

Model Letter informing Individuals of a qualifying determination

Name and Address of prospective adopter

Dear

NOTIFICATION UNDER REGULATION 28(4) ADOPTION AGENCY (WALES) REGS 2005

Having considered your application to become an adoptive parent(s) and the recommendation of the adoption panel, this agency does not propose to approve you as suitable to be an adoptive parent(s).

Therefore, as Agency Decision Maker I must notify you that I propose to make a Qualifying Determination sent to you on this day (day and month) not to approve you as an adopter(s) for the reasons stated below:-

[insert reasons. Include a copy of the adoption panel's recommendation if different]

I know this will be disappointing news for you but before a final decision is made, you may within 40 days of this notification being sent choose to

- 1) accept the determination; or
- 2) submit any representations you wish to make to the Adoption Agency. Such representations will be made via the Complaints and Representation Procedure (a leaflet is enclosed) or
- 3) apply for the determination to be reviewed by an independent review panel (the IRM Cymru).

OPTION 1: ACCEPT THE DETERMINATION

It would be helpful if you could advise me, within 40 days from the date this letter was sent, if this is your preferred option. The determination will be confirmed and a formal decision will be sent to you.

OPTION 2: REPRESENTATIONS TO THE AGENCY

If you choose to make representations to this agency, they must be in writing and be received at this office within 40 days from the date this letter was sent. On receipt, your case and written representations may be referred to an adoption panel to consider and to make a fresh recommendation. The adoption panel's recommendation will be taken into account when the final decision is made by this agency. You will be invited to attend the hearing to answer any questions the adoption panel may have.

OPTION 3: APPLICATION TO AN INDEPENDENT REVIEW PANEL (IRM CYMRU) FOR A REVIEW

The role of the IRM Cymru and an overview of the application process are explained on the website www.childreninwales.org.uk . If you wish to apply to the IRM Cymru to review this agency's determination, your written application and your reasons for the application must be received by the IRM Cymru within 40 days from the date this letter was sent. A copy of the review panel's recommendation will be sent to this agency and will be taken into account with the original adoption panel's recommendation when the final decision is made by this agency on your suitability to be an adoptive parent.

If I have not heard from either you or the IRM Cymru's administrator after the period of 40 days has expired, a decision will be made on your suitability to adopt a child. You will be notified of that decision as soon as is practicable/within ? days.

Yours sincerely