

Job Description

1. Job Details

Job title:	Independent Reviewing Officer
Based at:	North Shields/Middlesbrough
Reporting to:	Assistant Director

2. Job Purpose

To contribute to the provision of a high-quality fostering service by ensuring that every Team Fostering foster carer's suitability to foster and terms of approval are reviewed at least once annually as required by the Fostering Regulations

Independent Reviewing Officers chair foster carer reviews and produce high quality reports for Team Fostering on a self-employed basis. As part of the preparation for a review they also conduct audits of the agency files to ensure a high standard of recording is maintained. Individuals will have the necessary social work and management skills and experience to undertake this task, to contribute to the maintenance of quality standards within the organisation.

3. Main Duties and responsibilities

- Chair foster carer reviews at least once annually as required by the Fostering Regulations, following an agenda agreed by Team Fostering
- To chair and minute foster carer annual reviews, ensuring that all information provided is shared and discussed.
- To highlight areas of good practice or commendations alongside areas of development for both the foster carer and the agency. Provide participants with a clear summary of the meeting, recommendations and action points.
- To rigorously review foster carers' capability to meet the needs of children in foster care, incorporating their wishes and feelings as well as feedback from other professionals.
- To confirm all relevant checks are up to date, and Health and Safety and Safe Care Policies are current and implemented.
- Foster carers are fulfilling the agency expectations in relation to training, recording, Training, Support and Development Standards and the Foster Care Agreement.
- To prepare high quality review reports with clear recommendations to the agency regarding the carer(s) and household's suitability to foster, evidencing the reasoning behind the recommendations made.
- Meet and work within the agency deadlines and timescales to ensure the efficient running of the service.
- Provide analytical reports to the agency regarding social work practice, themes and trends

- Attend meetings with Registered Managers in order to contribute to agency developments
- To respect confidentiality and to adhere to the agency's confidentiality policy
- To prepare for and cooperate with internal audits and regulatory inspections by OFSTED.

4. Communication and Relationships

- Develop positive relationships within the agency, in order to promote and implement the review process.
- Show ability to use systemic ideas and challenge foster carers in a way that enhances the capacity to reflect and create change in practice and relationships with children in their care.

5. Safeguarding Children and Young People

- To safeguard and promote the welfare of children and young people and protect them from risk of harm. To uphold the agency's responsibility to ensure safe and appropriate policies, working practices and systems for all staff working with children and young people.
- To comply with Team Fostering's Safeguarding Policy and promote the safeguarding of children throughout their work.
- To take appropriate and timely action to communicate any concerns about foster carers that may call into question their suitability for the role/ability to safeguard children.
- To undertake mandatory safeguarding training in relation to their work with children and young people.

6. Confidentiality

- To safeguard the confidentiality of information relating to carers, children and young people at all times in accordance with agency policies and procedures.

7. Health and Safety

- To comply with Health and Safety regulations and guidance in the course of employment

8. Data Protection

- To comply with the Agency's policies and Data Protection Act in all aspects, with particular reference to the protection and use of personal data relating to carers and children and young people.
- To ensure all data is recorded clearly, accurately, timely, up to date and in a non-discriminatory manner.

9. Equality & Diversity

- To comply with the agency's equality and diversity policy and be able to demonstrate their commitment to the policy in all aspects of their work



- To actively promote equality of opportunity and an anti-discriminatory service.

10. Ethos and Values

- To subscribe to the ethos and ethical values upheld by Team Fostering and demonstrate those values in own everyday work

11. Additional Expectations

- Team Fostering does not allow smoking in the workplace
- The post is subject to an enhanced DBS check
- Registration with Social Work England