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**Job Description**

**Job Title:** Foster Carer Reviewing Officer/Regulation 44 Officer

**Salary Grade:** Grade 9

**SCP:** 37 - 41

**Job Family:** People Care

**Job Profile:** PC 5

**Directorate:** Corporate and Commercial Services

**Job Ref No:**

**Work Environment:** Agile/office based

**Reports to:** IRO Team Manager

**Number of Reports:** None

Your normal place of work will be with the Childrens independent Review Team in Sunderland, but you may be required to work at any Together for Children recognised workplace.

This position requires an Enhanced Disclosure and Barring Service (DBS) Check.

**Purpose:**

To conduct statutory independent annual and ad hoc reviews of all Together for Children Sunderland Foster Carers in order to assess whether or not their household remain suitable to care for foster children and if their terms of approval remain appropriate.

To conduct monthly statutory visits to all children’s residential homes and report upon their compliance with national minimum standards to senior management and Ofsted.

To develop and implement quality management processes accorss social care services, ensuring regulatory conformance and compliance with quality control systems.

**Key Responsibilities:**

**Duties and Responsibilities:**

1. To chair Foster Care Reviews independently in accordance with the Fostering Services Regulations and National Minimum Standards.
2. To complete audits of Foster Carers files.
3. To promote good child care practice and contribute to the monitoring and evaluation of the corporate responsibility to looked after children and those subject to Child Protection Procedures.
4. To ensure Foster Carers are aware of the child’s care plan and focussed on achieving permanency for looked after children.
5. To provide advice to practitioners and hold a scrutiny and challenge role for ensuring Foster Carers are well supported and informed regarding their fostering role for the child they are caring for.
6. To hold pre meetings where necessary with Foster Carers, their birth children and young people and other professionals where needed to ensure full, positive and effective contributions to the review process.
7. To track recommendations reached at Foster Carer reviews and ensure agencies including supervising social workers are fully accountable for taking action agreed at each review.
8. To identify any gaps in the Foster Carer assessment process or provision of service
9. To undertake monthly Independent Regulation 44 Inspection Service to Children’s Residential Homes which is compliant with regulation 44 requirements outlined in The Children’s Home Regulations 2015.
10. To report and present findings of Regulation 44 inspections and Foster Care Reviews in order to provide recommendations for service improvements.
11. To support children’s homes to ensure high standards and therefore providing quality services and environments for young people to achieve and develop as outlined within the national minimum standards.
12. To develop and implement quality assurance processes across Together for Children.
13. To work with services to promote continuous improvement and ensure compliance with quality policies across the business.
14. To be responsible for maintaining up to date, accurate and high quality records.
15. To undertake and be involved in delivery of training to enable the service to develop and improve in line with new government guidance, legislative changes and research.
16. The above list is not exhaustive and the post holder will be expected to undertake any duties which may reasonably fall within the level of responsibility and the competence of the post, as directed by the IRO Team Manager.

**Additional Information/Other Requirements**

1. Other duties and responsibilities allocated which are appropriate to the grade of this post.
2. The post will be based within Together for Children’s Corporate and Commercial Services Directorate.
3. The post holder will be required on occasion to travel as required to undertake the role.
4. The post will report to the IRO Team Manager.

**D. Statutory Requirements**

In line with the Together for Children’s Statutory Requirements, all employees should:

Comply with the principles and requirements of the General Data Protection Regulation (GDPR) in relation to the management of Together for Children Sunderland’s records and information and respect the privacy of personal information held by Together for Children Sunderland.

Comply with the principles and requirements of the Freedom in Information Act 2000;

Comply with the Together for Children Sunderland’s information security standards, and requirements for the management and handling of information;

Use information only for authorised purposes.

The post holder must carry out his or her duties with full regard to Together for Children Equal Opportunities Policy, Code of Conduct and all other policies.

The post holder must comply with Together for Children Health & Safety rules and regulations and with Health & Safety legislation.

**Author**: Gavin Taylor/Kim Roberts

**Date:** August 2019