

## **Adoption services to the descendants of adopted people**

Since October 2014 the Adoption and Children Act has extended the right to the "Prescribed Relatives" of adopted people to seek information from adoption records and to request an intermediary service to trace birth relatives. The Act does not permit the birth name of an adopted relative to be given to a Prescribed Relative unless it is already known.

Prescribed relative is a legal term meaning a descendant of an adopted person e.g. their son or daughter, or someone who is closely related to them by their adoption.

If you wish to trace birth relatives you will need to do this through a registered Adoption Support Agency (ASA). We can offer that service but we do make a charge for tracing. You can also go to an ASA of your choosing but they too will charge for their service. If you decide to go to an ASA other than Barnardo's we will provide them with any information we hold that will help them. There is information about Adoption Support Agencies on the following website:

[www.adoptionsearchreunion.org.uk](http://www.adoptionsearchreunion.org.uk)

If the adopted person is deceased, we will require proof of this before providing a service.

If the adopted person is alive, they can seek their own information and if we hold their records we will provide that information to them.

If you ask for information about an adopted person who is alive, we must consult with them before taking any further action and can only go ahead with their agreement.

If the adopted person is alive but unable to ask for a service because of ill health, we will consult with them and may be able to help in certain circumstances.

If the adopted person's whereabouts are unknown, we will be unable to consult with them and may not be able to offer a service.

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If your relative was adopted through Barnardo's we will need:

- some proof of your identity
- proof of your relationship to the adopted person e.g. your birth certificate
- proof of their death **or**
- the reason why they cannot seek their own records

We will need this information before we can confirm if we hold their adoption records.

If we do hold records, there is a legal requirement for you to meet with an Adoption Adviser either here at Barnardo's or you can request a service from your Local Authority, or from a Registered Adoption Support Agency (ASA). They may charge for their services.

We can then provide any information we have about the circumstances of your relative's adoption in summary form.

We cannot normally provide any information to identify the birth family of your relative e.g. their birth name but we will provide an Adoption Support Agency with information if you wish to try and trace your relative.

We will keep a record of your contact with us in case a birth relative should contact us. You may also wish to write a letter to be held on your relative's file in case a birth family member should get in touch with us.

The website [www.adoptionsearchreunion.org.uk](http://www.adoptionsearchreunion.org.uk) has information which is regularly updated on services for descendants of adopted people:

[www.adoptionsearchreunion.org.uk/NR/rdonlyres/8CCDA125-7722-4452-BAB3-6CD9205BC987/64/ASR\\_QandA\\_for\\_descendants\\_of\\_adopted\\_people.pdf](http://www.adoptionsearchreunion.org.uk/NR/rdonlyres/8CCDA125-7722-4452-BAB3-6CD9205BC987/64/ASR_QandA_for_descendants_of_adopted_people.pdf)

We attach an Enquiry Form for you to complete and return to us with photocopies of the requested identity documents.

## Initial Enquiry Form for Descendants of Adopted People

Return to: Making Connections, Barnardo's, 140 Balaam Street, London, E13 8RD.

Tel: 020 8552 1004

**Please complete this form in BLOCK CAPITALS**

<b>1. Your Details</b>	<input type="checkbox"/> Ms <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Other
	Your Name: _____ _____
	Your Address: _____ _____ _____ _____
	Telephone Number: _____
	Can we leave messages on this number? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Mobile Number: _____
	Can we leave messages on this number? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Email Address: _____ (Please be aware we may send sensitive/personal data to any email address provided)

<b>2. Details of Adopted Person</b>	Name of the adopted person you are enquiring about: _____
	Birth name of the adopted person (if known): _____
	What is your relationship to the adopted person?                                      I am her/his _____ <b>(Please attach copies of documents for proof e.g. your birth certificate)</b>
	Date of their birth: _____
	Is the person alive? <input type="checkbox"/> Yes <input type="checkbox"/> No <b>(If yes, please complete section 3)</b>
	If deceased please give their date of death : _____ <b>(Please attach a copy of their death certificate)</b>

<b>3. Details of living adopted person</b>	<b>If the adopted person you are enquiring about is still alive please consider and complete the following:</b>
	Are they aware they can get their own information? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
	Is the adopted person unable to ask for a service due to ill health? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
	Is the adopted person aware of your enquiry? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Has the adopted person given their consent for you to make this enquiry? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Are their whereabouts known to you? <input type="checkbox"/> Yes <input type="checkbox"/> No
	If known, please provide the adopted person's full contact details to enable us to consult with them once we have spoken to you: Name: _____ Address: _____ _____ _____ Phone number: _____

<b>4. Evidence of Identity</b>	<b>We take your privacy seriously. Consequently, we need to request identification from you before we can undertake a search of our records.</b>
	I have enclosed: <input type="checkbox"/> a copy of my photo driving licence. <input type="checkbox"/> a copy of my passport <b>and</b> a utility bill (dated within the last 3 months). <input type="checkbox"/> a copy of my freedom pass, bus pass, work ID, or other photo ID <b>and</b> a utility bill (dated within the last 3 months). <input type="checkbox"/> I cannot provide the above. Please contact me.

**Please continue overleaf**

5. Additional Details

**Please tell us what you already know about your relative's adoption e.g. name of birth parents, siblings and any other information that you have:**

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**Is there any specific information you hope to find?**

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**Do you hope to trace relatives as a result of this enquiry?**       Yes       No

**Signature:** \_\_\_\_\_

**Dated:** \_\_\_\_\_