**Serial/case number: BS**

**Authors of report:**

**Date of report:**

**IN THE FAMILYCOURT AT BRISTOL**

**IN THE MATTER OF**

**AND IN THE MATTER OF THE ADOPTION & CHILDREN ACT 2002**

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**Report to the Court in respect of an**

**Application for an Adoption Order**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Local Authority Adoption Agency for the child:**

**North Somerset Council**

**Town Hall**

**Walliscote Grove Road**

**Weston Super Mare**

**BS23 1UJ**

**ANNEX A REPORT**

**This report is filed pursuant to Annex A to Practice Direction 14C and Part 14, rule 14.11(3) of the Family Procedure Rules 2010. It is confidential to the Court and may not be disclosed to any person without the permission of the Court.**

**SECTION A:**

**THE REPORT AND MATTERS FOR THE PROCEEDINGS**

**PART 1: THE REPORT**

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| 1. **Principal authors of the report:** |
| 1. **Role in relation to this case:** |
| 1. **Qualifications and experience:** |
| 1. **Which sections in the report have been completed by each person:**   **Sections by Author:**    A:    B:    C:    D:    E:    F (if required): |
| 1. **Adoption Agencies:**   **North Somerset Council Adoption Agency**, Town Hall, Walliscote Grove Road, Weston Super Mare, BS23 1UJ  **Adoption West Adoption Agency**  Gloucester Office: Second Floor, The Link, Block 5, Shire Hall, GL1 2TP  Trowbridge Office: County Hall, Wiltshire Council, Bythesea Road, Trowbridge, BA14 8JN  Bristol Office: B Bond, PO Box 3399, Bristol City Council, BRISTOL, BS1 9NE  The "agency" prepares the Annex report when it is an agency placement. Where it is a non-agency adoption (e.g. step-parent application) then notice of intention to apply is given to the local authority within whose area the home is and the legal obligation to investigate the matter and to submit a report to the court of that investigation rests with the local authority: section 44 Adoption and Children Act 2002. Accordingly, a social worker preparing the report needs to be clear on whose behalf the report is being prepared - adoption agency or local authority. - and should amend the Annex A accordingly. |
| 1. **Adoption Agency case reference number:** |

**PART 2: MATTERS FOR THE PROCEEDINGS**

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| 1. **Whether the adoption agency considers that any other person should be made a respondent or a party to the proceedings, including the child.**   Parents with PR are automatic parties to an adoption application. A child is not and neither is a father without PR. A father without PR will be given notice of the proceedings. It is a matter for the court to determine whether or not the child should be added as a party (and a Guardian for the child appointed). This does not usually happen save where the case is contested.  The social worker should then consider whether there are any particular features of the case which mean that the child should be made a party or some other person e.g. someone else with PR or an SGO, for example. If no one else, then the clause should say:  The adoption agency/local authority does not consider that any other person should be made a party to these proceedings. |
| **(a1) Whether the adoption agency or other party considers that any person should not receive notification of the proceedings or should not be made a party. Parties should discuss the matter before proceedings are issued.** |
| 1. **Whether any of the respondents is under the age of 18.** |
| 1. **Whether a respondent is a person who, by reason of mental disorder within the meaning of the Mental Health Act 1983, is incapable of managing and administering his or her property and affairs. If so, medical evidence must be provided with particular regard to the effect on that person’s ability to make decisions in the proceedings.** |

**SECTION B: THE CHILD AND THE BIRTH FAMILY**

**PART 1: INFORMATION ABOUT THE CHILD**

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| 1. **Name, sex, date and place of birth and address of child. State the local authority area** |
| 1. **Photograph and physical description:** |
| 1. **Nationality:** |
| 1. **Racial origin and cultural and linguistic background:** |
| 1. **Religious persuasion (including details of baptism, confirmation or equivalent ceremonies):** |
| 1. **Details of siblings, half siblings and step-siblings including dates of birth, legal status and whereabouts:** |
| 1. **Whether the child is looked after by the local authority:** |
| 1. **Whether the child has been placed for adoption with the prospective adopter by a UK adoption agency:** |
| 1. **Whether the child was being fostered by the prospective adopter:** |
| **Whether the child was brought into the UK for adoption, including date of entry and whether an adoption order was made in the child’s country of origin:** |
| 1. **Personality and social development, including emotional and behavioural development and any related needs:** |
| 1. **Details of interests, likes and dislikes:** |
| 1. **A summary, written by the agency’s medical adviser, of the child’s health history, his current state of health and any need for health care which is anticipated, and date of the most recent medical examination:**   This cannot be completed by the social worker. A request must be made for the agency’s medical adviser to prepare a summary, which should then be pasted into this section of the Annex A. The legal team will assist with this request. |
| 1. **Any known learning difficulties or known general medical or mental health factors which are likely to have, or may have, genetic implications:** |
| 1. **Names, addresses and types of nurseries or schools attended, with dates:** |
| 1. **Educational attainments:** |
| 1. **Any special needs in relation to the child (whether physical, learning, behavioural or any other) and his emotional and behavioural development:** |
| 1. **Whether the child is subject to a statement under the Education Act 1996 (i.e. Education and Health Care Plan)** |
| 1. **Previous orders concerning the child:**   **(i) the name of the court;**  **(ii) the order made; and**  **(iii) the date of the order.** |
| 1. **Inheritance rights and any claim to damages under the Fatal Accidents Act 1976 the child stands to retain or lose if adopted:** |
| 1. **Any other information which might assist the court:**   If there is nothing write “None” – if left blank the court are not sure whether the question has simply been missed and will send back.  Where the child has been the subject of care proceedings a SHORT summary of the child’s early history and reasons for issue of the proceedings and any findings and final orders made should be recorded. |

**PART 1 (ii): INFORMATION ABOUT EACH PARENT OF THE CHILD**

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| 1. **Name, date and place of birth and address (date on which last address was confirmed current) including local authority area:**   Ensure the focus is on both parents. Don’t forget to include fathers.  Date of last address need to be a date. When was the last sighting or response to a letter from that address. Make sure you have actually tried to establish current address.  If it’s a non-agency adoption and address is unknown, and we have not had contact before the court will usually search through DWP.  Ensure its clear whether the information relates to the mother or father. |
| 1. **Photograph, if available, and physical description:** |
| 1. **Nationality:** |
| 1. **Racial origin and cultural and linguistic background:** |
| 1. **Whether the mother and father were married to each other at the time of the child’s birth or have subsequently married:** |
| 1. **Where the parent has been previously married or entered into a civil partnership, dates of those marriages or civil partnerships:** |
| 1. **Where the mother and father are not married, whether the father has parental responsibility and, if so, how was it acquired:** |
| 1. **If the identity or whereabouts of the father are not known, the information about him that has been ascertained and from whom, and the steps that have been taken to establish paternity:** |
| 1. **Past and present relationship with the other parent:** |
| 1. **Other information about the parent, where available:** 2. **Health: *This should include any known learning difficulties or known general medical or mental health factors likely to have or may have genetic implications*.** 3. **Religious persuasion:** 4. **Educational history:** 5. **Employment history:** 6. **Personality and interests:** |
| 1. **Any other relevant information which might assist the court:** |

**PART 2: RELATIONSHIPS, CONTACT ARRANGEMENTS AND VIEWS**

**THE CHILD**

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| 1. **Placements: If the child is in the care of a local authority or voluntary organization, or has been, details (including dates) of any placements with foster parents, or other arrangements in respect of the care of the child, including particulars of the persons with whom the child has had his home and observations on the care provided.** |
| 1. **The child’s wishes and feelings (if appropriate, having regard to child’s age and understanding) about adoption, the application and its consequences, including any wishes in respect of religious and cultural upbringing:** |
| 1. **The child’s wishes and feelings in relation to contact (if appropriate, having regard to child’s age and understanding):** |
| 1. **The child’s wishes and feelings recorded in any other proceedings:** |
| 1. **Date when the child’s views were last ascertained:** |

**THE CHILD’S PARENTS (OR GUARDIAN) AND RELATIVES**

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| 1. **The parents’ wishes and feelings before the placement, about the placement and about adoption, the application and its consequences, including any wishes in respect of the child’s religious and cultural upbringing:** |
| 1. **Each parent’s (or guardian’s) wishes and feelings in relation to contact:** |
| 1. **Date/s when views of each parent or guardian were last ascertained:** |
| 1. **Arrangements concerning any siblings, including half-siblings and step-siblings, and whether any are the subject of a parallel application or have been the subject of any orders. If so for each case give:** 2. **the name of the court** 3. **the order made, or (if proceedings are pending) the order applied for;** 4. **the date of order, or date of next hearing if proceedings are pending.** |
| 1. **Extent of contact with the child’s mother and father and, in each case, the nature of the relationship enjoyed**   Don’t forget to include father. |
| 1. **The relationship which the child has with his relatives, and with any person considered relevant, including:**   Need to complete section for each relative – do not combine.   1. **The likelihood of any such relationship continuing and the value to the child of its doing so; and** 2. **The ability and willingness of any of the child’s relatives, or any such person, to provide the child with a secure environment in which the child can develop, and otherwise meet the child’s needs.** |
| 1. **The wishes and feelings of any of the child’s relatives, or such a person, regarding the child:** |
| 1. **Whether the parents (or members of the child’s family) have met or are likely to meet the prospective adopter and, if they have met, the effect on all involved of such meeting:** |
| 1. **Dates when the views of members of child’s wider family and any other relevant person were last ascertained:** |

**PART 3: A SUMMARY OF THE ACTIONS OF THE ADOPTION AGENCY**

**(a) Brief account of the agency’s actions in the case, with particulars and dates of all written information and notices given to the child and his parents and any person with parental responsibility.**

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| Date | Decision / Action |
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| 1. **Consent to Placement for Adoption and Adoption: If consent to placement for adoption and for adoption have been given, the names of those giving consent and the dates such consents were given should be stated. If these consents were subsequently withdrawn give the dates of these withdrawals***.* |
| **(c) Statement under Section 20(4)(a) of the Adoption and Children Act 2002:**  **If any statement has been made under section 20(4)(a) of the Adoption and Children Act (2002) that a parent or guardian does not wish to be informed of any application for an adoption order, the names of those who have made such statements and the dates the statements were made should be included. If such statements were subsequently withdrawn, the dates of these withdrawals.** |
| 1. **Order under Section 21 of the Adoption and Children Act 2002 (Placement Order): State whether a placement order has been made, date, court and case number.** |
| **(e) Support and Advice to Parents and Services Offered or Taken Up:**  **Details of the support and advice given to the birth parents and any services offered or taken up.** |
| 1. **Father without Parental Responsibility: If the father does not have parental responsibility, details of the steps taken to inform him of the application for an adoption order.** |
| 1. **Assessments of the Child’s Needs:**   **Brief details, dates and summary of assessments of the child’s needs, including expert opinion.**   | **Name of report** | **Author of report** | **Professional position** | **Date of report** | | --- | --- | --- | --- | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  | | | | |
| 1. **Reasons for Considering that Adoption in Child’s Best Interests:**   **Give the reasons for considering that adoption would be in the child’s best interests (with the date of the relevant decision and reasons for any delay in implementing the decision).**  The Agency Decision Maker gave the following reasons for ........ to be placed for adoption on .............................: |

**SECTION C: THE PROSPECTIVE ADOPTER OF THE CHILD**

**PART 1: INFORMATION ABOUT EACH PROSPECTIVE ADOPTER, INCLUDING SUITABILITY TO ADOPT**

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| 1. **Name, date and place of birth:** |
| **Address:**  *(including local authority area)* |
| 1. **Photograph & physical description:** |
| 1. **Domicile/Habitual Residence:**   **(Whether the prospective adopter is domiciled or habitually resident in a part of the British Islands and, if habitually resident, for how long they have been habitually resident)** |
| 1. **Racial origin and cultural and linguistic background**: |
| 1. **Marital status or civil partnership status, date and place of marriage (if any) or civil partnership (if any):** |
| 1. **Details of any previous marriage, civil partnership or relationship where the prospective adopter lived with another person as a partner in an enduring family relationship:** |
| 1. **Relationship (if any) to the child:** |
| 1. **Where adopters wish to adopt as a couple, the status of the relationship and an assessment of the stability and permanence of their relationship:** |
| 1. **If a married person or a civil partner is applying alone, the reasons for this.** |
| 1. **Description of how the prospective adopter relates to adults and children:** |
| 1. **Ability to Care for Children**   **Previous experience of caring for children (including as a step-parent, foster parent, child-minder or prospective adopter) and assessment of ability in this respect, together where appropriate with assessment of ability in bringing up the prospective adopter's own children.** |
| 1. **Summary of Health History**   **A summary, written by the agency’s medical adviser, of the prospective adopter’s health history, current state of health and any need for health care which is anticipated, and date of most recent medical examination.**  This needs to be a summary by the AMA not the author of this report. It is not acceptable for previous reports to be pasted. The AMA needs to read the health reports of the prospective adopters and provide a summary.  Depending on the date of the last health report for the prospective adopter, the AMA may require the prospective adopter to complete an AH2 to be completed by their GP. This update will then be sent to the AMA for a summary to be provided.  The health summary produced can then be pasted into this section of the report. |
| 1. **Assessment of the ability and suitability of the prospective adopters to bring the child up throughout childhood:** |
| 1. **Income and living standard:**   **Details of income and comments on the living standards of the household with particulars of the home and living conditions (and particulars of any home where the prospective adopter proposes to live with the child, if different).** |
| 1. **Household:**   **Details of other members of the household, including any children of the prospective adopters even if not resident in the household.** |
| 1. **Parents and Siblings of Prospective Adopter:**   **Details of the parents and any siblings of the prospective adopter, with their ages or ages at death.** |
| 1. **Other information about the prospective adopter:** |
| 1. **Religious persuasion:** |
| 1. **Educational history and attainment:** |
| 1. **Employment history:** |
| 1. **Personality and interests:** |
| 1. **Criminal Records Check**   **Confirmation that the applicants have not been convicted of, or cautioned for a specified offence within the meaning of Regulation 23(3) of the Adoption Agencies Regulations 2005 (S.I.2005/389)** |
| 1. **Approval**   **Confirmation that the prospective adopter/s is still approved.** |
| 1. **Referees**   **Confirmation that any referees have been interviewed with a report of their views and opinion of the weight to be placed thereon and whether they are still valid.** |
| 1. **Previous Family Court Proceedings**   **Details of any previous family court proceedings in which the prospective adopter has been involved.** |

**PART 2: WISHES, VIEWS AND CONTACT ARRANGEMENTS**

**PROSPECTIVE ADOPTER/S**

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| 1. **The prospective adopter’s willingness and ability to follow any wishes of the child or the birth parents or guardian in respect of the child’s religious and cultural upbringing:** |
| 1. **The views of other members of the prospective adopters’ household and wider family in relation to the proposed adoption:** |
| 1. **Reasons for the prospective adopter/s wishing to adopt the child and extent of understanding of the nature and effect of adoption. Has the prospective adopter discussed adoption with the child:** |
| 1. **The hopes and expectations the prospective adopter has for the child’s future:** |
| 1. **The prospective adopter’s wishes and feelings in relation to contact:** |

**PART 3: ACTIONS OF THE ADOPTION AGENCY**

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| 1. **A brief account of the Agency’s actions in the case with details of all written information and notices given to the prospective adopter:** |
| 1. **Contact: The agency’s proposals for contact, including options for facilitating or achieving indirect or direct contact.** |
| 1. **The agency’s opinion on the likely effect on the prospective adopter and on the security of the placement of any proposed contact.** |
| 1. **The agency’s reasons for considering that the prospective adopter is suitable to be an adoptive parent for this child (with the dates of relevant decisions).**   Give date of ADM decision re match and reasons stated. |

**Section D: The Placement**

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| 1. **Where the child was placed for adoption by an agency (section 18 of the 2002 Act) the date and circumstances of the child’s placement with the prospective adopter/s:** |
| 1. **Where the child is living with persons who have applied for an adoption order to be made (section 44 of the 2002 Act), the date when notice of intention to adopt was given:** |
| 1. **Where the placement is being provided with adoption support, this should be summarised and should include the plan and timescales for continuing the support beyond the making of the adoption order**. |
| 1. **Where the placement is not being provided with adoption support, the reasons why.** |
| 1. **A summary of the information obtained from the agency’s visits and reviews of the placement, including whether the child has been seen separately to the prospective adopter/s and whether there has been sufficient opportunity to see the family group and the child’s interaction in the home environment.** |
| 1. **An assessment of the child’s integration into the family of the prospective adopter/sand the likelihood of the child’s full integration into the family and community.** |
| 1. **Any other relevant information which may assist the court**. |

**SECTION E: RECOMMENDATIONS**

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| 1. **The relative merits of adoption and other orders with an assessment of whether the child’s long-term interests would be best met by an adoption order or by other orders (such as a child arrangements orders and special guardianship order).** |
| 1. **Recommendations as to whether or not the order sought should be made (and if not alternative proposals).** |
| 1. **Recommendations as to whether there should be future contact arrangements (or not).** |

***Complete only if relevant – delete this section entirely if not applicable***

**SECTION F: FURTHER INFORMATION FOR PROCEEDINGS RELATING TO CONVENTION ADOPTION ORDERS, CONVENTION ADOPTIONS, SECTION 84 ORDERS OR AN ADOPTION WHERE SECTION 83(1) OF THE 2002 ACT APPLIES.**

Put n/a if not applicable – do not leave any sections of the form blank.

|  |
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| 1. **The child’s knowledge of their racial and cultural origin.** |
| 1. **The likelihood of the child’s adaptation to living in the country he/she is to be placed.** |
| 1. **Where the UK is the state of origin, reasons for considering that ,after possibilities for placement of the child within the UK have been given due consideration, intercountry adoption is in the child’s best interests.** |
| 1. **Confirmation that the requirements of regulations made under Sections 83(4), (5), (6) and (7) and 84 (3) and (6) of the 2002 Act have been complied with.** |
| 1. **For a convention adoption or a convention adoption order where the United Kingdom is either the state of origin or the receiving state, confirmation that the central authorities of both states have agreed that the adoption may proceed.** |
| 1. **Where the state of origin is not the UK, the documents supplied by the central authority of the state of origin should be attached to the report, together with a translation if necessary.** |
| 1. **Where a convention order is proposed, details of the arrangement which were made for the transfer of the child to the UK and that they were in accordance with the adoptions with a foreign element regulations 2005(S.I 2005/392).** |

**Child’s Social Worker**

**Signature:**

**Name:**

**Date:**

**Child’s Social Worker’s Manager**

**Signature:**

**Name:**

**Date:**

**Adoption Social Worker**

**Signature:**

**Name:**

**Date:**