



**Gwasanaeth
Maethu
Dewi Sant**

**St David's
Fostering
Service**



**ST DAVID'S FOSTERING
SERVICE**

STATEMENT OF PURPOSE

**UNDER THE REGULATIONS AND INSPECTION OF SOCIAL CARE
(WALES) ACT 2016**

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ABOUT THE PROVIDER

Service provider	St David's Children Society
Address of service provider	Lambourne House, Llanishen Business Park, Llanishen, Cardiff, CF14 5GL
Legal entity	Charitable Company
Responsible individual	Jason Baker
Manager of service	Catherine Gates
Name of service	St David's Fostering Service
Address of service	Lambourne House, Llanishen Business Park, Llanishen, Cardiff, CF14 5GL
Other relevant address (domiciliary support, fostering, adoption, adult placement and advocacy services only)	None

SECTION 2

DESCRIPTION OF THE LOCATION OF THE SERVICE



St David's Fostering Service offers a bespoke, Wales-focused fostering service with therapeutic post placement support, and enables the delivery of Welsh Early Permanence. The office base of the service is located in Cardiff.

SECTION 3

VALUES, VISION, MISSION AND RANGE OF NEEDS OF THE INDIVIDUALS FOR WHOM THE REGULATED SERVICE IS TO BE PROVIDED

VALUES



An Open Door – we are available, accessible, and open to people interested in achieving permanency for children across Wales.



A Genuine Welcome – we offer a warm, genuine, and honest approach in how we deliver our services.



An Inspiring Outlook – we are enthusiastic, creative, and progressive in developing and delivering our services.



A Responsible Guide – we are supportive, responsive, and guiding, building long-lasting relationships with people and professionals.



A Supportive Professional – we are dedicated and reliable in offering expertise in our service delivery.

VISION AND MISSION



St David's Fostering Service

Vision – Every child living with a foster family is provided with a nurturing environment in which to grow and thrive.

Mission – We champion foster families across Wales to provide stable, nurturing and loving homes for children. Through our dedicated recruitment and training we promote family wellbeing, offering support every step of the way. Using psychology-led, trauma-informed transitions, we help children move safely between care settings, including returning home where ever possible.



Association of Fostering, Kinship and Adoption Cymru (AFKA Cymru)

Vision – Today's knowledge supporting tomorrow's families.

Mission – Every adoption journey starts with a child. Our modern and responsive adoption service enables and supports our families across Wales to help children grow and thrive throughout their lives, valuing all relationships that are important to them.



St David's Adoption Service

Vision – Every child with an adoption plan in Wales is found a loving family and supported to be the best that they can be.

Mission – Every adoption journey starts with a child. Our modern and responsive adoption service enables and supports our families across Wales to help children grow and thrive throughout their lives, valuing all relationships that are important to them.

OUR MODEL

Our service model focuses on providing permanence and stability for children in a way that can adapt to their evolving needs. For example, in addition to our core fostering service, we offer Wales Early Permanence (WEP), this is the umbrella term given to the practice of placing children at the commencement of care proceedings with foster parents who are also approved as prospective adoptive parents.

As well as our WEP offer, we have also created a step out of residential care model that offers therapeutic transitions for a child moving out of a residential home. Working in partnership with other professional organisations, this model promotes opportunities for children to be placed within a family unit rather than remaining in a residential care setting.

St David's Fostering Service aims to:

- Secure a family which effectively meets the child's assessed needs, within agreed timescales.
- Ensure that children avoid unnecessary placement moves, disruption and delay in achieving permanency.
- Ensure that all parties involved – the child; the birth parents; the foster parents – feel supported, involved and listened to.
- Step children out from foster care through reunification with birth parents or family members.
- Reunifying brothers and sisters who have been separated in care.
- Step young children down from residential care to foster care.

What training will you get?



AFKA Cymru has developed a suite of core, additional and specific training for Foster Carers, see framework here: [10-LD-Framework_E-1.pdf](#) (afkacymru.org.uk).

In addition they have been commissioned by the National Adoption service and Welsh Government to develop a range of Good Practice Guides and Frameworks that can be found here;

[National Adoption Service - Good Practice Guides](#) (adoptcymru.com).

A link to the Wales Early Permanency (WEP) Framework in can be found:

[National Adoption Service - Welsh Early Permanence Framework](#) (adoptcymru.com).



What support will you get?

Staff from St David's Fostering Service will use information and advice from the aforementioned Framework and GPG's to inform their work with you. If you haven't done so already, we would very much advise you to access these documents in order to start preparing yourself for your journey with us. Your main source of support will be from your Social Worker that will either be undertaking or has already undertaken your assessment and approved you. They will give advice and support you through the process of receiving a placement and with specific fostering tasks, including facilitating contact arrangements with birth family including brothers and sisters, parents, extended family members and reunification where it is in the child's best interest.

St David's Fostering Service Objectives;

- Recruit, assess, train, and support prospective Foster Parents.
- Recruit, assess, train, and support prospective adopters who want to become approved as Foster Parents, to provide Early Permanence placements.
- Work in partnership with foster parents, children, young people, birth parents, Local Authorities, and where appropriate Regional Adoption Agencies
- For WEP placements, work with Local Authorities and Regional Adoption Agencies to provide placements that match the identified needs of children referred to the service, with the aim of securing permanent family life.
- Work with The Children's Commissioning Consortium Cymru (4C's) Local Authorities, Foster Wales and the National Adoption Service Wales to respond positively to the evolving needs of children, where their permanency is not achieved through adoption or reunification with their birth family, resulting in care plans changing to other options, such as long-term foster care.
- Work with the 4C's, residential settings, Local Authorities, therapeutic partners, foster parents and birth families to step children out of residential care
- Offer a high-quality professional service to all stakeholders.

How does Panel work?

The Fostering Panel oversees the conduct of assessments carried out by the fostering service, advises on any relevant matters in relation to the fostering service and makes recommendations to the Agency Decision Maker about quality issues and performance standards. The fostering panel is usually made up of around 6 to 10 people, who each have a unique set of skills, knowledge and experiences in relation to children.



Welsh Early Permanence requires dual approval as 'suitable to adopt a child' and 'suitable to foster a child'. At St David's Children Society, we will have separate central membership lists for St David's Fostering Service and St David's Adoption Service Panels.

While some Panel members will be named on both central lists, in order to be compliant with The Fostering Panels (Establishment and Functions) (Wales) Regulations 2018 and the Adoption Agencies (Wales) (Amendment) Regulations 2014 we will have some Panel members that are unique to each Panel in order for both to function independently of each other.

St David's Fostering Service outcomes for children and young people:

- Be helped to develop a sense of stability, positive identity, emotional resilience, and an understanding of their background.
- Be happy and supported to maintain their ongoing health, development, and overall well-being, including intellectual, social and behavioural development.
- Feel their voices are heard, they have choice about their care and support, and opportunities are made available to them
- Enjoy appropriate relationships, interact positively with others and develop social skills.
- To feel safe, learn how to protect themselves, and are protected from significant harm, including neglect, abuse and accident.
- Have access to the services they need to meet their health needs.
- Be encouraged and supported to take part in leisure and other activities which promote their development.
- Be encouraged and supported in education and achievement, in order that they can reach their full potential.
- Achieve permanency either through adoption by their Early Permanence Foster Parent/s; or through their safe and planned return to their birth family, supported by their Foster Parent/s.

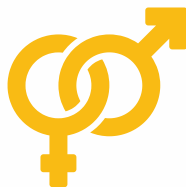
- Be supported in maintaining contact arrangements with people who are significant to them, for example brothers and sisters, parents, extended family members in order that they can maintain meaningful and supportive relationships where appropriate.

AGE RANGE



0-12 years

GENDER



Any gender

SECTION 4

HOW THE SERVICE IS PROVIDED

St David's Children Society will seek to recruit potential Foster Parents via generic enquiries to the service. If they choose to proceed with an application to be a Foster Parent, they attend Preparation Groups and training that incorporates specific additional training relevant to the need of each foster family.

In relevant cases (WEP) this will be combined training that prepares them for the different roles and responsibilities arising from Early Permanence and approval as both a Foster Parent and a prospective Adopter.

Arrangements for assessing, planning, and reviewing people's care and support;

The assessment of suitability to be approved as a Foster Parent is undertaken by a suitably qualified and skilled agency Social Worker, or by a suitably qualified Independent Social Worker. They complete and present an assessment, FORM F, that focuses on their ability to undertake the relevant fostering tasks, to the Fostering Panel. Supported by the Fostering Service Manager they will consider the applicants' fitness to undertake the specific range of fostering tasks and make recommendations, to the designated Decision Maker in respect of the applicants' suitability to be approved as Foster Parents.

Commencement of Service arrangements.

St David's Fostering Service will only agree to place a child with a foster parent if it is evident that they are suitable and able to meet the needs outlined in the child's care and support plan. This will involve considering a wide range of information and consultation with all relevant stakeholders, taking account of the child's wishes and feelings. Where appropriate the views of the birth parents and family will also be considered.

The child's Placing Authority ultimately makes a decision about commencing a placement on behalf of a child, when they are satisfied that there is a suitable placement which can meet the child's needs for care and support and enable the child to achieve their personal outcomes. The Agency will make any reasonable adjustments to ensure that the child's overall care and support needs are met.

Making a placement where the plan for permanency is yet to be decided



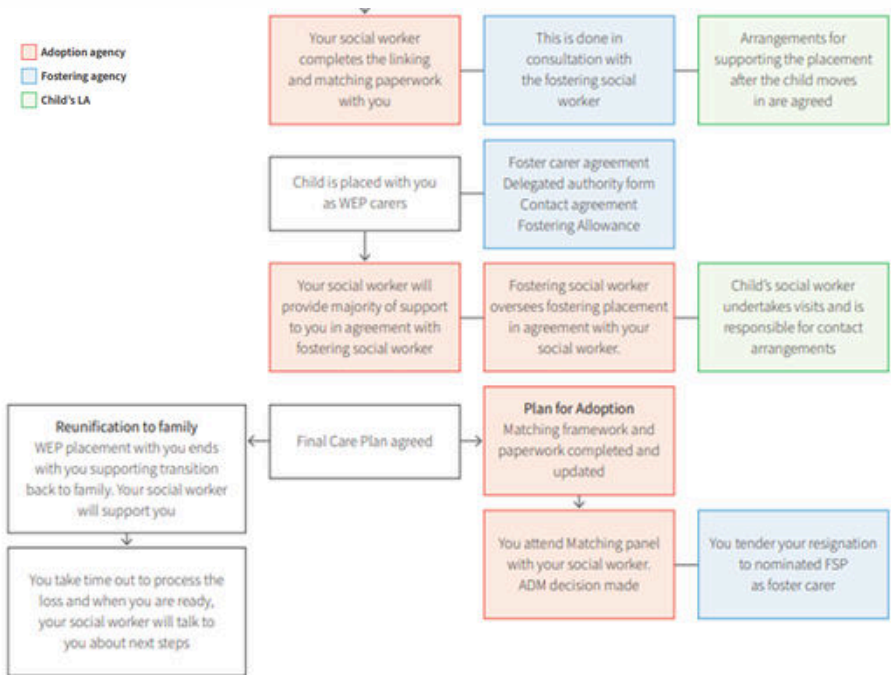
To make suitable placements the Agency will take into account of all the requirements set out within the Care Planning, Placement and Case Review (Wales) Regulations 2015 including:

- the child's care and support plan
- any health or other relevant assessments,
- the child's views, wishes and feelings,
- any risks to the child's well-being
- any risks to the well-being of any other child who may be affected by the placement to be made
- the child's religious persuasion, racial origin, cultural and linguistic background, sexual orientation and gender identity
- any reasonable adjustments which the service provider identifies.

Making a WEP placement

The WEP matching framework takes account of the fact that it will facilitate a foster placement. However, it also acknowledges that the placement may become an adoptive placement. Therefore, the matching framework will include sufficiently detailed information and afford as much time as possible for all the practitioners involved and the proposed foster parents to make the placement matching decision. This document should be completed by the Agency Social Worker in consultation with Children's Social Worker and Fostering Social Worker prior to a Matching meeting. Information from the Child Referral form and Referral Planning meeting can be used when completing this document. A Matching meeting will be held to discuss information in this document about the proposed match and add any further detail that might be available; this meeting will be facilitated by a manager within the Family Finding team in the adoption region and will include all of the above professionals.





Services Provided to Foster Parents whilst the child is placed under Fostering Regulations;

- A dedicated Social Worker who provides ongoing support and monthly 1 to 1 supervision.
- Assistance with contact arrangements, record keeping and attendance at meetings.
- Regular consultation via formal supervision, visits, and regular telephone, email and digitally supported (Teams; Zoom) contact.
- Ongoing training.
- Social events for foster parents and children.
- Out of hours telephone contact.
- Foster parent mentors/buddies
- Fostering Network Membership

Services Provided to Early Permanence Foster Parents when the child is placed under Adoption Regulations;

At the point at which the adoption placement is confirmed under Adoption Regulations, there will be a seamless transition from their fostering to their adopter role, which will include them retaining the same Social Worker throughout. Foster Parents will be assisted, by their Social Worker, in completing and submitting a written resignation to the Fostering Panel, within agreed timescales, to ensure adherence to the legislative framework and associated Fostering Panel functions.

Services Provided to Local Authorities, Regional Adoption Agencies, children and young people
St David's Fostering Service is committed to working in partnership with Local Authorities, Regional Adoption Agencies and other agencies to identify and develop opportunities that secure permanency for children.

St David's Fostering Service provides,

- Linking, to assist with a rapid response to requests for placements.
- Full consideration regarding the ability of the foster families to meet the child's cultural, ethnic, and religious needs and manage the uncertainties associated with a child's legal status and care plan.

- Carefully planned preparation and introductions.
- Information and support for children to help to prepare them for placement with foster parents.
- A high level of support to its foster parents.
- A range of placements to meet the assessed needs of children placed.
- Support to adults and children in transitioning from an Early Permanence Fostering arrangement to their adoption placement.
- Social events for foster parents, children and young people.
- Ongoing professional intervention to achieve a successful and lasting placement

Standard of care and support

- Children's welfare is of paramount importance in the provision of placements arranged by St David's Fostering Service. All staff and foster parents aim to support the child's right to appropriate services and to assist and advocate on a child's behalf in achieving this.
- St David's complies with and supports Safeguarding and Child Protection Policies and Procedures; Fostering Network Safe Caring principles; Fostering Network good practice guidance in the UK. All approved foster parents are required to adhere to a safeguarding 'Code of Conduct'.

- St David's is committed to working in an anti-discriminatory way. It recognises and works with individual difference in respect of language ethnicity, culture, gender, sexuality, disability, or religious beliefs.
- Staff and foster parents' complete induction training based on a recognised competency framework, foster parents also receive regular 1 to 1 supervision, focussed on identifying and addressing the individual needs of the child/ren in placement taking particular account of their developmental needs, health, education, safety and well-being alongside their social, linguistic, cultural and/or religious beliefs.

Language and communication needs for people using the service;

At St. David's Children Society we recognise that we all have a part to play and that everyone's contribution counts in respect of making provision for the Welsh language ([information pack](#)). When answering the phone, we greet people bilingually. We also know who speaks Welsh at the Service and know who we can contact if anyone making contact needs to speak Welsh.



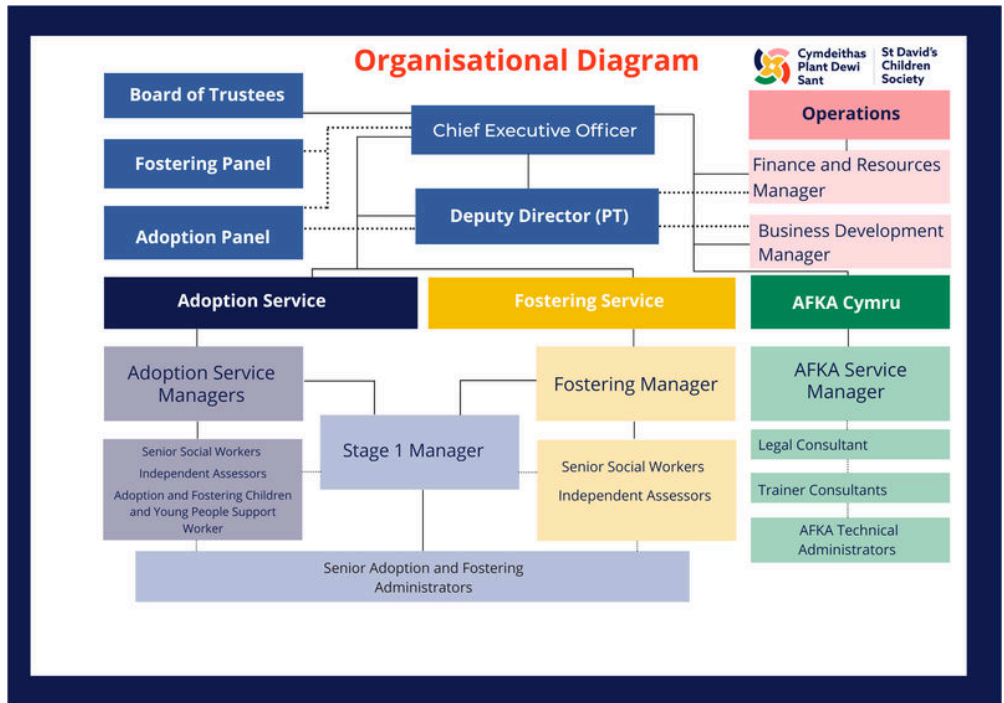
We recognise that language is an essential part of a person's identity and that the needs of Welsh speaking service users are a key part of the equal opportunities agenda in Wales as outlined in The Welsh Language (Wales) Measure 2011.

St David's Children Society has therefore adopted the principle that in carrying out its work in Wales it will treat English and Welsh language on the basis of equality and provide an active offer of providing services in the Welsh language.

At a practical level we have Trustee's, administrators and a Social Worker that are fluent in and could provide a service in Welsh. As with our website, all key externally documents at the Society e.g. statement of purpose, service user guide and assessment are produced in Welsh.

Most importantly we have successfully recruited, assessed and approved many Welsh speaking adopters and placed many Welsh speaking children over a number of years. Offering peer mentoring / buddying and support groups in both English and Welsh are a crucial to what we do St David's in terms of being 'one family.'

STAFFING ARRANGEMENTS



a) Specialist staff

Specialist work is available on a bespoke arrangement through our therapeutic partner at The Family Place.

b) Supervision arrangements

The work of individual members of the team is monitored through regular professional supervision and annual appraisals. All members of the team have daily access to the manager and RI/CEO as required.

St David's Fostering Service is committed to ensuring that its services are effective, efficient and of a high standard. It continually monitors and evaluates the operation of the Service, Panel and administrative procedures through;

- performance monitoring
- gathering and evaluating service user feedback
- formal supervision of staff
- appraisals of staff and Panel (yearly)
- identifying trends in compliments, complaints, notifications and safeguarding concerns
- responding to recommendations from Inspections
- auditing case files

Exit interviews are carried out with all staff leaving the Service, with their agreement, and their views are taken into consideration in all aspects of continuous improvement of St David's as a learning and transparent organisation.

c) Staff training

All staff undertake an induction which incorporates core training, including key aspects of: Equal Opportunities, Health and Safety, Data Protection (GDPR), Fostering Regulations and Guidance, Safeguarding, complaints, database and Welsh language policy. They are all also provided with our Employee Policies handbook.

Further training is provided based on the specific role of the individual within the organisation. For example, social workers receive further Safeguarding, Early Permanence, PAR / making good assessment, Secure Base, Understanding our Children, Dyadic Developmental Psychotherapy – level 1, Role of Panel and observation of Panel and Theraplay training.

Additional training is identified for individual staff through the probation period and annual appraisals. All staff are asked to feedback on their training needs through supervision sessions and annual appraisals.

Team training days are provided on average twice throughout each year and the social work team have an opportunity to meet on a regular basis for group supervision, peer support and information sharing.

FACILITIES AND SERVICES

Domiciliary support, fostering, adoption, adult placement and advocacy services only

Information about the facilities to securely store records:

St David's Fostering Service will ensure that all sensitive case records relating to children, foster parents, staff, Advisers, Trustees and Panel business are kept confidentially and securely. Arrangements for access are clearly laid out and in keeping with General Data Protection Regulations (GDPR) and associated guidance.

All staff of St. David's who process personal data must comply with the Data Protection Act and GDPR. Infringement of the Data Protection Act/GDPR 2018 by staff may expose the Society and the individual to legal action and claims for substantial damages. Any infringement of the Act will be treated seriously by the Society and may be considered under disciplinary procedures.

The Agency will co-operate with those bodies or persons exercising a legal right to access information. The Agency will create and maintain case records which meet legislative requirements.

Case records are stored using Charms database and lockable security cabinets. All records kept will comply with the Regulated Fostering Services (Service Providers and Responsible Individuals) (Wales) Regulations 2019.

Case records which can be destroyed are shredded and disposed of as confidential waste.

Meetings with individuals using the service

Service-users are represented on both the Board of Trustees and Fostering and Adoption Panels. We measure the impact of our interventions with service users through a systematic evaluation process, including questionnaires. We are developing a model of co-production in recruitment and training and in respect of the design and delivery of our Early Permanence Services. Foster Parents have monthly meetings with their social worker, attend training events and support meetings with other foster parents, Events for foster families are also arranged at least twice a year and involve fun alongside opportunities for consultation and feedback about the service and proposed developments.

Provision of Staff Training

All staff have regular supervision and annual appraisals where learning needs are reviewed and identified, and ongoing development plans agreed. Ongoing staff training is provided to ensure St David's consistently meets the needs of its service users, and staff have access to the most up to date and relevant training opportunities, including, in house and external training days, group / peer supervision and specialist training where appropriate. Staff (team) meetings are routinely arranged monthly and whole team development days are also arranged.

GOVERNANCE AND QUALITY MONITORING ARRANGEMENTS

The Responsible Individual (RI) is based in the same office as the fostering service. They ensure that all Quality Assurance checks and measures are undertaken routinely by the Agency from a service user's first point of contact with the service. The RI attends monthly team meetings and training and development team days. They also conduct and report on their formal quarterly visits. The RI collates qualitative and quantitative data and uses analysis of this data to inform an annual development /business plan that takes account of, staffing, service uptake, delivery, recruitment activity, assessment, training and practice in all areas of fostering service practice.

The Agency welcomes independent scrutiny of the way it delivers its services and uses consultation questionnaires with all stakeholders, as a critical component of the quarterly performance reports, six monthly and annual Quality of Care review under RISCA 2016. Collation and analysis of all feedback is used to drive forward service improvement. The RI drafts and presents an Annual Statement to the charity's Trustees as well as compiling and sharing the service Statement of Compliance.

Measures used to monitor, review and improve the quality of care and support

The Agency operates in a culture of continuous learning and uses best practice models and up to date research to inform practice. St David's evaluates lessons learnt from complaints, safeguarding matters and any disruption to placements. Patterns and trends are analysed both within the context of the quarterly performance reports, Quality of Care reports and lessons learned assimilated into practice. This data is also reviewed for patterns and trends for management and Trustee meetings, as well as annual Panel reports, to ensure that there is sufficient capacity to meet projected demand.

Feedback from Inspection reports is made widely available to staff, foster parents and the Board of Trustees, recommendations on service improvements are always implemented in a timely way.

Arrangements for dealing with complaints

St David's Children Society positively encourages comments and observations concerning service-users from their first point of contact with the Society.

The Society has a formal Complaints Procedure, which is made available to all service users. Our complaints' procedure encourages informal resolution before they become complaints. However, if matters cannot be resolved, any complaints are forwarded to the Chief Executive who initiates a formal investigation. Where necessary an independent person will be appointed to investigate the complaint.

- The Responsible Individual will monitor all complaints through having oversight of adequacy of resources, visiting the premises and undertaking quality of care reviews.
- The Chief Executive monitors all complaints and reports on these within the annual report for the Board of Trustees.

If, following issues being raised about suitability and fitness, the Agency is not minded to recommend approval (at stage 2 of the Fostering assessment process) or continued approval within the Annual Reviewing process, the (prospective) foster parent may choose to access the Independent Review Mechanism (IRM) who offer an Independent Review of Determinations. Whilst this is not technically a complaint process it does provide an opportunity to access an independent review of the Agencies decision making. The IRM will conduct a review and pass on recommendations to the Agency.

Compliments

We celebrate our successes and when we receive compliments about our staff or the service, we are providing this is shared with the respective team member. They are also recorded on quarterly board reports and within the performance reports and quality of care reports to assimilate best practice into continuous learning.

Arrangements for consulting people using the service, staff and other stakeholders

St David's Children's Society is committed to promoting an open, inclusive and welcoming culture. We seek feedback from service-users and staff in order to inform future service provision and to assess the efficiency and quality of its service provision.

We seek service users' views throughout the process. Information is used to inform the future planning and development of the Society's Services, for management reports and for dissemination through the Society's Evaluation and Monitoring Programme.



Feedback from training events informs a training needs analysis for applicants and foster parents/adopters.

Prospective and approved foster parents are asked their views and opinions via a variety of mechanisms including questionnaires and Survey Monkey at the point of:

- After the pre-approval preparation training and at all training events
- As part of end of Stage One Review
- After attending the panel
- At annual reviews
- When an adoption order is granted
- Via support groups

The Responsible Individual also consults with foster parents as part of the quarterly Regulation 56 visits, under RISCA arrangements and undertake a review of adequacy of resources under Regulation 57 on a quarterly basis. This consultation is used to analyse any specific trends in respect of what the organisation is doing well and what areas it needs to improve on.



Every effort is made to seek the views of children placed with the Society and their views are recorded to inform future service planning. Groups for children of various age ranges (including stay and play and Christmas and Summer events) have usefully informed the development of the Society's Support Services for children who are placed for adoption go on to be adopted through the organisation. The voice of the child is also sought through consultation questionnaires sent to Independent Reviewing Officers and Childcare Social Workers, which subsequently feed into the Regulation 63 quality of care review.

Systems have been developed to consult with other stakeholders including health, education workers at the point of the child's review. Questions asked have comparators to those asked of IRO's and include whether they feel that children have been heard and have had the opportunity to proactively contribute to their

lives and whether children have been supported to maintain their overall wellbeing and continuous development.

Panel Members' views are sought on an annual basis through their individual Panel Appraisal and from the annual business meeting, their evaluations are used to inform the continuing development of the Panel process. The Panel Chair is consulted every 3 months through a quarterly business meeting with the Agency Panel Advisor and Agency Decision Maker.

Service-users are represented on both the Board of Trustees and the Panel. Within St David's Children Society Business Plans there are clear objectives to work within a model of co-production that will facilitate service users actively participating in the ongoing design and delivery of the service.

Team members are consulted at each supervision session, in team meetings, at in-house and commissioned training events, in group supervisions and in annual appraisals. They are also consulted via Survey Monkey every quarter to inform the Responsible Individual Regulation 63 visits. Any patterns and trends are analysed in respect of service improvement. They are also consulted during Team Development Day events.

Analysis arising from this consultation informs agency processes and practice and service design.

St David's Fostering Service is registered and inspected as a charitable fostering agency.

Responsible individual: Jason Baker - Jason qualified as a Social Worker in 2000 and was also awarded a Masters Degree in Social Work in 2001. Jason has worked directly with children and families spanning permanency in its widest context for many years as a practitioner, manager and in a leadership capacity. Having worked in a number of Local Authorities settings in Wales, Jason joined the 3rd Sector in 2008. Jason is the Chief Executive Officer for St David's Children Society where his role is Welsh focussed, to support Welsh Early Permanence. Jason is also the Responsible Individual for St David's Adoption Service and acts as Agency Decision Maker for both Services.

Manager of the fostering service: Catherine Gates. Catherine is the Fostering Services Team Manager for St David's Fostering service. She joined St David's in 2014 and undertakes the supervision of all day-to-day operational matters. Her qualifications include - BA (Hons) Degree in Social work, PQ Diploma in Social Work with Children, Young people, their families and carers, TMDP (team Managers Development programme) Oxford Brookes and has worked within the social work profession for over 20 years having gained extensive experience working in Local Authorities in childcare teams and in particular, safeguarding, fostering and adoption services.

Care Inspectorate Wales;

Care Inspectorate Wales (CIW) are the independent regulator of social care and childcare in Wales. They register, inspect and take action to improve the quality and safety of services for the well-being of the people of Wales. Should you wish to contact CiW in respect of this or any other regulated service their contact details are;

- Telephone 0300 7900 126
- e-mail: CIW@gov.wales
- Post: Care Inspectorate Wales, Welsh Government Office, Sarn Mynach, Llandudno Junction, LL31 9RZ.



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St David's
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LINKS

[Easy Read – Our Purpose: A Guide for Everyone](#)

[Feedback Leaflet](#)

Children and Young People ["Have your say" Leaflet](#)

CONTACT

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