

CHINA

Procedures for applicants wishing to adopt a child from China are as follows:

PROCEDURES IN THE UK

1. You should contact your adoption agency to discuss your wish to adopt a child from China and to request a home study assessment. This is explained in the sheet headed 'The Intercountry Adoption Procedure'. An adoption agency can be either a local social services authority or an approved voluntary adoption society.
2. If you are approved to adopt a child from China, your home study assessment report, medical reports, police checks and references will be sent to the Department of Health. If you live in Scotland, Wales or Northern Ireland, your papers will be sent to the Scottish Executive, National Assembly for Wales or Dept of Health Social Services & Public Safety.
3. Once the Department of Health is content with the adoption agency's recommendation, a Certificate of Eligibility to Adopt will be issued, signed by a senior Department of Health official, and attached to your home study assessment report. The Chinese authorities will not accept an adoption application without this certificate. You will be asked to send to the Department of Health the name and address of your Notary Public and the appropriate fees for the legalisation of your documents. The Department of Health will also ask you to raise two International Money Orders for the service and translation fees set by the China Center of Adoption Affairs (CCAA). The fees are set out below. Please do not have your supporting documents listed in Appendix A notarised until you are requested to do so by the Department of Health.
4. The Department of Health will arrange for the Certificate of Eligibility to Adopt, home study report, police checks and medical reports to be notarised and then for all the documents to be legalised by the Foreign and Commonwealth Office and the Embassy of the People's Republic of China. Your notary public will invoice you direct for notarising the documents sent by the Department of Health.
5. Once the papers have been legalised, the Department of Health will forward them together with the service and translation fees to the CCAA in Beijing by courier.

PROCEDURES IN CHINA

6. The CCAA will arrange for the documents to be translated by the Bridge of Love Adoption Service before they can consider your application under the adoption laws of China. If you are eligible, the CCAA will approve the application and will identify a child. Currently the CCAA are taking eleven months to process applications. However, the processing time does vary. During this time, if you have any queries concerning your application please contact the Department of Health who will liaise with the CCAA.
7. Once the CCAA identifies a child for you, a photocopy of the child's medical report together with a photograph of the child will be sent to the Department of Health who will forward them to you by guaranteed next day delivery. Most photographs are in colour and show the child's head and shoulders. The Department of Health will notify your adoption agency of the child's referral.
8. The medical report may be written in Chinese and you may need to arrange for it to be translated. Once it has been translated you should discuss its content with your GP and social worker. If you decide to

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accept the child, you should complete and sign the acceptance form and return it to the Department of Health who will forward it to the CCAA by courier; faxed copies are not acceptable to the CCAA.

9. If you feel unable to accept the child, you should give full reasons and state if you wish to have another child identified for you. You should return all the documents to the Department of Health who will forward to the CCAA. They will consider your reasons and wherever possible will identify another child.
10. You must not travel to China until you have received your official invitation to travel. The CCAA will send to the Department of Health the invitation to travel approximately 6 weeks after they have received your acceptance letter. The Department of Health will forward the invitation to travel to you, by guaranteed next day delivery.
11. The invitation will be written in Chinese and will need to be translated. It will not tell you when to travel but where you must go in China. The invitation is valid for three months allowing you plenty of time to make travel arrangements. The Department of Health expects married couples to travel to China together to complete the adoption.
12. A copy of the invitation to travel should be presented to the Chinese Embassy when applying for your visa. You are advised to contact the Chinese Embassy for information on the process. You must not travel to China on a tourist visa. If you do you may experience problems when trying to leave China with the child.
13. You will need to take the original invitation to travel with you to China to present to the Chinese Authorities. You may find it helpful to take at least four copies with you in case officials need to retain a copy. You should also take with you a recent passport sized photograph, as the Chinese Authorities will require this.
14. There are a number of travel companies approved by the China National Tourist Administration, which you can use. The Department of Health has listed below those companies we are aware of, but the Department is in no position to recommend a particular company. You are advised to contact the China National Tourist Administration for information on other approved companies and to shop around to find the company which can best meet your needs.
15. The travel companies can handle everything from arranging flights to providing English speaking guides to help you through the process; they will also advise you if the province has other requirements that are specific to them. You are likely to be in China for about 10 days.
16. The Department of Health will not be able to pass on any information about other people travelling to China to complete the adoption process.
17. Before you travel to China you may wish to check with your travel company and the British Embassy about any problems in the areas you will be visiting and the weather conditions. The Foreign & Commonwealth Office has a website which has useful travel information and a page on BBC2 Ceefax under Travel Section. When packing, you should also think about what you need to take with you for your child.
18. The Department of Health understands that it is usual for you to meet the child a day or two after your

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arrival in China. The child may be brought to meet you either in your hotel or at the registration office of the provincial Civil Affairs Department. You will need to register your intention to adopt the child and may be asked to complete some forms and questioned on your personal information and why you wish to adopt. The child and the Director of the Orphanage will be present. An adoption agreement between the orphanage and the family should be made. You will also be asked to make the required donation to the orphanage.

19. On the same day you, your child and the Director of the Orphanage will visit a provincial notary to formalise the adoption. The adoption documents will be issued and you may be questioned again about why you wish to adopt, why you have chosen China, whether you are happy with the child and what future plans you have. It is possible that you will be asked to put your explanation in writing, therefore you may find it helpful to have notes prepared in advance to assist you in your task. You will also be asked to vow that you will never abandon nor abuse the child and take good care of her/him. The adoption documents - child's birth certificate, abandonment certificate, health and adoption decrees will be ready for collection in 2-3 days.
20. If the orphanage has not already applied for the child's Chinese passport, you will need to apply for it at the provincial public security department. It will be ready in 3-5 days. Your travel company will assist you in all your dealings with the Chinese authorities.
21. You are advised to ask for receipts for all payments. Please advise the Department of Health if you are asked to pay more than you had originally been quoted.

ENTRY CLEARANCE

22. After you have completed the adoption process in China, you will need to obtain a settlement visa for your child to come to the UK.
23. The visa can be obtained from the British Embassy in Beijing or if the child lives within the Shanghai, Zhejiang or Jiangsu provinces the visa can be obtained from the British Consulate in Shanghai. If the child lives within the Guanxi, Guangdong or Fujian provinces the visa can be obtained from the British Consulate in Guangzhou. The Home Office Leaflet "Intercountry Adoption" explains how to obtain the visa.
24. The British Embassy in Beijing requires that you book an appointment to apply for a settlement visa for your adopted child. All appointments should be booked 7-8 working days in advance. You may book by either emailing Jane Chapman or telephoning the booking service. You will find the email address and the booking telephone number below in the Useful Addresses section, Beijing Visa Booking Service.
25. Please remember when contacting Beijing that the time difference between the UK and Beijing is +8 hours, ie midday UK is 8pm in Beijing. In the summer time the time difference is +7 hours.
26. The documents the British Embassy will need to see are: your passport, documents verifying your financial situation and accommodation in the UK, your child's passport and adoption documents. Please refer to the Home Office Intercountry Adoption leaflet for full details. You will be required to pay the entry clearance fee when you apply for the visa on behalf of your child.

POST PLACEMENT REPORTS

27. Two post placement reports on your adopted child will need to be produced. The first report should be completed within six months of the completion of the adoption order in China and the second report within six months of the first report. In the event that the adopted child has not been granted nationality within one year, you must continue to submit post placement reports every six months until nationality has been granted. Full details of the requirements are set out in Appendix E.

IMPORTANT NOTES

28. To adopt a child from China you will have to comply with both UK and Chinese Adoption Law.

UK LAW

29. Under UK law people who wish to adopt may be single, male or female or married. In the case of a married couple, the application must be made jointly. Where a couple are not married but are living together, only one of them may apply to adopt.
30. If either you or, in the case of a married couple, your spouse or any adult member of your household has been convicted of certain specified offences, the adoption agency cannot accept an adoption application from you. See regulation 8A(2) and Schedule 2 of the Adoption Agencies Regulations 1983 as amended by The Children (Protection from Offenders) (Miscellaneous Amendments) Regulations 1997.
31. You must be 21 years of age before you are able to apply to adopt.
32. On 5 April 1993 the People's Republic of China was included on the list of designated countries whose adoption orders are recognised in the UK (Adoption (Designation of Overseas Adoptions) Order 1973). This means you will not need to adopt your child again in the UK but your child will not have British citizenship. Information on obtaining British citizenship may be found in the Home Office Leaflet "Inter-country Adoption".

CHINESE LAW

33. Both single and married applicants must be over 30 years old.
34. The CCAA will give priority to applicants aged 30-45 years of age. Applicants aged 50-55 years will be assigned children aged 3 years and above. Applications from adopters aged over 55 years old will not be accepted. In the case of married couples that have an age difference, the CCAA will most likely consider the younger applicants age, though each applications will be considered on its own merit. Exemption will be given to relative adoptions. As of 1 August 2001.
35. Priority will be given to applicants who are childless or only have 1-2 children. Applications from applicants who have 5 or more children will not be considered. As of 1 August 2001.
36. Applications from disabled applicants will be accepted if the homestudy can demonstrate that the applicant is capable of looking after themselves and have the ability to raise and educate a child. As of 1 August 2001.

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37. Applications may be made to adopt a healthy child or a child with a medical problem, which is normally minor and correctable, or a special needs child. The CCAA have stated that as of 1 August 2001 applicants who are willing to adopt a child with a medical/special need or a child over 3 years old, may request that their application be expedited. Applicants of Chinese origin may also ask for their application to be expedited. Applicants who qualify for an expedited referral should state this in their Letter of Application to the CCAA.
38. Restriction that adopters shall be childless and may only adopt one child do not apply to those applicants who wish to adopt a child who is in the care of the social welfare institute, such as an orphan or an abandoned or handicapped child. Applicants may therefore apply to adopt twins or siblings. Applicants who wish to adopt a second Chinese child, may do so only one year after the first adoption. As of 1 August 2001.
39. The CCAA will not accept applications from applicants who have been subject to criminal punishment. However, if an applicant has been convicted of a minor offence and has shown repentance and not committed further offences, the CCAA will be willing to consider the application. As of 1 August 2001.
40. Medical: All applicants are required to submit a separate Certificate of General Physical Examination, please see Appendix D. As part of the examination you will need to undergo tests for Hepatitis B, Liver Function, Full Blood Count and HIV (please see information about HIV tests below). An additional report from the GP/Consultant is required if the applicant has suffered a serious illness or had an operation. The report must give full details including dates of treatment/operation, whether further treatment is required and whether the condition would have an effect on the applicant's suitability for adoption. If the GP's handwriting is illegible, the CCAA will consider the certificate void. Applicants who do not have the required tests (eg HIV) taken through their GP must submit the test results separately.
41. Guardianship: All applicants must appoint a guardian, in the event that they encounter an accident or premature death. The social worker preparing the homestudy report should interview the guardian to determine whether the guardian understands and is willing to accept the legal responsibilities of guardianship (if it is not possible to interview the Guardian, the reasons should be clearly stated e.g. because the Guardian lives far away/abroad). The social worker should provide a short pen picture of the guardian in the homestudy including their age, profession, marital status, number of children they have, health and financial situation. The CCAA does not require detailed information on the health and financial situation of the guardian; a general statement that the guardian is in general good health and is financially secure will suffice. The guardian must submit a statement in writing giving his/her consent to the guardianship of the adopted child. An example of a declaration by the proposed guardian is attached at Appendix B.
42. If a single applicant lives with someone of the opposite sex - the social worker preparing the home study report shall take into consideration the nature of the relationship. The homestudy assessment must include the attitude of the friend/partner towards the adoption and their intended involvement in the upbringing of the adopted child. Medical and police reports will also be required for the friend/partner.
43. Applications from professed homosexuals are not accepted by the CCAA. If a single applicant lives with someone of the same sex - the social worker preparing the home study report shall make a reasonable, true and responsible assessment of the relationship. The homestudy must state that to the best of the social worker's knowledge that neither the applicant nor the friend is homosexual.

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44. Time limit on the validity of documents. The Certificate of General Physical Examination and Police report is valid for 1 year from the date of completion to the date received and registered by the CCAA. All other documents are valid for 1 year from the date of notarisation to the date received and registered by the CCAA.
45. An adopted child may adopt the adoptive father's surname or the adoptive mother's, and may also retain their original surname.
46. Chinese adoption law allows for an adoption order to be revoked by agreement between the adopter and the child's former guardian (Social Welfare Organisation).
47. Please refer to China as "China" or "The People's Republic of China" - it is not acceptable to the Chinese authorities for their country to be described as "The Republic of China".

HIV tests

48. Tests for HIV can be taken through your GP or NHS sexual health or genito urinary medicine (GUM) clinics. However some GPs may not provide this service. Most GPs and GUM clinics will charge for HIV tests, which they classify as a 'non-medical' need. There are regional variations on fees but a charge of £10 is fairly typical. You may also be charged for the production of the HIV test result certificate/letter.
49. A negative HIV test should not affect insurance. Since December 2000 insurers are required to use a new standardised form for GP reports, which does not ask any questions about HIV/AIDS. The accompanying notes makes it clear to doctors that they should disclose a positive result on the relevant question on investigations, but that insurers have no interest in any other information relating to tests.
50. If the test is taken through a GP the result is normally entered in the patient record and this cannot be removed. However, the result of a test carried out at a GUM clinic will remain confidential, and the person's GP would not be notified of the test result unless permission is given. If you arrange for a test through a GUM clinic, you will automatically receive pre-test counselling. Details of GUM clinics can be found in the phone book under GUM or sexually transmitted diseases (STD) listed under local hospitals or, by calling the National AIDS helpline Tel: 0800 567 123 (free call).
51. The test for HIV, including pre-test and post-test discussion is also available on a confidential basis through the private sector. We do not have any information on costs, and charges may vary from clinic to clinic.

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Fees in the UK

Home study assessment	Fees vary. Can be up to £3,500.
Legalisation by the Foreign & Commonwealth Office	£12.00 Cheques made payable to the Foreign & Commonwealth Office
Legalisation by the Chinese Embassy	£80.00 (as of 6 April 2000) Postal orders made payable to the Embassy of the People's Republic of China.

Other costs you will have to meet are for the notarisation of your documents; translating the child's medical report and the invitation to travel; your visa to travel to China; flights to and from China; accommodation while you are in China; and Chinese travel company fee.

Fees in China

China Center of Adoption Affairs Service Fee	US\$365 International Money Order*
Bridge of Love Adoption Service Translation Fee	US\$400 International Money Order*
Donation to child's orphanage	US\$3000
Registration Fee	US\$100-200
Notarisation Fee	US\$250
Passport Fee for the child	US\$100-200
Visa for the child (subject to changes in the exchange rate)	£240 payable in Renminnbi

All fees are subject to change. The China Center of Adoption Affairs Service fee and the Translation fee should be sent to this Department and will be attached to your application when sending to the CCAA. All other fees are paid in China. You are advised to confirm the fees to be paid in China with your travel company before you travel.

*International Money Order is also known as an International Bankers Draft or Foreign Draft.

USEFUL ADDRESSES

Department of Health adoption website:	www.doh.gov.uk/adoption
CCAA Website:	www.china-ccaa.org
The Department of Health	The Adoption Unit, Room 122 Wellington House, 133-155 Waterloo Road, London SE1 8UG. Tel: 020 7972 4014. Fax: 020 7972 4179. Email: dhmail@doh.gsi.gov.uk
Scottish Executive	Children & Young People's Group, Young People and Looked After Children, Area 2B-S, Victoria Quay, Edinburgh, EH6 6QQ. Tel: 0131 244 5480/5443. Fax 0131 244 3547
The National Assembly for Wales	Children & Families Division, Cathays Park, Cardiff, CF10 3NQ. Tel: 029 2082 3676 Fax:029 2082 3142 Email: Vivian.Martin@wales.gsi.gov.uk
Northern Ireland Department of Health, Social Services & Public Safety	508a Dundonald House, Stoumont, Belfast BT4 3SF. Tel: 028 9052 4388. Fax: 028 9052 4196
Foreign & Commonwealth Office's web site	http://www.fco.gov.uk/legalisation
Chinese Embassy/Consulate: London	31 Portland Place, London, W1N 3AG. Tel: 020 7631 1430. Fax: 020 7436 9178. (Telephone calls are only answered between 2-4pm.) Nearest underground station - Oxford Circus on the Victoria line.
Manchester	Denison House, Denison Road, Rusholme, Manchester, M14 5RX. Tel: 0161 248 9304.
Edinburgh	43 Station Road, Corstorphine, Edinburgh, EH12 7AF. Tel: 0131 334 8501 Fax: 0131 334 6954.
British Embassy/Consulate: Beijing Consular and Visa Section	Floor 21, North Tower, The Kerry Centre, 1 Guang Hua Lu, Chao Yang District, Beijing 100020. Tel 00 8610 8529 6600 Fax 00 8610 8529 6080. Email: visamail@peking.mail.fco.gov.uk
Beijing Visa Booking Service	Email: jane.chapman@peking.mail.fco.gov.uk Tel: 00 8610 8529 6077 or 00 8610 8529 6600 ext 3389. Fax: 00 8610 8529 6080.

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Shanghai	Suite 301, Shanghai Centre, 1376 Nanjing Xi Lu, Shanghai 200040. Tel: 00 8621 6279 8130 Fax: 00 8621 6279 8254. Email: visa@shanghai.mail.fco.gov.uk
Guangzhou	Guangdong International Hotel, 339 Huanshi Dong Lu, Guangzhou 510098. Tel: 00 8620 8335 1354 Fax: 00 8620 8333 6485. Email: VisaGuangzhou@guangzhou.mail.fco.gov.uk
Travel Companies	
China National Tourism Administration	9A Jiannei Dajie, Beijing 100740, China. Fax: 0086 10 6512 2096
Bridge of Love Adoption Service (BLAS)	4th Floor, Zhongmin Building, No.7 Baiguang Road, Xuanwu District, Beijing, China. Tel: 00 8610 63575790 Fax: 00 8610 63575791 E-mail: blas@China-ccaa.org Website: www.china-ccaa.org
China Women Travel Service	Mrs Li, 103 Dong Si Nan Da Jie, Beijing 100010, China. Tel: 00 8610 6523 0804 and 00 8610 6525 4272; Fax 00 8610 6512 9021
Mao Fa International Travel Service	Mrs Gu Wanyu, 23 Nan He Yan Street, Beijing, China. Tel: 00 8610 65257631; Fax: 00 8610 6526 9431. Email: qcfan@public3.bta.net.cn
China Supreme Harmony Travel Service	Ms Jeanne Zheng, Tel: 00 8610 6501 3366; Fax 00 8610 6502 6353. Email: genius@public.bta.net.cn

SUPPORTING DOCUMENTS

1. Adoption application letter addressed to the China Center of Adoption Affairs which you, and in the case of a married couple, your spouse, must write and sign the application. The application should include the following information for each applicant:
 - a. your name, date of birth, place of birth and nationality;
 - b. why you want to adopt a child and why particularly from China; as well as any requests or requirements regarding the child to be adopted.
 - c. your promise:
 - i. not to abandon or abuse the adopted child,
 - ii. that the adopted child will enjoy the same rights as, if appropriate, your biological child/ren,
 - iii. to raise and educate the adopted child and provide medical care.
2. Copy of birth certificate for each applicant.
3. Copy of your marriage certificate, if applicable.
4. Copy of your decree absolute if you have been divorced.
5. Copy of death certificate of your spouse, if applicable. This will be required even if you have remarried.
6. If you are a single applicant you must submit a statement attesting to single status and confirming that you are not homosexual.
7. Declaration by the appointed guardian consenting to be the guardian of the adopted child (see Appendix B).
8. Certificate of profession and income for each applicant:
 - employed applicants must submit a letter from their employers or employment agency stating their position in the organisation, the terms of employment, annual salary and the prospect of continuous employment;
 - self-employed applicants must submit a letter from their accountant stating their profession and income. If the applicant is a self-employed accountant, another certified accountant must issue the letter;
 - unemployed applicants must submit a statement describing the source for their present means of subsistence and whether they have any plans for employment;
 - retired applicants must submit a statement including details of the date of retirement and annual income before and after retirement.
9. Financial statement - see Appendix C. The annual income stated should be identical with that of the certificate of profession and income. If there is a discrepancy, an explanation is required.

- 10 Certificate of General Physical Examination (valid for 1 year) - see Appendix D. The GP's handwriting on the form must be legible.

If the applicant has suffered a serious illness or had an operation an additional report from the consultant/GP is required. The report must give full details including dates of treatment/operation, whether further treatment is required and whether the condition would have an effect on the applicant's suitability for adoption.

- 11 Copy of the page of your passport containing relevant personal details.
- 12 Two passport size photographs of each applicant and six photographs reflecting your family's life. These may include immediate family and friends, the inside and outside of your accommodation. You are advised to explain the content of the photograph on the back.

Documents provided by your social services department and the Department of Health

- 13 Home study assessment report.
- 14 Medical report for each applicant
- 15 Police report on each applicant (valid for 1 year).
- The original police check is required signed by a competent police official.
 - Additional police checks will be required if you have lived/worked overseas for over a year, during the last 5 years. If your SSD is unable to obtain an overseas police check, you will need to provide an affidavit confirming that you have not committed any crimes during your stay in that country.
- 16 Certificate of Eligibility to Adopt.

All the above documents will need to be notarised with the exception of documents no. 11-12. Please do not have your supporting documents notarised until you have been asked to do so by the Department of Health.

Appendix B

**DECLARATION BY PROPOSED GUARDIAN IN RESPECT OF
AN APPLICATION TO ADOPT A CHILD FROM CHINA**

Name of applicant(s):

Address:
.....
.....

I confirm that the above-named applicants have approached me with regard to the possibility of being nominated as testamentary guardian for the child they hope to adopt from China.

I confirm that I fully support their adoption application, that I understand the role of a testamentary guardian, and am willing to accept this responsibility.

Signed:

Name in full:
.....

Address:
.....
.....

Date:

**CERTIFICATE OF GENERAL PHYSICAL EXAMINATION FOR
ADOPTION APPLICANT****TO EXAMINING PHYSICIAN:**

Your medical report is of paramount importance to the China Center of Adoption Affairs in its examination of the adoption qualification of the adopters. You are kindly requested to fill in all the blanks. Thank you for your cooperation.

Applicants Names: DOB:

Address:.....

...

MEDICAL HISTORY:

Has the applicant ever had-

Tuberculosis	No/Yes
Tumour	No/Yes
Heart disease	No/Yes
Liver disease	No/Yes
Sexual disease	No/Yes
Neuropathy	No/Yes
Mental disease	No/Yes
Other Communicable disease	No/Yes
Alcoholism or abuse of substance	No/Yes
Any genetic disease	No/Yes
Any operation	No/Yes

PHYSICAL EXAMINATION:

Height:m Weight:kg Blood Pressure:

Vision: L R

Hearing: L Normal/Abnormal R Normal/Abnormal

Heart: Normal/Abnormal Liver: Normal/Abnormal

Lung: Normal/Abnormal Lymph: Normal/Abnormal

Thyroid: Normal/Abnormal Nerve system: Normal/Abnormal

Blood test (date of test):

Routine blood test (Full Blood Count): Normal/Abnormal

HbsAg: Negative /Positive

Liver Function: Normal/Abnormal

Urinalysis (date of test):

Routine Urine test (Albumin/Sugar/Blood): Normal/Abnormal

HIV test (date of test): Negative /Positive

Is the patient taking any medication? For what purpose?.....

PHYSICAL TEST RESULT:

Is there any physical, mental or psychological unfavourable elements of the adoption applicants, which will effect the upbringing of the child? Is the adoption applicant's state of health suitable for raising a child?

Signed:

Date:

Address:

Notes:

1. *If the applicant has suffered a serious illness or had an operation an additional report from the consultant/GP is required. The report must give full details including dates of treatment/operation, whether further treatment is required and whether the condition would have an effect on the applicant's suitability for adoption.*

2. *If the handwriting is illegible, this form will be considered void.*

POST PLACEMENT REPORTS

The Chinese Center of Adoption Affairs requires adopters to complete two post placement reports on their adopted child. The first report should be completed within six months of the completion of the adoption order in China and the second report within six months of the first report. In the event that the adopted child has not been granted nationality within one year, you must continue to submit post placement reports every six months until nationality has been granted. The report should include:

- a. The name of the adopted child. This includes the original Chinese name and the present name if different;
- b. The child's date of birth;
- c. The name of the welfare institute in China which placed the child for adoption;
- d. The health status of the child at the time of the adoption;
- e. Your name and address;
- f. The name of the local authority or approved adoption agency which recommended you as an adopter;
- g. The date you arrived in China to complete the adoption process and the document number of the "Notice to Travel to China for Adoption";
- h. The latest information on the child. This should include:
 - the child's health status and what, if any, medical treatment the child has received in the UK;
 - intellectual development;
 - how the child is settling and adapting to the family and community;
 - whether the child is attending an educational establishment, e.g. play group or school;
 - whether an application for British Citizenship has been applied for/granted.
- i. Two or more recent photographs of the child. Audio and videotapes may also be included;

The post placement reports must be translated into Chinese, as the CCAA will not accept it without a translation.

Both the English and Chinese version of the post placement report should be sent to the Department of Health who will forward them to the CCAA.
