

# Statement of Purpose

September 2021



**INVESTORS  
IN PEOPLE**

Sunbeam Pride Fostering Service Limited is part of Sunbeam Fostering Group Limited

[www.sunbeamfostering.com](http://www.sunbeamfostering.com)



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# Introduction

**This Statement of Purpose has been developed in accordance with appropriate legislation and guidance including:**

- The Children Act 1989;
- The Care Standards Act 2000;
- The Fostering Services (England) Regulations 2011;
- The Children Act 1989 Guidance and Regulations Volume 4: Fostering Services, 2011 (updated 2013)
- Fostering Services: National Minimum Standards 2011
- The Adoption and Children (Coronavirus) (Amendment) Regulations 2020

*Please see Page 8 on the agency's response and management relating to COVID-19. This remains under review as Government Advice is updated and revised.*

**The Statement of Purpose, produced in accordance with Fostering Services Regulation 3, includes:**

- Statement of the Aims and Objectives of Sunbeam Pride Fostering service;
- Statement as to the services and facilities provided by the fostering service.

**A copy of this Statement of Purpose is available on our website and copies will be made available, upon request, to:**

- Any person working for Sunbeam Pride Fostering Service
- Any foster carer or prospective foster carer
- Any child or young person placed with Sunbeam Pride
- The parent/person with parental responsibility for a child or young person placed with Sunbeam Pride

**This Statement of Purpose is regularly reviewed by Sunbeam Pride Fostering Service's Management Team whenever there is a change, and at least annually.**



# About Sunbeam Pride

Sunbeam Pride is an aspiring fostering service developed with the belief that looked after children deserve the very best by prioritising better outcomes for them through a highly skilled fostering team. We successfully registered with Ofsted in September 2009 and have achieved a "good" Ofsted rating in all our three inspections since then with our last inspection being completed in February 2019.

We are proud to be part of Sunbeam Fostering Agency, an established fostering organisation celebrating over 18 years in the fostering sector. Sunbeam Pride Fostering has an excellent care record and we plan to match their success by following their blue print of good practice and achieving the very best for looked after children and young people.

Sunbeam Pride currently provides services to a number of different Local Authorities including Luton, Bedfordshire, Bedford, Hertfordshire, Northamptonshire and surrounding authorities.

Foster carers and children are supported by our Registered Office in Luton and resource centre in Northampton. Training and local support groups are run at both of these locations

We are accredited by the relevant professional bodies such as Luton, Bedfordshire and Bedford Consortium, East Midlands, Commissioning Alliance and London Care Placements. Sunbeam Pride is a member of the National Association of Fostering Providers. All our foster carers are individual members of the Foster Talk.

Sunbeam Pride is a private limited company registered under the Companies Act 1989 (Company Registration No – 06830245).

The company was founded by Sunbeam Fostering in 2009.



# Aims & objectives - principles of care

Sunbeam Pride's focus is always the child or young person in our care. We aim to provide children and young people with a positive, safe and nurturing experience of substitute care within a family environment.

In agreement with the Children Act 1989, we subscribe to the view that a child is best brought up in their own home with both parents playing a full part in their upbringing. We recognise that this is not always possible. Whenever it is considered to be in the child's best interests, however, Sunbeam Pride Fostering Service will work positively with the placing Children's Services Department to return the child to her/his parents or extended family.

Sunbeam Pride's key objective is to develop services in order that children and young people can develop and grow within the five key outcomes areas of "Every Child Matters":

- \* Be healthy
- \* Stay safe
- \* Enjoy and achieve
- \* Make a positive contribution
- \* Achieve economic wellbeing

At all times Sunbeam Pride Fostering Service expects its staff and carers to positively embrace each individual child/ young person's heritage. Our value base is that all people, children and adults alike, are individuals who are to be respected and treated as equals, whatever their circumstances or difficulties.

By the same token we at Sunbeam Pride, regard foster carers as the bedrock of our service. A core purpose of Sunbeam Pride is to ensure that a wide range of placements is available for children/young persons. In order to protect the choice of placements for children, we believe it is necessary to offer foster carers a robust package of professional support and financial remuneration.

Our overall aim is to recruit professional, resilient carers who can provide foster children with a positive and nurturing experience of substitute family care.

We are a progressive organisation and with this aim in mind all staff and others working on behalf of the Service are required to be conversant with the national minimum standards for foster care as well as the code of practice on the recruitment, assessment, approval, training, management and support of foster carers.

We are single minded about identifying and recruiting foster carers who can comply with the National Minimum Standards and work towards meeting the Training, Support and Development standards (TSDS) for foster carers.

# Standards of care required of Sunbeam Pride Fostering

Sunbeam Pride is a forward thinking, progressive organisation and we are keen to implement and exceed the national minimum standards for foster care. All relevant policies and procedures are written and subsequently monitored and reviewed with reference to the framework of expectations laid down by government in regulations, guidance and standards.

We have produced a job description for a foster carer, which includes the competencies required for fostering. This has been taken directly from the Fostering Network Code of Good Practice on the recruitment, assessment, approval, training, management and support of foster carers. As such, it is one yardstick against which Sunbeam Fostering Agency can evaluate its practice.

Sunbeam Pride Fostering Service also sets out to be compliant with fostering regulations and to meet and exceed the Fostering Services: National Minimum Standards 2011.

Sunbeam Pride's achievements and ability to meet all the minimum standards and to develop its services further is reviewed regularly by Ofsted and commissioning Local Authorities. This is evidenced in our inspection reports, which can be downloaded from the Ofsted website.

Our foster carers can expect a minimum of four weekly supervisory visits along with a minimum of two unannounced visits a year. Supervising Social workers will keep in contact with their carers weekly and visit more frequently if required. Regular progress reports will be sent to the placing authority sharing the progress of the child/young person. All carers have to meet the competencies set out by the TSDS within twelve months of approval and will be supported by their supervising social worker and a comprehensive training programme to achieve this.



# Standards of care required of Sunbeam Pride Fostering

Carers will undertake a minimum of a yearly review to assess their competencies and commitment to the fostering task. Carers have the opportunity to provide feedback on the services we offer to them. At this point we also seek feedback from the children in foster care and also their social worker. The outcome of their view is to agree continued approval and terms of this.

The supervisory role is primarily for the foster carer; however, supervising social workers will also spend time with the looked after child listening to them and ensuring they understand any decisions that may have been made for them. Such relationship building, we find is essential to maintaining placements and enhances the carers ability to provide a good standard of parenting.

## Support to Foster carers

### Supervisory home visits

Foster carers receive monthly supervision from their Supervising social worker. Supervision provides a space for carers to reflect on their practice and the needs of the children /young people in placement. The training and development of foster carers is also monitored

### Unannounced visits

Foster carers will receive two unannounced home visits a year. This is to complete checks to ensure a high level of care is being provided to the carers.

### Transport

Day to day transport for looked after children is managed by foster carers for instance for school runs and contact with birth parents. We will try and support if foster carers are unable to do at times subject to resources

### Appreciation

Activity days are organised for our fostering families such as trips to the seaside and fun days. We also hold foster carers awards ceremony annually where foster carers are appreciated and recognized for their hard work. The achievements of children and young people are also celebrated on a regular basis where certificates and vouchers are sent.



# Standards of care required of Sunbeam Pride Fostering

## **Foster carer reviews**

All foster carers have an annual review to reflect on the previous year. New goals are then set for the year ahead. Training needs are also discussed and any other recommendations are made. This process looks at feedback from carers and birth children, involved professionals and children/young people.

## **Record Keeping**

Foster carers are expected to record regular logs for the children in their care. These logs are then reviewed by the supervising social worker. Recording is an essential part of the foster carer's role which help monitor the child's journey.

## **Policies and Procedures**

All our foster carers have access to the foster carer's handbook which has the key policies and procedures along with useful guidance. We also have a wide range of policies and procedures which foster carers have access to.





# COVID-19 update and your support

## COVID-19 update and your support

Sunbeam Fostering Agency is following Government Advice relating to COVID-19 and ensuring best practice and support to adhered to. This to ensure the welfare and provide the best possible support children , foster carers , staff and all other related parties . The position with COVID is improving but the agency remains cautious and is focused on the best safety for everyone.

Specific measures and responses include (but are not limited to):

- Practice Guidance and Support Policy implemented and shared with foster carers
- Staff Guidance Policy implemented and shared with staff
- Other Guidance shared with external parties on working practices and support including panel members and Form F assessors
- Vaccination take up has been supported and promoted for all staff, foster carers and young persons (where relevant)
- Lateral testing is being undertaken for staff attending offices, meetings or undertaking visits
- COVID-19 Safety Plan implemented for all fostering households
- Training courses and panel are being held virtually
- Events and support groups are being held face to face and virtually from July 2021 . Safety measures , limited numbers and social distancing are being implemented for face to face events.
- Foster carer visits are being held face to face – where it is safe to do so and there are no COVID concerns. Foster carers are encouraged to undertake lateral tests on the day of visits
- Health measures and social distancing are in operation for each office, staff contact, meetings and visits. These continue to ensure safety for all parties.
- Well being and education events for foster carers and children are being held virtually
- Business continuity plan updated for COVID-19
- Working from home for staff is continuing with a hybrid working approach between home and office for each relevant team member
- Trackers implemented for foster carers, children and staff that are unwell to monitor progress . Ofsted notifications are being completed as relevant.

If foster carers, children or other parties have any questions or concerns, please do contact us.

# Services provided by Sunbeam Pride Fostering Service

## Fostering Services

We pride ourselves on finding the closest possible match when children need to be placed in foster care and identifying any additional training, support or resource required. We work in partnership with Local Authorities and all other agencies to achieve the best possible outcome for all children who need to be looked after.

## Sunbeam Pride offers the following types of placements:

### Emergency

Sunbeam Pride provides a 24 hours a day emergency service. Many carers choose to specialise in short term work and are able to accept unplanned, emergency placements at short notice. An emergency placement usually progresses into a short-term placement where we plan for the child or young person to remain with the foster carers.

### Short term placements

Provision of short term care that could be for a few days, weeks or months, whilst plans are made for the child's future by the Local Authority in terms of whether they remain in foster care long term, adoption or return to their birth parents.

### Long term placements

These placements are where adoption is not an option, and the foster carer will care for a child/young person up to and into adult independence.

### Asylum seeker placements

Sunbeam has a pool of very experienced foster carers from diverse backgrounds who are willing to advocate, access services and work within the child's care plan in supporting and caring for unaccompanied children and young people from outside the UK.

### Disability placements

Sunbeam has foster carers who have experience and skills in caring for children and young people who are disabled and/or require specialist medical care.

# Services provided by Sunbeam Pride Fostering Service

## Core, Enhanced & Complex Placements

Local Authorities define children and young people's needs and behaviour as either core, enhanced or complex. Where a placement is determined as core the foster carer can expect the common behaviours and needs of those children and young people who have been removed from their birth family sadly because of the loss, bereavement and due to past adverse childhood experiences.

For enhanced placements, this would be where the child or young person is suffering from trauma induced behaviours to a greater level. After recognising the growing need for therapeutic foster placements we have purchased the licence for the Attachment, Self-Regulation and Competency (ARC) treatment framework to caring for traumatised children and young people developed by Dr Blaustein and Kristine Kinniburgh of the Trauma Centre, Massachusetts, USA. The framework provides overarching principles to assist carers with therapeutic parenting and supervision in order to fully support the child's and young person's emotional well-being. Such placements can vary in time from emergency, short term and long term however we are often looking for carers who will provide a permanent foster placement.

Complex placements would also include those young people who are stepping down from a residential placement. Please see our Enhanced Fostering booklet with ARC© for further information. Other complex placements may involve caring for a child or young person with significant health needs or disabilities such as autism, profound global developmental delay and palliative care. ARC training for foster carers has been successfully delivered for Sunbeam Pride and is being supported by processing groups.

## Respite placements

We provide respite for our foster carers who care for children and young people with enhanced and complex needs. These placements are arranged to provide enjoyable activities for the child or young person and allows for the foster carers to have some time for themselves.

## Sibling placements

Sibling placements are for brother and sisters who are placed together into a foster care household. Sunbeam Pride believes in keeping siblings together within a family environment, unless it is deemed inappropriate by the placing Authority.

## Parent and child placements

Placements are available for mothers and/or fathers and their child, where foster carers can provide support and guidance to parent (s) and help them develop parenting skills. If requested, and by arrangement with the placing Local Authority, a formal assessment of parenting ability can be undertaken by suitably qualified and experienced Sunbeam Pride staff in conjunction with the Sunbeam Pride foster carer. Comprehensive written assessment reports, for use in child protection conferences, planning meetings, statutory reviews or court proceedings, can be prepared.

# Management structure

Child Care/ Finance Director  
(Responsible Individual)

Muhammad Haneef, MA (Social Work),  
PG Dip in Child Forensic Studies:  
Psychology & Law, BA (Hons)

Head of Fostering

Helen Daly, Dipsw , MA in social work,  
NVQ Assessor , Diploma Level 5  
Leadership and Management

Registered Manager

Emma Rawlinson, BA Hons in Languages,  
Post Graduate Diploma in Social Work

Head of Service Development

Alison Lamb , Diploma in Social Work,  
Bachelor of Arts in Applied Social  
Studies , NVQ in Management , MSc in  
Advancing Practice in Family Violence

CEO

Simon Williams, BSc (Hons), FCA

## LEADERSHIP



# Background on Management

## Background on Muhammad Haneef

### Child Care/ Finance Director (Responsible Individual)

Muhammad is a qualified social worker and previously worked in Local Authority roles before establishing Sunbeam Fostering Agency Limited (parent company of Sunbeam Pride Fostering Service Limited) in 2000. Muhammad has over 27 years of social work experience and oversees finance and childcare areas for Sunbeam Pride.

## Background on Helen Daly

### Head of Fostering

Helen Daly first qualified as a social worker in 2000, she started her career with Southampton Child Protection Enquiry Team, and thereafter worked for Barnet referral and assessment team. Helen has had eight years' experience in front line social work where she extensively developed her practice in child development and passionate about the rights of children and young people and is a strong force of ensuring this happens within the safeguarding children and young people prior to starting her career in fostering. Helen has since undertaken five years as a team manager for Sunbeam Fostering prior to setting up Sunbeam Pride Fostering Service. Helen is the Head of Fostering and also is taking a lead in our Enhanced Fostering Service.

## Background on Emma Rawlinson

### Registered Manager

Emma first qualified as a social worker in 1999. She initially worked within a safeguarding service and was the deputy manager of a local authority parenting assessment unit for 7 years. Emma then worked in the Hertfordshire Fostering Service for 8 years, managing 2 different fostering teams before joining Sunbeam Pride in June 2019. Emma is passionate about ensuring that foster carers are supported as effectively as possible in order that they are able to provide children and young people with the care that they need in order to thrive and achieve.

## Background on Alison Lamb

### Head of Service Development

Alison has been qualified as a social worker since 1993. She holds a Diploma in Social Work and a Bachelor of Arts in Applied Social Studies. Alison also has a NVQ qualification in Management and an MSC in Advancing Practice in Family Violence Alison has many years of experience in the field of child protection and experience of running a fostering panel as the chair. She is highly motivated and committed to keeping our children and young people safe and ensuring they have the best possible outcomes so they can achieve and become successful adults. Alison is Agency Decision Maker.

## Background on Simon Williams

### CEO

Simon has been with Sunbeam for six years and oversees the overall strategy and performance of the agency. He regularly visits our local offices and attends foster carer events. Simon is committed to Sunbeam being the best fostering agency we can be and deliver excellent support to foster carers and children and young people in our care. Simon's wider fostering experience and knowledge is over 15 years through advice and support to Sunbeam and other fostering agencies on their strategy

## Other management

Sunbeam Pride's team is supported by Karamjit Dhull (Director) and Naseem Ahmed (Director).

# Sunbeam's Fostering Panels

In accordance with the Fostering Services (England) Regulations 2011, Sunbeam Pride Fostering Service maintains a central list of people suitable to sit on fostering panels and has established regular fostering panels whose overriding objectives are to promote and safeguard the welfare of children in foster care. Our fostering panel meets in Luton on a regular basis. Panels have a balance of gender, ethnicity and qualifications and reflect our commitment to bring together individuals from different backgrounds. Each panel has access to specialist legal medical advice as required.

The Independent chair has many years' experience of working with children and young people in a variety of roles and currently works as a team manager in West Berkshire Council. The central list of suitable panel members includes an Educational Welfare Officer, active foster carer, a formerly looked after child, Looked After Child Nurse, mental health practitioner for children and young people, qualified social workers and practitioner for disabilities.



# Recruitment, assessment and approval of foster carers

Sunbeam Pride Fostering Service makes use of the competencies approach in all stages of the recruitment, assessment and approval of the foster carers.

We endorse the view expressed in the Fostering Network Code of Practice that the use of common, standard assessment tools, such as those produced by the Fostering Network and the CoramBAAF Form F, will enable fostering services to achieve uniform standards.

We therefore make full use of the above tools in the recruitment, assessment and approval stages of fostering applications to Sunbeam Pride.

We also seek to actively promote the Fostering Network values underpinning the competencies approach and to ensure that they are an integral part of the assessment process.

These are that:

- Child safety is paramount
- Individuals are respected
- Difference and diversity is valued
- Equality is promoted
- Discrimination is challenged
- Confidentiality is maintained
- Advice and feedback is provided in a constructive way
- Applicants are supported to demonstrate their competence
- Standards of childcare are explicit and agreed

## Recruitment

Sunbeam Pride Fostering Service subscribes to the following statement:

**“The aim of our recruitment campaign will be to attract potentially suitable people who may want to take up fostering and provide them with significant information for them to decide whether or not to make a formal application”.** (Fostering Network Code of Practice)



# Recruitment, assessment and approval of foster carers

Sunbeam Pride's advertisements and other recruitment materials aim to promote the Agency's specific selection criteria, which are as follows:

- Previous employment in children's services – paid or unpaid
- Applicants with particular skills and experience in specific areas as learning difficulties, medical problems etc
- Applicants who show a willingness to work towards meeting care standards for fostering
- Applicants with experience of previous fostering and/or close involvement with someone who has already fostered
- An ability to reflect on life experiences and to mature through them
- An ability to see beyond children's behavior, and to link it to past trauma, where applicable
- An empathy for and natural ability to nurture children traumatised by separation from their birth families
- Applicants able to accept teenagers
- Applicants comfortable with parents visiting their home
- If living with a partner/ spouse, the relationship should be established and secure

In addition, Sunbeam Pride will expect the applicants to have:

- A spare bedroom
- Plenty of physical and emotional stamina
- A commitment to attend training events and support groups
- Availability to prompt contact and offer supervision
- A willingness to support a child's/young person's attendance for therapy, hospital appointment etc- including the provision of transport where necessary

Priority will be given to progressing those applicants who appear to meet some or all of the above requirements.

All interested people who either respond directly to an advertisement or apply to Sunbeam in between recruitment campaigns, will have their enquiries recorded on a registration of interest form. If appropriate, the Agency will send out a foster carer's handbook and job description in order to help the enquirer decide whether they feel they have the necessary skills for the job.



# Recruitment, assessment and approval of foster carers

## Enquiry form

Once the potential applicant has had an opportunity to find out about fostering and is keen to apply, they will be asked to complete an enquiry form over the phone or online. If the enquiry form is positive an initial home visit will be arranged.

## Initial Home Visit

During the home visit, applicants will be given further information about fostering. The roles and responsibilities of the Agency staff will be discussed as well as the assessment process itself. The need for all adult members of the household to consent to a DBS (Disclosure Barring Service, previously referred to as CRB) and other statutory checks will be explained and information on these checks (including medicals) will also be supplied.

In addition, Agency requirements in terms of health and safety standards will be provided to ensure applicants meet certain essential criteria.

If the home visit is positive, an application form can be completed following the visit or alternately this can be completed later.

## Planning the assessment

All assessments will be carried out by appropriately qualified and experienced social workers.

The first assessment meeting will be to plan the assessment with the applicants. At this stage, Sunbeam Pride will provide the applicants with information on the assessment process. The guide to the assessment process explains what the competencies are and how applicants will be expected to help identify and collect evidences towards their fostering portfolio.



# Recruitment, assessment and approval of foster carers

**When they have the first assessment meeting with applicants, Sunbeam Pride assessors will explain to them that:**

1. Certain requirements will be made of them during the process e.g. attendance at a preparation group, permission for statutory checks and references etc.
2. That the assessment has two stages and that specified statutory and safeguarding checks are undertaken under stage 1. These include the DBS, local authority, medical, references (interview of two referees and fostering reference if previously fostered) and other checks are begun at this stage in respect of suitable applicants. If it is decided not to continue with an assessment because of information collected as part of stage 1, this will be communicated formally in writing.
3. Under stage 2 of the assessment, they will be able to see any "brief report or final report and record any disagreement with it before this is considered by a fostering panel.
4. The assessor's report will make a recommendation to the fostering panel about their suitability to foster, including those children whom they might best be matched with, as well as their training and development needs for the future.
5. Applicants will be encouraged to give honest answers and not to exaggerate or give false information about their skills and/or experience. Doing this may lead to them not being able to cope in certain future placements.
6. The assessor will explain the competencies required for fostering and give initial help and advice in enabling applicants to link evidence with the skills required for fostering e.g. 'can you think of a time when you needed to be patient?' etc.
7. Leading on from the above, the assessor will also help the applicant identify skills or abilities they may find most difficult or need to develop.
8. Form F assessments also known as home study explores in detail the applicant's family background, childhood experiences, own parenting experiences (where applicable), employment history, current and past relationship and skills, knowledge and experiences to care for vulnerable children and young people.

## **Preparation training**

Applicants will be invited to attend a Skills to Foster preparation course along with other applicants. The course is led by experienced social workers and foster carers. We provide specialist training where carers will be approved for more challenging children.

## **The assessment process**

Assessment of prospective foster carers is undertaken using a competencies approach and the CoramBAAF Form F report. Having explained the competencies, the assessor will then discuss each of them with the applicant and explore how they may obtain the evidence for each competency.

# Recruitment, assessment and approval of foster carers

## Gathering evidence or information

The Sunbeam Pride assessing social worker will undertake the assessment in the following settings:

- The applicant's own home
- During the Skills to Foster preparation course
- In other relevant settings e.g. a relevant workplace, such as a playgroup etc.

## **A variety of techniques will be used to gather evidence or information regarding the applicants suitability to foster. These may include:**

1. The CoramBAAF Form F guidance and competencies list to assist applicants and assessors to work out what existing skills they already possess and what new ones they need to acquire.
2. Ecomaps, family trees and/or other personal history tools to gain information on an applicant's motivation to foster and how their past history may impact on future fostering.
3. Witness statements from other adults who can corroborate the applicant's ability to relate to and care for children - e.g. babysitting circle, helping out at school etc.
4. Discussions
5. Records and reports
6. Assignments and case studies
7. Role playing and simulation
8. Observations from the "Skills to Foster" preparation course
9. Shadowing other foster carers for a day, if appropriate

Care will be taken by the assessor to stand back and pay due attention to the life history of the applicant - rather than concentrating solely on the applicant's current functioning and circumstances.

The completed assessment will include a recommendation by the Sunbeam Pride assessing social worker.

# Recruitment, assessment and approval of foster carers

## Statutory checks and references

Following written consent from prospective carers, Sunbeam Pride will ensure that satisfactory clearance is received in relation to the following checks and references before the approval stage is reached.

### 1. Statutory checks and good practice

- Proof of identity
- Enhanced Disclosure and Barring Service (DBS) on all household members
- Children's Services Department's record
- School reference if applicable
- Cafcass (if appropriate)
- Ofsted (if appropriate)
- Registration and inspection units
- Previous applications to foster
- Overseas check (if appropriate)
- Any other checks we deem appropriate

### 2. References

Personal X 3, each of whom will be visited by the assessing social worker, ex-partner where applicable, current employer reference (if applicable other employer reference if working with children), Health Visitor (if applicable) and school for birth children if attending school.

### 3. Health report

### 4. Health and safety inspection

Following satisfactory clearance in relation to all the statutory good practice, as well evidence that the applicant complies with health and safety requirements, the Sunbeam Pride assessor will reach a point in stage 2 of the assessment when enough information has been collated about the applicant in order for an assessment recommendation to be made. This may be in the form of a brief report or a final report to a fostering panel.

At this stage, the applicant will be told the recommendation and reasons for it. Feedback should be given in a clear and constructive way and recorded in order to meet legal and Agency requirements.

The structure of the final report will be within the framework of areas covered by the CoramBAAF Form F, including the competencies and consideration of the applicant's learning and development needs to enable them to achieve the TSDS (Training, Support and Development) standards within twelve months.

Prospective foster carers will sign the assessment report prior to submission to panel and where applicants suggest changes to the report, these are negotiated with the assessing social worker. Applicants have the right to add written comments or other information to their report if they wish.

Copies of brief reports or the completed CoramBAAF Form F report are circulated to the Sunbeam Pride fostering panel members in advance of their meeting.

The social worker will attend the fostering panel meeting to present her/his report. Applicants are invited to attend and may bring a supporter with them.

# Recruitment, assessment and approval of foster carers

## Approval

Sunbeam Pride's fostering panel makes recommendations about the approval of prospective carer/s. The Agency Decision Maker considers the recommendations before notifying the applicants in writing. Where the decision is to approve them, the letter will specify any terms of approval for age range, number of children and type of placements.

Following approval, foster carers and Sunbeam Pride sign a written agreement (the Foster Care Agreement) that sets out the terms and conditions of the fostering household's relationship with Sunbeam Pride.

If, following consideration by the fostering panel, and a review of case papers and the final panel minutes, the Decision Maker considers that an applicant is not suitable to act as a foster carer the Decision Maker will write proposing not to approve them together with reasons (qualifying determination) and will invite them to submit written representation within 28 days of the notice or to request a review by an independent review panel through the IRM (further details can be provided).

If Sunbeam Pride does not receive any representation within the above said period and there is no referral to the IRM, it may proceed to make its decision.

If Sunbeam Pride receives written representation it will refer the case to its fostering panel for further consideration; and the Decision Maker will make its decision, taking into account any fresh recommendations made by the fostering panel, and will notify their decision to the applicant in writing.

If Sunbeam Pride receives any recommendations from an independent review panel through the IRM, the Decision Maker will take this into account and then make their decision, and will notify their decision to the applicant in writing.

## **Sunbeam Pride Fostering Service has the following Decision Makers:**

### **Decision Makers – applications to foster**

**Alison Lamb** - (Agency Decision Maker - Head of Service Development)

**Emma Rawlinson** - (Registered Manager - for applications, which cease in stage 1 of the approval process)

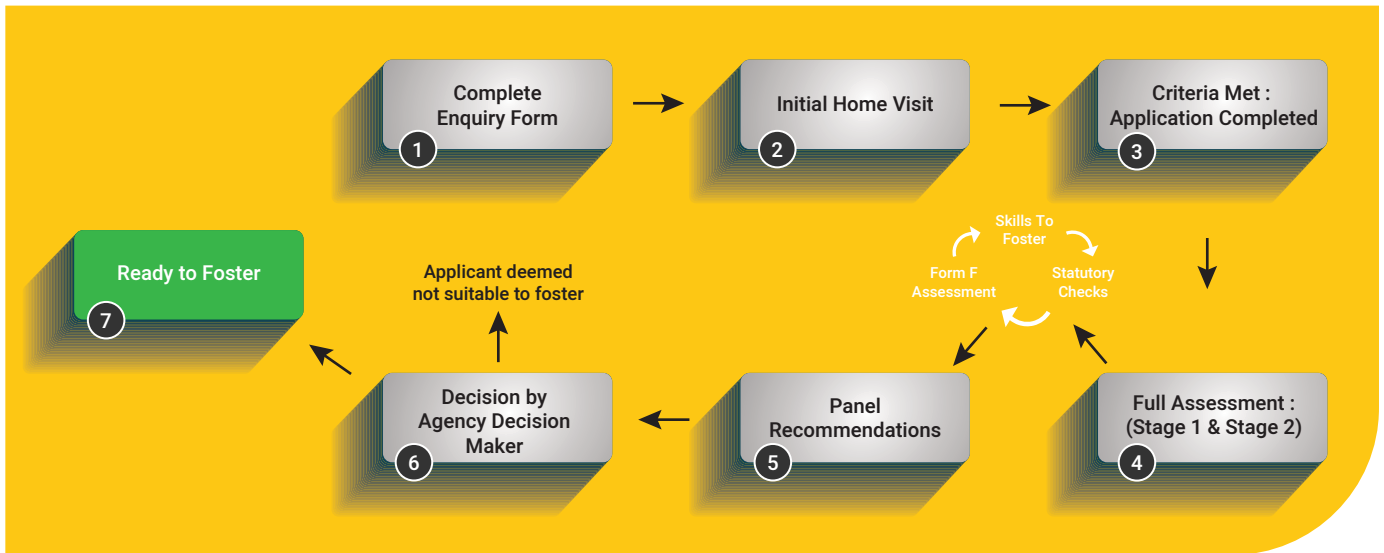
### **Decision Makers – foster carer reviews**

**Alison Lamb** - Agency Decision Maker - Head of Service Development

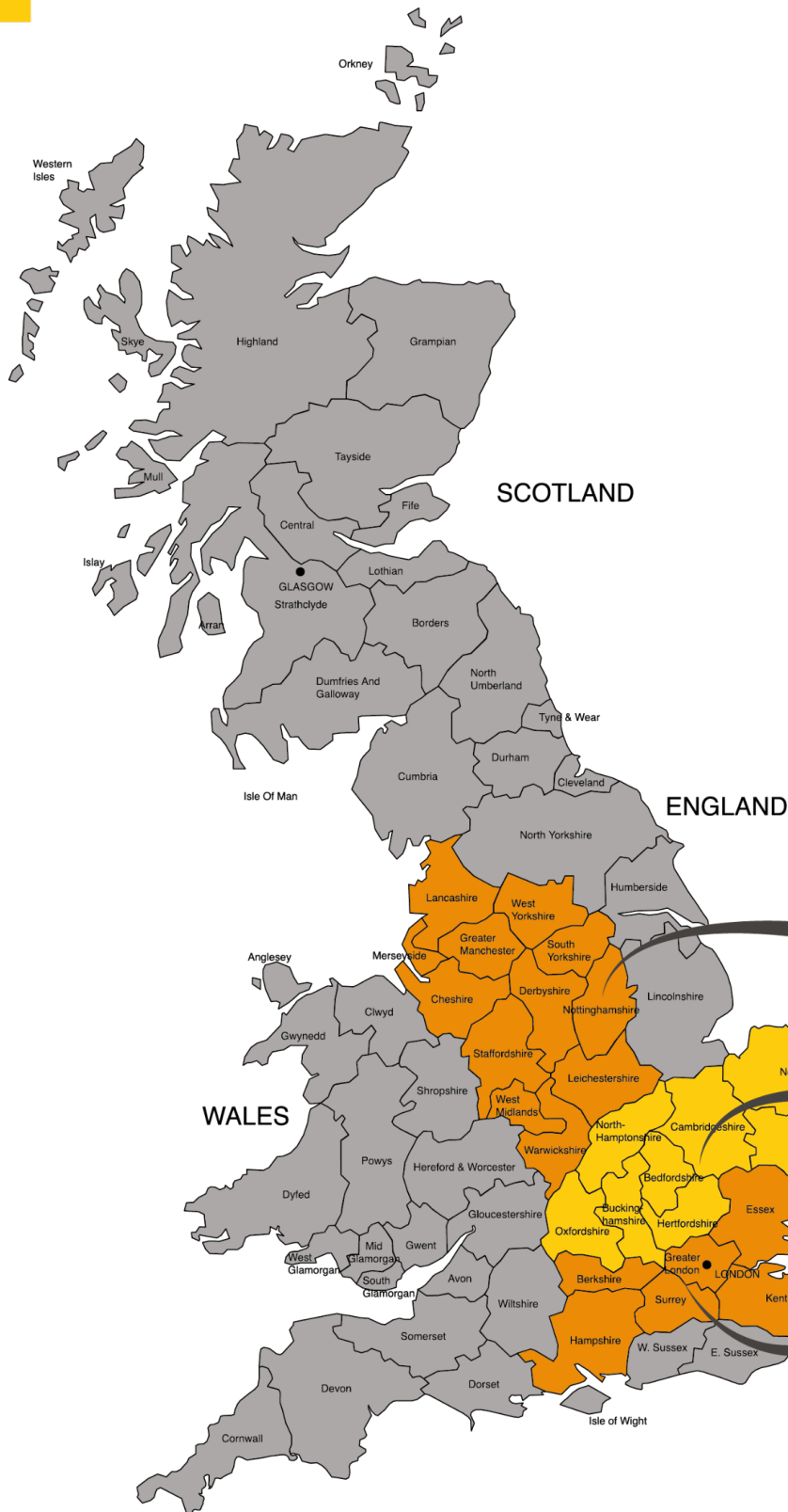
**Emma Rawlinson** - Registered Manager

# Assessment and approval process

Please see an overview of the application process (from enquiry to approval) for foster carers. Further details are included in our Guide to Foster on our website or please email us on [info@sunbeamfostering.com](mailto:info@sunbeamfostering.com)



# Contact Sunbeam Fostering Group



## Registered/Head Office Address:

Sunbeam House,  
12 Waterside Drive,  
Langley, Slough, SL3 6EZ  
Tel - 020 8799 0930  
Fax - 020 8810 3949  
Email - info@sunbeamfostering.com  
Website - www.sunbeamfostering.com

## Sunbeam Midlands Registered Office address:

Sunbeam Fostering Agency  
383 Broad Lane,  
Coventry West  
Midlands, CV5 7AX  
Tel - 024 7642 0390  
Email - info@sunbeamfostering.com

## Sunbeam Pride Registered Office address

Sunbeam Pride Fostering Service Ltd  
113 New Bedford Road,  
Luton, LU3 1LE  
Tel - 01582 218 228  
Email - info.pride@sunbeamfostering.com



**Sunbeam Midlands**  
☎ 02476 420390



**Pride**  
☎ 01582 433 775



**Sunbeam London and South**  
☎ 02087 990930

## Other Resource centres for Sunbeam Fostering

Portsmouth	Blackburn	East London	South London	West London	Birmingham	Nottingham	Northampton
Gatcombe House, Copnor Road, Portsmouth, PO3 5EJ, UK	Suite 3, The Beehive, Lions Drive, Shadsworth Business Park, Blackburn BB1 2QS	Sunbeam Family Support Centre , 14 Prospect Hill, Walthamstow, E17 3EL	Sunbeam House, 610 Mitcham R oad, Croydon CRO 3EL	Viglen House Business Centre, Alperton Lane, Wembley, HA0 1HD	Arion Business Centre Harriet House, 118 High Street, Erdington, Birmingham B23 6BG	Melrose House, 9 Waverly Street, Nottingham, NG7 4HF	Office 137, Regents Pavilion, 4 Summer house Road, Moulton Park, Industrial Estate, Northampton NN3 6BJ

# Contact Sunbeam Pride

## Complaints

If you wish to make a complaint or have any concerns about a child in care with Sunbeam Pride or otherwise, please contact:

Emma Rawlinson – Complaints Officer & Registered Manager

Tel – 01582 218 228

Email - [EmmaR@sunbeamfostering.com](mailto:EmmaR@sunbeamfostering.com)

If you would like a copy of our complaints policy, please send us an email at [info.pride@sunbeamfostering.com](mailto:info.pride@sunbeamfostering.com) or kindly contact Emma Rawlinson.

## Safeguarding

For any Safeguarding matters, please contact our Designated Safeguarding Officer – Emma Rawlinson

Tel – 01582 218 228

Email - [EmmaR@sunbeamfostering.com](mailto:EmmaR@sunbeamfostering.com)







**SUNBEAM**

**PRIDE FOSTERING**

ACHIEVING A BRIGHTER FUTURE

# STATEMENT OF PURPOSE

September 2021

## TELEPHONE

01582 218 228

## EMAIL

[info.pride@sunbeamfostering.com](mailto:info.pride@sunbeamfostering.com)

## WEBSITE

[www.sunbeamfostering.com](http://www.sunbeamfostering.com)