Initiated Practice Teacher Training, to be completed later in the year

Recent Training

- Cultural Awareness & Fostering Assessments
- Smoking Cessation Support
- Attachment
- “Child or Parent ? The Dilemmas in Parent & Child Placements”
- Child Protection Parts 1 & 2
- Emergency First Aid
- RSPCA - Breaking the chain – Cruelty to animals from children
- Research & Practice Relating to Adult Attachment
- Health Needs of LAC
- Self-Harm

- Radicalisation & Extremism
- Using Attachment Theory to work with Adults
- Leading a Team
- Managing Difficult Conversations with Staff
- Maximising Placement Opportunities
- Internet Safety and Social Networking
- Data Protection and Confidentiality - Fostering

Training profile available upon request

Relevant experience:

MINISTRY OF JUSTICE - BOLTON / BURNLEY JUNIOR & SENIOR ATTENDANCE CENTRE

Part Time Instructor – September 2007 – September 2014

In this role I was employed by the Ministry of Justice, working with Young Offenders on a weekly basis. The role was varied and included leading groups sessions and training to the young people. Sometimes the groups would have up to 30 attendees per group, and I would deliver to three different groups each day. The offenders were there as part of a court order, and their criminalities could range from car crime to domestic violence. Relationship building was key when working with them, as was behaviour management and assertiveness.

My main duties were;

- To provide weekly instruction to young offenders aged between 12 and 24.
- To deliver programmes to the offenders on life lessons such as sex education or alcohol awareness.
- To ensure and encourage offenders to complete their orders.
- Liaise with professionals across the board where necessary.
- To ensure offenders comply with the rules of the Attendance Centre and engage and participate whilst they are there.
- Challenge and manage difficult behaviours displayed by attendees.
- To provide assistance to offenders in other areas of their lives wherever possible, such as homelessness support.

UNIVERSITY PLACEMENT

THE SALVATION ARMY – MANCHESTER LIFEHOUSE

January 2010 – July 2010

My first placement took place in a Direct Access Hostel. It catered for 113 male residents, making it the second largest hostel in Europe. My role was to be keyworker for a number of residents, with a wide range of needs and support. These included, drug and alcohol dependency, various types of offending behaviour, and mental health issues. I was fortunate to carry out training at this placement in mental health, alcohol dependency and drug mis-use,. Roles at the hostel included;

- To implement a care plan for my assigned residents and to help them to acquire the tools they needed in order to move on and resettle into the community.
- To carry out initial assessment with residents, to find out all areas of support and needs.
- To carry out Risk assessments on the residents, ensuring they were kept up to date and relevant.
- Initial interviews on resident's arrival at the hostel.
- Monitoring behaviour of residents and recording any relevant changes.

- Carrying out room checks twice a day to check the welfare and safety of all 113 residents.
- Work as part of a team and ensuring that all relevant information was shared where appropriate.
- Making referrals to outside agencies wherever necessary e.g. drug / alcohol worker.
- Carrying out monthly reviews with my assigned residents to review care plan and make sure it is working as it is supposed to.
- Promote independence for the residents wherever possible.
- Monitor and implement safety rules within the hostel environment and challenge / address residents who were not abiding.
- Report any health and safety or behaviour breaches by residents to management.

ROUTE 53

Young Persons Mentor – September 07 – September 08

- Weekly sessions with a young person who was not accessing any education or training.
- We would discuss any problems / difficulties they were experiencing.
- To develop a plan of action and set of goals for the future of mentee.
- Provide guidance and support when necessary.
- To provide encouragement in various aspects of his development, such as education, social issues.
- Encourage and support in looking in to the young person's future.

CATHERINE ADAMS – SOCIAL WORKER

Qualifications

- Masters in Social Work Studies
- Social & Applied Psychology & Information Technology Honours Degree
- European Computer Driving Licence
- Practice Teacher Training
- NCFE Level 2 Certificate in Principles of Working with Individuals with Learning Disabilities
- Level 2 Emergency First Aid
- Understanding the needs of children & YP who are vulnerable & experiencing poverty & disadvantage (this unit carries 5 credits at Level 4)
- Health & Safety in the workplace - Level 2

Additional Training since 2013

- Cultural Awareness & Fostering Assessments
- Sexual Exploitation
- Food Hygiene
- Child Protection Parts 1 & 2
- Building Identity
- Living with the Angry Child
- Parent & Child Placements
- Breaking the chain (Animal Cruelty)
- Therapeutic Parenting of Traumatized Children & YP
- Health Needs of LAC
- Cultural Awareness

- Self-Harm
- Supporting YP with Independence Skills
- Screening Tools for Professionals, Adult Attachment & Temperament Styles
- Using Attachment Theory to work with Adults
- Introduction to Therapeutic Life Story Work

Training profile available upon request

Employment History

August 2010 – Present	Classic Foster Care
June 2007 – August 2012	Rochdale MBC Fostering Service
October – November 2006	SWIIS Recruitment – Contact Officer

Other relevant employment – Family Contact Officer, Classroom Assistant, Educational Support Worker, Play Worker.

My career in social care began after years working with the public in various settings including spending time as a Play worker and Classroom Assistant. Meanwhile I completed an Honours Degree in Psychology and Information Technology gaining a 2:1, then having realised my aspiration to work with children and families, I went on to achieve a Masters in Social Work. Whilst on placement, I spent 5 months working within an Independent Fostering Agency and before finding permanent employment I was employed as a Local Authority Contact Officer, supervising contact between children and their relatives. In July 2006 I began as a Social Worker for Rochdale MBC and remained there for 4 years before deciding to embrace a new challenge alongside Catherine Lockett, helping to establish Classic Foster Care as a successful Fostering Agency. Throughout the last (almost) 6 years I have assessed, trained and supported Foster Carers to ensure they provide the best possible care for the children they look after.

SHARON ADAMS- SOCIALWORKER

QUALIFICATIONS/TRAINING.

NVQ LEVEL2 – HEALTH AND SOCIAL CARE DEC 2004
 NVQ LEVEL3 – HEALTH AND SOCIAL CARE JULY 2006
 ACCESS TO HUMANITIES AND SOCIAL SCIENCES - PASS – JUNE 2007
 BA DEGREE – SOCIAL WORK – MARCH 2012

Additional Training

- ‘Chemical Soup’ – Smoking Cessation
- Attachment 8 sessions
- Skills to Foster
- Safer Caring
- Transitions & Endings
- Behaviour Management & De-Escalation Techniques
- Young Peoples Sexual Health – Parts 1 & 2
- Facilitating Groups
- Anti-Bullying
- Cultural Awareness
- Child Sexual Exploitation
- Webster Stratton
- Supporting YP with Independence Skills

- Attachment
- Radicalization & Extremism
- Using Attachment Theory to work with Adults
- Child Protection Part 1&2
- Child Trafficking and Exploitation
- Record Keeping
- Sanctuary Seeking Children
- Supervision and the Supervising Social Worker
- Psychoactive Substance Misuse
- First Aid
- Data Protection and Confidentiality - Fostering

Training profile available upon request.

Relevant Experience
FEB 1989 – JAN 2011

22 YEARS' EXPERIENCE WORKING WITH OLDER PEOPLE WITH MENTAL HEALTH DIFFICULTIES.

- To develop, plan and implement Care Plans and Risk Assessments to meet the person's individual needs.
- To provide activities and work with service users to manage their Mental Health with a positive outcomes.

UNIVERSITY PLACEMENTS

OLDHAM PERSONAL ADVOCACY LIMITED (OPAL) JAN-2009-JAN 2010

- To support young adults with learning difficulties to access education and employment.
- To work alongside young people with learning difficulties to empower them to have a voice as their advocate.
- To support parents with learning difficulties as their advocate in core and strategy meetings.
- To support service users out of residential care into independent living.

Child and Adolescent Mental Health Service. (CAMHS) – JULY 2010- JAN 2011

- Experience of working in a multi-disciplinary team. Working within the Mental Health Act 2000 and Children Act 1989.
- To offer assessment and treatment when children and young people have emotional, behaviour or Mental Health difficulties.

Dec 2011 – July 2012

Deputy Manager

- To develop, plan and implement Care Plans and Risk Assessments to meet the person's individual needs.
- To Manage administer, order and record all medications.
- To ensure the home was run as smoothly as possible with a staff ratio to meet the needs of the service user.
- To attend care plan meetings.
- Working within a multi-disciplinary team to provide the correct care for our service users.

July 2012 – July 2013

Child and Adolescent Mental Health Service. (CAMHS)

- Working as part of a multi-disciplinary team. Working within the Mental Health Act 2000 and Children Act 1989.
- To offer assessment and treatment when children and young people have emotional, behaviour or Mental Health difficulties.
- Covering duty to manage daily referrals .

VICKI MILLS – SOCIAL WORKER

QUALIFICATIONS

BA Hons in Social Work – 2014

NVQ Level 3 in Management – 2004

British Sign Language Level 2 – 1996

NNEB – 1994

Additional Recent Training

- Sanctuary Seeking Children
- Supervision & the Supervising Social Worker
- Data Protection & Confidentiality Fostering

Relevant Employment History

March 2015 – January 2017

Rochdale Children's Social Care – Social Worker

December 2010 – March 2015

Rochdale Children's Social Care – Deputy Centre Manager, Children's Contact Services

July 2009 – December 2010

Rochdale Children's Social Care – Deputy Manager – Managing a team of Social Care Workers

September 2008 – July 2009

Rochdale Children's Social Care – Deputy Manager, Child and Family Support Team

February 2006 – September 2008

Rochdale Children's Social Care – Family Support Worker – Out of Hours team, Child and Family Support

June 2001 – February 2006

Fisherfield Farm Nursery – Nursery Manager

October 1999 – June 2001

Educare for Early Years – Deputy Officer in Charge

Vicki joined Classic Foster Care in January 2017. She has a wealth of child care experience. Prior to joining Classic Vicki was working for Rochdale MBC for a period of eleven years and undertook various different positions within the service, including management.

VICKY LUCAS – SOCIAL WORKER

Qualifications

BA (Hons) Criminal Justice Studies -2010
Diploma in Probation Studies – 2010
NVQ Level 4 – Community Justice Working with Offenders – 2010
BA (Hons) Social Worker and Community Studies – 2005
Diploma in Social Work – 2003
Diploma in Counselling (Level 3) – 2001

Relevant Employment History

May 2016 – December 2016
Self employed – Independent Fostering Assessor – Capstone Foster Care

March 2014 – May 2016
Self employed – Independent Fostering Assessor – SWIIS Foster Care

December 2014 – May 2016
Independent Fostering Panel Member – Capstone Foster Care

October 2010 – March 2013
Approved Premises Supervisor, Probation Service Officer – Lancashire Probation Trust

October 2008 – October 2010
Social Worker – Barnardos Action with Young Carers

November 2005 – November 2006
Therapeutic Social Worker – Child Action Northwest

June 2003 – November 2005
Children’s Home Registered Manager – Keys Childcare Ltd.

Vicky joined Classic Foster Care on a temporary basis to cover maternity leave in December 2016. She is a qualified Social Worker and Probation Officer and has over 20 years’ experience working with children. She has worked in the statutory, voluntary and private sectors. She is a confident practitioner who is able to engage effectively with adults and children from diverse backgrounds.

AMANDA SIMPSON – ADMIN MANAGER

Education

1987-1992 Siddal Moor High School, Newhouse Road Heywood.
GCSE’s – 5 grade C or above

Qualifications/Training

June 2015 – ongoing	Business Solutions Bury College	Level 4 – Business and Administration
January 2015	Business Solutions Bury College	Level 2 – Health & Safety in the Workplace

August 2014	Business Solutions Bury College	NVQ Level 3 – Leadership & Management
May 2014	Business Solutions Bury College	Level 2 functional skills - ICT
March 2014	Business Solutions Bury College	Level 2 functional skills Speaking, Listening & Communication
January 2014	Business Solutions Bury College	Level 2 functional skills – Reading
January 2014	Business Solutions Bury College	Level 2 functional skills – Writing
December 2013	Business Solutions Bury College	Level 2 functional skills - Mathematics
February 2004	Hopwood Hall College Rochdale Road Middleton	New Clait - Pass

Various Human Resources webinars through Peninsula

Additional Training

- Attachment
- Data Protection Workshop
- First Aid
- Racialisation and Extremism
- Equality and Diversity

Full training profile available upon request

Relevant employment History

July 2004-April 2010	Rochdale MBC Foxholes House Foxholes Road Rochdale OL12 0ED	Residential Admin Assistant Fostering & Adoption Panel Administrator Assistant Admin Manager
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I commenced part-time employment with Children’s Social Care as the Residential Admin Assistant. Which involved processing all the admin work for the Local Authority’s three, five bedroomed children’s residential homes. This work was mainly office based although once a month I was required to visit and undertake work within each of the homes. The children’s units were governed by regulations and these needed to be adhered to. This position involved me working with many different professionals in order to obtain required information.

From November 2005 I progressed to full-time employment with Rochdale MBC as the Fostering and Adoption Panel Administrator / Assistant Admin Manager. This role

involved adhering to and monitoring regulations, standards and that timescales were followed and maintained. A large part of this role was undertaking all admin duties regarding the fostering and adoption panels, with included liaising with Social Workers and other professionals, gathering and distributing relevant paperwork, taking minutes and recording and monitoring outcomes and statistics. Gathering the recommendations from the Head of Service.

This role also included working out and making payments to Foster Carers, Family and Friends Carers and Adopters. Regular admin duties such as filing, photocopying, typing etc. were undertaken on a daily basis.

As Assistant Admin Manager I was responsible for the delegation of tasks to specific staff to meet the service requirements and to conduct regularly monthly supervision sessions with a number of staff. This role involved a lot of problem solving, budget management, health and safety monitoring as well as regular admin duties.

April 2010-Present Classic Foster Care Admin Manager / Panel Administrator

I now lead the team of experienced admin staff at Classic. As I have been here from the start of the organisation I have had a lot of input into the development of the service, the policies, procedures and the forms we use.

I am responsible for most of the financial duties as well as gathering data for statistical and Ofsted purposes.

I am also the Panel Administrator and undertake in-depth minutes of these meetings and liaise with Panel Members, staff, the Agency decision Maker, suppliers, Ofsted, Local Authorities, other professionals and service users where required.

SANDRA WORSLEY – ADMIN ASSISTANT

Qualifications

1970 – 7 CSE's and 'O Level Art/Craft

1970 – 1974 Hollins College for Hairdressing, City & Guilds Qualification

1974 – Diplomas in Colouring Techniques

2016 – ongoing – Level 2 Customer Services

Courses

2002 – Safety Frontline Staff

2003 – Basic IT Skills

2004 – Dealing with Customers using the Telephone

2004 – Dealing with Aggressive Customers

Training profile available upon request

Employment History

1970-2002

Throughout my hairdressing career I worked closely with the public on a face to face basis and via the telephone I also managed my own hair salon for a 3 year period.

In 2002 I gained a position in Rochdale Local Authority within their aftercare team my role was receptionist/admin and worked with Young People aged 15 to 21 years when coming into the office to use the facilities and meet their workers.

In 2007 I joined Rochdale Fostering Team as a support worker with family and friends foster carers which involved carrying out all the necessary checks e.g. health & safety, safer caring and all reference checks I was also involved in various other tasks e.g. supporting Skills to Foster training and along with other support workers organising events during school breaks for foster families and generally providing support when required.

I have always been involved working with people and families in an office based environment but also within family homes.

September 2011 – Present Classic Foster Care

ROCHELLE BLASBERG – ADMIN ASSISTANT

Education

2015 - Equality and Diversity (Level 2), Learning Curve

2015 - Health & Safety in the Workplace (Level 2)

2000 – GVNQ – Advanced Art & Design

1998 - 9 x GCSE's

Additional Training

- Radicalisation & Extremism
- Creating an Impact with Web Design, Bury College
- First Aid
- Understanding Autism, Asperger's & ADHD
- Psychoactive Substance Misuse
- Data Protection & Confidentiality Fostering

Training profile is available upon request

Employment

April 2014 – Present – Classic Foster Care

Dec 2008 – April 2014 – Rochdale MBC, Children's Social Care

I have worked 6 years in Children's Services as an Admin Assistant. I began my time at Rochdale MBC where I worked on many teams, Child in Care, CP, Specialist, Fostering and Adoption during my time I have gained knowledge and understanding of the importance of these services. I am now coming up to completing a year at Classic Foster care where I have found the transition over whelming on the passion this company has to offer and I'm happy to be part of this team and grow with them.

I am now entering my 3rd year with Classic Foster Care since starting I have gained a wealth of knowledge into the world of Fostering, I have grown in confidence and have achieved a number of new skills. I have developed as an individual but mainly as a team player.

HELEN PARTINGTON – SUPPORT WORKER

Personal Profile

I am an experienced, highly motivated and conscientious individual, who can work well on my own initiative with minimum supervision. I possess natural communication skills; I am comfortable and confident when liaising with people at all levels using various forms of communication. I am a proven team player who relishes new challenges and always look for practical solutions to problems. I am reliable, flexible, adaptable, prepared to take on new responsibilities, challenges and learn new skills.

I possess a wide range of skills and experiences when working with children aged 0-18 and their parents/carers. I have a non-judgemental and supportive approach. I am a positive role model and adapt well to children and families' individual needs. My approach is always consistent, positive and with a caring attitude and I am fully

committed to every task I undertake. I work within timescales and ensure I deliver a high standard of work with a consistent approach.

I possess a Full Driving License

Employment History

I obtained my NNEB qualification in 1984 and had 28 years' experience of working with Children and Families in Social Care and Surestart settings for Rochdale Local Authority. During this time I had 18 years' experience in management roles and gained a deep insight into the skills required to be a successful manager.

Current Employment

I became a Fostering Support Worker in May 2013 where my main role is to oversee and support all children from 0-18yrs within their foster placements. I am skilled at working with children who have experienced loss trauma or separation in their lives and use a variety of methods to engage them and help them manage their past experiences.

Roles and Responsibilities

- I work with Foster Carers alongside Supervising Social Workers which includes visits during 4 weeks of new placements offering additional visits if required.
- I cover duty at least weekly which involves dealing with any enquiries. The main role of the duty worker is to respond to all referrals for foster placements and contact foster carers with vacancies, using the matching considerations.
- I obtain Children's views for both birth and foster children which are important to be heard at annual panel reviews for foster carers.
- I support children out of school – educational focused and offering enrichment programmes to enhance their learning.
- I co-ordinate all Social events which includes their planning and delivering
- Risk management / I am involved with stage 1 and 2 meetings where placement may require additional support and a package of support is co-ordinated.
- Parent and Child work – I support carers with assessments (2wkly visits), including Parent and child Support group
- I run a Youth Group and am the 11years plus lead in independence planning
- TDS (Training Development and Support Standards) – I run workshops for carers and offer individual support to them to enable them to complete these within their first year of fostering.
- I undertake support network assessments prior to and when placing a child with a Support Network Carer.
- I run and supervise a Carers support group coffee morning on a monthly basis which gives carers an opportunity to exchange view which may be interesting and informative.
- I am the lead for health and safety related info – i.e. most recent government recommendations in the home and promote Child Safety Week.

Training and Qualifications

- NNEB
- In Service Course in Social Care
- Institute of Public Health and Hygiene

Various training courses during employment with RMBC including the following:

- 2001 – Domestic Abuse and the Impact on the Child
- 2002 – Observational Skills in Child Protection
- 2002 – Fabricated Illness – Munchausen by Proxy
- 2002 – Autistic Spectrum Disorders
- 2003 – Record Keeping and Report Writing
- 2004 – Staff Development and supervision Skills
- 2005 - Direct work and Life Story work with Children
- 2006 - Children with Disabilities
- 2008 - Drug and Alcohol Misuse and the Impact on the Child
- 2008 – Common Assessment Framework – Every child Matters
- 2009 – Graded Care Profile – The Neglect Model
- 2009 – Solution Focused Approach with Families
- 2010 – Child Sexual Exploitation
- 2011 – Child Development Theories
- 2011 – Child’s Needs and response framework
- 2011 – Working Together to Safeguard Children – update on Child Protection.
- 2012 - Children who Display Sexually Harmful Behaviour
- 2012 – Mental Health First Aid

Recent raining completed with Classic Foster Care

- Jan 2015 – Parent and Child Placements
- Jan 2015 – Health and Safety in the Workplace Level 2
- March 2015 – RSPCA Breaking the Chain of cruelty to animals
- March 2015 – Understanding the needs of Children and YP who are vulnerable and experiencing disadvantages CACHE (5 credits) Bury Business Solutions
- March 2015 – Level 2 in Mentoring Skills – Bury Business Solutions
- March 2015 - Health Needs of LAC
- June 2015 – The Autism Show, Event City
- June 2015 – Anti Bullying
- July 2015 – Cultural Awareness
- March 2016 – Radicalization and Extremism
- May 2016 – Introduction to Theraplay
- May 2016 – Child Protection – Parts 1 & 2
- July 2016 – Webster Stratton
- March 2017 – First Aid
- April 2017 – Internet Safety and Social Networking
- May 2017 - Data Protection & Confidentiality Fostering

JANINE JONES – PLACEMENTS OFFICER

Employment History

Throughout my working life I have always worked in Administration/Office based roles but they have varied depending on the type of company I have worked for.

I started off in the Travel Industry working both in a Travel Agents and then in the Thomson Holidays head office in London.

My next role was working for an Education company who dealt with OFSTED Inspections in schools. I organised and liaised with our Inspectors before, during and after the inspections. On a daily basis I liaised with schools and OFSTED.

After leaving Education I went to work for the NHS in the Bed Management department. This at times was a very stressful job and I was dealing with GP's, Consultants, Ambulance Control, hospital wards and A&E on a daily basis. Working alongside the Bed Managers we were responsible for making sure patients had beds for emergencies admissions.

I joined Classic Foster Care in July 2017 as Placement Officer. This can be a demanding and stressful role at times as I am looking at referrals that Local Authorities send through to us for children and YP that require Foster Care placements. On a daily basis I speak to Foster carers, Social Workers and other Placement teams across the country.

Education

1984 – 1989 - Saddleworth Secondary school

1989 - 1999 YTS on the job training in Travel and Tourism at Travel Agents in Oldham

Qualifications/Training

G.C.S.E – Maths, English, Geography, History and Art

2008 - NVQ Level 3 Business Admin - Whilst working at Focus Education

Additional Training

June 2017 - First Aid Training (Football Association)

June 2017 – Safeguarding (Football Association)

Enhanced Safeguarding – online course July 2017

Relevant employment History

July 2017 – Present – Placements Officer, Classic Foster care

Sep 2015 – July 2017 – Administrator - Nutrition and Dietetics, Rochdale Infirmary - NHS

June 2008 – November 2015 - Bed Management Support Officer – Royal Oldham Hospital - NHS

November 2005 – November 2008 - OFSTED Inspection Co-ordinator - Focus Education - Uppermill