

STATEMENT OF PURPOSE

The Catholic Children's Society Westminster is a faith based Charity established in 1859 in response to the poverty and deprivation experienced by children in the Catholic Diocese of Westminster. For 100 years, from the mid 19th century, our work primarily focused on provision of residential care. It then moved to family based care, in line with changing patterns in social welfare. The Society became a registered Adoption Agency in 1948.

The Society's geographical area comprises the London boroughs north of the River Thames, the Borough of Spelthorne and the County of Hertfordshire, and we have in the past operated as the Adoption Agency for the Diocese of Brentwood, covering the County of Essex.

The Society's role has changed over time but the ethos remains the same – to provide services to children within the Diocese of Westminster, of all faiths and of none, and from all cultural backgrounds, who are experiencing emotional and relational deprivation. We also continue to work with adults whose lives we were involved with as children.

Our aim is to promote the value of Catholic social welfare by providing social care and support services to vulnerable children. Expansion of community support services began in the 1970's as our residential homes closed. These services range from Family Centres to therapeutic services, and schools counselling, as well as providing ongoing support and advice to the adoptive families, approved by the Society, via the adoption support service provided by our Adoption and After Care Team.

Historically, the Society provided services to parents who wished to place their children for adoption and to families who were seeking to adopt. In common with other Voluntary Adoption Agencies this changed to placing children from the Local Authority care system for whom the plan had been agreed as Adoption. The Society ceased to recruit and assess prospective adoptive parents in December 2008. The last adoption order was made in September 2011. We de-registered as a Voluntary Adoption Agency and registered with Ofsted as an Adoption Support Agency on 10th February 2012. (SC441470). The Society continues to hold the records of over 6000 adoptions we had been involved with historically, and to offer a service to these adopted adults and their birth and adoptive families. We also offer support to those adoptive families with children under the age of 18 for whom we are the Appropriate Adoption Agency (AAA) or where the Society approved the adoptive parents but the child came from Local Authority care. As at the end of June 2018, we are the AAA for 1 child under 18, whose adoption order was made in 2002.

The Responsible Individual is:

Dr Rosemary Keenan
Chief Executive Officer
Catholic Children's Society Westminster
73 St Charles square
London
W10 6EJ.

Rosemary holds a BA (Hons) Political Theory and Institutions 1978. Post Graduate Diploma in Applied Social Studies 1981. Certificate of Qualification in Social Work (CQSW) and Post Graduate Diploma in Applied Social Studies 1983. MA Equity and

Change in the Public Services 1999. PhD Education and Social Exclusion 2005. Rosemary Keenan is registered with the Health and Care Professions Council as a social worker.

The Registered Manager is:

Irena Lyczkowska
73 St Charles Square
London
W10 6EJ.

Irena Lyczkowska has a BA Combined Honours 1977, Sozialpädagoge Diplom 1982, Certificate of Qualification in Social Work (CQSW) 1989, Diploma in Applied Social Studies 1993, Post Qualifying Award in Social Work 2007, and Child Care Award 2007. She has experience as a Child and Family Social Worker in Local Authorities and as a Post Adoption Social Worker and Senior Social Worker in both Local Authorities and a Voluntary Adoption Agency. Irena Lyczkowska is registered as a social worker with the Health and Care Professions Council and commenced working at the Society in May 2015 as Team Leader of the Post Adoption and After Care Service. She recently gained a Level 5 Diploma in Leadership for Health and Social Care and Children and Young People's Services - Adult's Management (England), as required by Ofsted.

MANAGEMENT COMMITTEE

The Society's Management Committee is made up of a group of Trustees with a wide range of experience and skills. Periodically Trustees visit the Society's projects, and they are committed to honouring the historic responsibility towards those whose adoptions were arranged by the Society.

Staff are supported by a full time Human Resources Manager, Finance Manager, and Chief Executive Officer.

The Post Adoption and After Care Service operates from the head office at 73 St Charles Square. The Manager and team are based here, with administrative support. Following the refurbishment of head office last year we now have facilities available for service users with disabilities.

In addition to the Head Office, the Society's other office is based in Poplar, London E14. The Society's Schools Counselling Service works in schools across the Diocese.

The services offered by the Adoption Support Agency are:

For Adults

- Schedule 2 access to birth records to adults over the age of 18 where the Society is the Appropriate Adoption Agency (AAA).
- Section 98 Intermediary Services to adopted adults over the age of 18, to birth relatives where the Society is the AAA and to 'prescribed person', as defined in the Adoption Information and Intermediary Services (Pre-Commencement Adoption)(Amendment) Regulations 2014).

- Providing information to other agencies offering Schedule 2 and Section 98 services to birth relatives and adopted adults for whom we are the AAA.
- Advice, support and signposting to therapeutic services to children and young people and adoptive parents where the adoptive parents were approved by the Society.

Under 18's Service

The following range of services is available to all adopters who have adopted a child through this Agency:

- Facilitating Letterbox contact.
- Telephone advice.
- Information via the website about support services on offer through local and voluntary organisations.
- Mediation with Local Authorities in obtaining a service.

Families with children under 18 are informed of their right to request an assessment for adoption support services from their Local Authority.

Where an Adoption Support Plan exists (drawn up by the placing agency since the implementation of the Adoption and Children Act 2002), this outlines the level of support available from different agencies. Families experiencing difficulties will often have been in contact with other statutory services, e.g. CAMHS or Children and Families Teams in their Local Authority.

Training and Networks.

Team members are offered external training opportunities to ensure they continue to develop their knowledge and skills. Team Meetings are also used for case discussion.

Membership of the South East Post Adoption Network (SEPAN) provides an opportunity to keep up to date with developments in the field in terms of practice and legislation.

Complaints Procedure

The Society has a Comments, Compliments and Complaints procedure. Information about this is sent out to each new enquirer. The leaflet contains information about how to contact Ofsted.

Monitoring of the service

Staff are supervised regularly by their line manager.

Service information is reviewed at least annually and adapted as appropriate.

The Society uses PQASSO as a quality assurance system. Service users are either given a questionnaire when they are seen by a member of the team (Access to Records) or sent a questionnaire when a case is closed. Feedback provided is

analysed by the Team Leader, and an annual report with recommendations is provided to the CEO and The Board.

The regulatory authority is

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Approved June 2018. For review June 2019