



## Your at-a-glance guide to the adoption process

1. After reading the information on this website, if you wish to find out more about adopting a Kingston child, phone the Adoption Duty Worker on 020 8547 5004 or return the online **Adoption Enquiry Form** and we will contact you to take further details.
2. If appropriate, you will be invited to attend an **Adoption Information Evening** when social workers will explain the adoption process and you can meet adopters and hear about their experiences.
3. You should phone or email the Adoption Duty Worker if you wish to progress further, and based on the information you have given us, we will make a **Preliminary Selection**.
4. If we feel that you could meet the needs of our children you will be offered an **Adoption Counselling Interview**. This is held in your home.
5. We will consider whether or not to invite you to complete a formal **Application Form** and we will begin to progress statutory checks, including one with the Criminal records Bureau (CRB).
6. While these checks are being organised you will attend a series of **Adoption Preparation Meetings** and an Adoption Worker will be allocated.
7. Once the preparation and training course has been completed, the Adoption Worker begins the **Home Study** and interviews your referees.
8. The Adoption Worker prepares the **Prospective Adopters Report (PAR)**.
9. The PAR is presented to Kingston's **Adoption Panel** and a recommendation is made about approval. Sometimes a decision is deferred to allow further information to be gathered. Applicants are always invited to attend the panel.
10. The Adoption Agency Decision Maker makes a **formal decision**, based on the Adoption Panel's comments and recommendations, within seven days of the panel.
11. If you are approved as prospective adopters, the **Matching Process** will begin, but it may take several months for a child to be placed and this might be with a Kingston child or a child from another local authority. The Adoption Panel is again involved in the matching process and the Agency Decision Maker has to agree.
12. After your approval you will be invited to Kingston's **Adoptive Parents' Support Group** and to any adoption workshop we organise. You can continue to access Adoption Support Services at any time after your child is adopted.