
WELSH STATUTORY INSTRUMENTS

2005 No. 1514 (W.118)

**CHILDREN AND YOUNG PERSONS, WALES
SOCIAL CARE, WALES**

The Adoption Support Agencies (Wales) Regulations 2005

Made - - - - - *7 June 2005*

Coming into force *30 December 2005*

**THE ADOPTION SUPPORT AGENCIES
(WALES) REGULATIONS 2005**

PART 1

GENERAL

1. Title, commencement and interpretation
2. Adoption Support Services
3. Statement of purpose and children's guide
4. Review of statement of purpose and children's guide

PART 2

REGISTERED PROVIDERS, RESPONSIBLE INDIVIDUALS AND MANAGERS

5. Fitness of registered provider
6. Appointment of manager
7. Fitness of manager
8. Registered person — general requirements
9. Notification of offences

PART 3

APPLICATIONS FOR ADOPTION SUPPORT SERVICES

10. Applicability of provisions
11. No obligation to proceed if not appropriate
12. Consent of subject to disclosure etc
13. Veto by an adopted person or relative
14. Provision of background information where consent refused etc
15. Counselling

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PART 4

CONDUCT OF AGENCIES

16. Arrangements for the protection of children
17. Provision of services
18. Records with respect to services
19. Complaints
20. Complaints — further requirements
21. Staffing of agency
22. Fitness of workers
23. Employment of staff
24. Staff disciplinary procedure
25. Records in respect of staff
26. Fitness of premises

PART 5

MISCELLANEOUS — AGENCIES

27. Notifiable events
 28. Financial position
 29. Notice of absence
 30. Notice of changes
 31. Appointment of liquidators etc
 32. Offences
 33. Compliance with regulations
 34. Amendment of the Registration of Social Care and Independent Health Care (Wales) Regulations 2002
 35. Transitional Provisions
- Signature

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- SCHEDULE 1 INFORMATION TO BE INCLUDED IN THE STATEMENT OF PURPOSE
1. The aims and objectives of the agency.
 2. The name and address of the registered provider, the responsible...
 3. Any conditions for the time being in force in relation...
 4. The relevant qualifications and experience of the registered manager.
 5. The number, relevant qualifications and experience of the staff working...
 6. The organisational structure of the agency.
 7. A description of the services offered by the agency.
 8. The system in place to monitor and evaluate the provision...
 9. A summary of the complaints procedure.
 10. The name, address and telephone number of the registration authority....
- SCHEDULE 2 INFORMATION REQUIRED IN RESPECT OF THE RESPONSIBLE INDIVIDUAL OR PERSONS SEEKING TO MANAGE OR WORK FOR THE PURPOSES OF AN AGENCY
1. Proof of identity including a recent photograph.
 2. Either — (a) where the certificate is required for a...

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3. Two written references, including a reference from the person's most...
4. Where a person has previously worked in a position whose...
5. Documentary evidence of any relevant qualification.
6. A full employment history, together with a satisfactory written explanation...

SCHEDULE 3 RECORDS TO BE KEPT IN RELATION TO EACH PERSON WORKING FOR THE PURPOSES OF AN AGENCY

1. Full name.
2. Sex.
3. Date of birth.
4. Home address.
5. Qualifications relevant to, and experience of, working with persons receiving...
6. The dates on which he or she commences and ceases...
7. Whether he or she is employed by the registered provider...
8. His or her job description and whether he or she...
9. Training undertaken by him or her, supervision, appraisal, disciplinary action...

SCHEDULE 4 EVENTS AND NOTIFICATIONS

- 4 Explanatory Note