

**West Dunbartonshire Council -  
Adoption Service Action Plan**

	<b>Recommendation</b>	<b>Action Planned</b>	<b>Timescale</b>
1.	The service should develop a written policy covering work already being carried out in respect of participation of carers, birth parents, children and stakeholders in their service.	Policy being developed	August 2010
2.	The service should review whether adoptive families are having health visitor input at appropriate stages on the placements.	This will be addressed at post placement meetings	November 2009
3.	Consideration should be given to improving administrative support to the team.	This has been addressed through redeployment	December 2009
4.	The service should develop a more structured training programme to cover the work of the team.	An insert will be put in for this service.	July 2010
5.	The service should ensure their management of Disclosure Scotland checks on carers fully meets the appropriate code of practice.	Meeting with Human Resources to review practice	April 2010
6.	The service should proceed to finalise the new updated adoption policies and procedures as soon as possible.	In the process of being finalised.	July 2010