

4.1

Children and Families

Functions Delegated to The Assistant Director of Children's Social Care, Safeguarding and Support

General

1. To establish and maintain procedures for considering complaints and representations.
2. To co-operate with other authorities in the discharge of their functions.
3. To provide the secretary of state if so directed with information on performance of functions and on individual children.

Children In Need

4. To provide services, advice, information facilities and assistance for children in need, their families, and others.
5. To assess a child who appears in need.
6. To investigate and report to the court on matters relating to the welfare of a child.
7. To provide day care provision for pre-school or older children not yet attending school.
8. To provide services for carers aged 16 & 17 and to carers of disabled children.

Child Protection

9. To undertake investigations/assessments in relation to a child who appears at risk of suffering significant harm.

10. To decide upon and take action to safeguard and protect children and promote their welfare.
11. To refer an individual to the Independent Safeguarding Authority following, where the individual is an employee of the council, consultation with the Director of Workforce and Organisational Development.
12. To provide suitable care, accommodation, and maintenance to looked after children and to review arrangements.
13. To make arrangements for the provision of community homes (either by the LA or by voluntary organisations) and to make arrangements for their management and to ensure that they are registered as children's homes.
14. To monitor the suitability of accommodation provided by voluntary organisations.
15. To place and keep a child in secure accommodation.
16. To make arrangements for managing a looked after child's financial affairs
17. To provide services to children and young people who have ceased to be looked after.
18. To promote contact between looked after children and their families and friends.
19. To prepare and keep care plans under review.
20. To promote the educational achievement of looked after children.

Fostering

21. To maintain and manage a fostering service and to assess, approve, train, supervise and review foster carers.
22. To establish and maintain a fostering panel.
23. To monitor the welfare of privately fostered children, to include taking action to protect a child.

Adoption

24. To establish and maintain an adoption service, to include the provision of post-adoption support services.

25. To establish and maintain a Regional Adoption Agency through an inter authority partnership agreement.
26. To make decisions as to whether
- a. a child should be placed for adoption
 - b. a prospective adopter is suitable to adopt a child and continues to be suitable to adopt children
 - c. a child should be placed with a particular adopter or
 - d. protected information should be disclosed about adults when determining an application
 - e. In the absence or unavailability of Head of Service, Adopt London West to make decisions as to the suitability of adopters to adopt by the Adopt London West and provide the ultimate ratification of their suitability to adopt
27. To report to the court on matters relating to the adoption of children.

Special Guardianship

28. To assess and report to the court on special guardianship applications.
29. To provide special guardianship support services.