



The Acorns-Innovative Solutions-Positive Outcomes”

STATEMENT OF PURPOSE

**Baydale House
Coniscliffe Road
Darlington
DL3 8AQ
Tel: 01325 243661**



**Registered Manager: Michael Craig Cowans
Email: CCowans@acorncare.org.uk
URN SC390751**

**First Issued: March 2009
Revised Date: 23rd May 2023**

www.acorncare.org.uk

CONTENTS

INTRODUCTION	Page 4
Quality and Purpose of Care	
1. Statement of Needs	Page 5
2a. Ethos and Values of the Home	Page 5
2b. Outcomes for Young People	Page 6
3. Accommodation	Page 7
4. Location	Page 8
5. Supporting Religious Beliefs and Culture	Page 8
6. Complaints Procedure	Page 8-9
7. Arrangements for Safeguarding, Bullying and Missing Young People	Page 10-11
Views, Wishes and Feelings	
8. Consultation with Young People	Page 12
9a. Anti-discriminatory Policy, Promotion of Equal Opportunities	Page 12
9b. Rights and Responsibilities	Page 12-14
Education	
10. Supporting Special Educational Needs	Page 14
11. If the Home is registered as a School	Page 14
12. Arrangements and Promotion of Education	Page 14
Enjoyment and achievement	
13. Promotion of Leisure	Page 15
Health	
14a. Details of therapeutic techniques used and how supervised and monitored	Page 15
14b. Information on effectiveness of the approach and the evidence to demonstrate	Page 16
Positive Relationships	
15. Contact Arrangements with Family, Friends and Significant Others	Page 17
Protection of Children	
16. Electronic and other Surveillance Techniques	Page 17
17a. Baydale House Approach to Physical Intervention (Control and Restraint)	Page 17
17b. Training and Competency in the use of Physical Intervention (Control and Restraint)	Page 18

Leadership and Management

18a. Contact Details	Page 18
18b. Responsible Individual	Page 18
18c. Registered Manager	Page 18
19. The Staff Team and their qualifications and experience	Page 19
20. Staffing Structure	Page 19-29
21. Staffing Mix	Page 29
22. Supervisions and Appraisals	Page 29-30

Care Planning

23. Admission/ Care planning (Inc. Emergency admission).	Page 31
--	---------

INTRODUCTION

This **Statement of Purpose** is written in accordance with the regulatory requirements of the Children Act 1989, the Children's Home Regulations (England) 2015 and the Care Standards Act 2000 (updated 2014).

Reference is also made within the statement to a series of Acorn Care policy documents, which can be read in conjunction with this statement. These are all available in full at Baydale House Children's Home.

A copy of this statement of purpose is provided to the HMCI/Ofsted and is also available upon request for inspection by: -

- Each person who works at Baydale House Children's Home.

- Each child provided with accommodation at Baydale House Children's Home or a child that is being considered to reside within the home.

- All parents (or persons with parental responsibility) of any child provided with accommodation at Baydale House Children's Home.

- The placing Authority or Agency of any child provided with accommodation at Baydale House Children's Home.

Quality and Purpose of Care

1. Statement of Needs

Baydale House provides care and accommodation for up to 5 young people with no gender restrictions, Baydale House may also admit children and young people on an emergency basis that may be in a crisis; wherever possible all admissions will be managed in a way to minimise the anxiety to the child/young person being admitted, and for the young people already in placement at Baydale House at that time.

2a. Ethos and Values of the Home

The Staff Team work to ensure that the following ethos and values are an integral part of life at Baydale House:

- The young person's welfare and needs are at the centre of their care, providing a happy, safe, and healthy environment to enable them to develop, thrive and reach their full potential.
- Treat each child / young person with Dignity and Respect.
- Young people will feel nurtured and valued. Each child will be treated as an individual and will benefit from a supportive and homely environment to enable them to express and build upon their talents, strengths, and capabilities, with a wide range of opportunities to develop life skills, learning, and to build on their aspirations for the future.
The staff teams work with the child or young person, social workers, parents, and carers to help achieve this.
- Children and young people are entitled to grow up in a caring environment that can meet their developmental needs, as well as nurturing and supporting their emotional and physical wellbeing. This is paramount to our service delivery at Baydale House.
- Every young person should have their wishes and feelings listened to and considered. They are always encouraged to have a voice. Children and young people at Baydale are encouraged to attend their own children's meetings, engage in their reviews, and meet with their independent reviewing officer, and to speak to the staff team at any time without judgement.
- Each young person should be valued and respected as an individual and given personalised support in line with their individual needs and background to develop their identity, self-confidence and self-worth.
- The young people are supported with the opportunity to maintain or build relationships with birth parents and their extended family in accordance with their care plans. They are also encouraged and supported to build and sustain relationships with family, friends, and the wider community.

2b OUTCOMES for Young People

- ◆ **Increased Stability in Placement** - Baydale House staff pride themselves on working closely with the young person, the placing authority, and all professionals involved in the young person's care to support their placement and prevent it breaking down.
- ◆ **Reduction in Behavioural Concerns** – Any significant change in our young people's individual behaviour is recorded. Staff monitor and track any patterns, and work with the young people on developing coping strategies and techniques to reduce the concerns around support behaviour. Children and young people all have individual behaviour support plans, and staff work closely with Consultant Clinical Psychologist Dr Nikki Hill, the social worker, parents and carers, and the child/young person to ensure this is a working plan which is achievable and meets their individual needs.
- ◆ **Continual Improvement with Family Contact** – Staff at Baydale work hard to promote all contact, as agreed in the Care Plan. Staff liaise with identified family members ensuring that we are consistent, informative, and supportive, we can support in supervised contact where necessary however this does need to be prearranged and dependant on availability of staff.
- ◆ **To reduce episodes of young people going missing from home** – We work in partnership with the local police and the Erase team to help the young people understand the risks associated with being missing from home. We empower the young people to make the safer choice and where possible will identify triggers and possible coping strategies to prevent missing episodes. If young people continue to go missing from the home, staff will follow guidance from the young person's individual risk assessment. Staff will use all resources available to them to locate the whereabouts of the young person or convince them to return home. When the young person returns, they will have a key-worker session and be offered food and drink, and medical assistance if needed.
- ◆ **Improvement in social inclusion** – Baydale House will encourage and support any young person to attend groups, clubs, youth centres and activities whereby the young people can positively interact with others. Activities such as going shopping, going out for meals, or taking part in sport and leisure activities alongside staff or friends, supporting and enhancing their social skills, interaction with peers and others and encouraging positive appropriate relationships.
- ◆ **Promote and improve educational attendance and attainment** – At Baydale House we believe that education is the key to better outcomes for young people. We support young people in attending appropriate education or vocational placements and link closely with their education providers. Staff will always attend parent's evenings or other school meetings and we offer support with homework. Attendance is encouraged by ensuring that young people are ready in time and have all necessary equipment / kit. Attendance at school or college is also one of the key elements of the Baydale motivation and rewards scheme through which our young people earn additional rewards through educational achievements.

Baydale House understands the importance of education in a child or young person's life and will support any young person wishing to maintain their current education facility or school. For those with no provision in place, we will advocate and challenge local authorities to ensure the child or young person's legislative requirements are being met.

Aims and Objectives

- The overall aim of Baydale is to provide a safe, structured, and nurturing environment with a caring and homely atmosphere that is free from prejudices, and which offers the young people the opportunity to be listened to, express their wishes, needs and feelings.
- Working with each young person, we attempt to improve their self-image by creating and making best use of safe opportunities for them to learn, develop and realise appropriate levels of self-determination. We will respond to a young person's individualism by treating them with dignity and respect and reinforcing their positive behaviour.
- We maintain and support young people in promoting and developing their health, education, and emotional needs in order that they can develop to their full potential. We embrace the individuality of all our children and young people at Baydale, and with this, will support and take any steps necessary to ensure cultural, linguistic, and religious needs are fully met, respected, and promoted within the home.
- We aim to work in partnership with young people and all other significant and relevant people to achieve the best possible outcomes for the young people accommodated within the home.

3. Accommodation

Baydale House was built as a residential property, and it continues to maintain a homely, domestic, and caring environment within a residential care context. With a therapeutic and nurturing approach to supporting individuals, whilst promoting positive values alongside a wide range of activities, Baydale provides a tranquil environment for all young people 'looked after' within the home.

There is a television room with Smart TV, DVD player, computer, various other recreational equipment, books, magazines, daily newspaper, and games available for young people's use. Outings and other activities are arranged on a regular basis, including swimming, ten-pin bowling, snooker, football, and ice-skating. Young people may use their weekly pocket money towards further activities. Young people are encouraged to join local clubs, sports groups and maintain links and friendships with other young people in the community. If a young person moves into Baydale and they already take part in an activity or hobby, we will support them to continue.

All young people's bedrooms are decorated and furnished to a high standard and all bedrooms are very spacious and well equipped. Large communal rooms are located on the ground floor for recreational activities, meals, etc. There are two family bathrooms and a downstairs w/c. Each young person has a large bedroom, which is lockable, and is given his or her own key. Young people are encouraged to have personal possessions and to take pride in their home. Portable LCD TV's with built in DVD player and Firestick are in all young people's bedrooms.

3a. Baydale House has very few adaptations within the home, trying to maintain original features and remain as homely as possible. All communal areas, offices, bedrooms, and landings have been installed with fire safety equipment; emergency exit lighting has been fitted throughout the home along with smoke and heat detectors throughout.

3b. Baydale House can accommodate up to five young people, with no gender restrictions.

3c. The first floor consists of three large bedrooms for young people, an office/sleepover room for staff, and a spacious family bathroom. The top floor also has two generous sized double bedrooms for young people, and a second family bathroom.

4. Location

Baydale is in the popular West End of Darlington, close to the town and all amenities, including shopping facilities, a cinema, a theatre and the region's number one leisure venue, the Dolphin Centre: a large swimming and sports complex with an extensive range of facilities. Baydale is positioned close to the main bus routes, Baydale is within quarter of a mile of a supermarket, a post office, and a bakery. The house is also within proximity of GP surgeries, dental surgeries, and local schools.

5. Supporting Religious Beliefs and Culture

Each child or young person accommodated here at Baydale will be enabled, so far as practical, to attend services, receive instruction and maintain any dietary requirements or other observances of any religion they wish to follow. Young people will be encouraged to thrive culturally, experiencing, and engaging with their chosen culture and with alternative cultures through film and music, dance and drama, art and food.

6. Complaints Procedure

The staff team supports the needs of young people and their families in their right to make a complaint about any aspect of their care. At Baydale we believe it is important to help young people and their families understand why the complaints procedure exists and how to use it should they ever feel it necessary to do so. We work with young people to empower them to make complaints whenever they feel their needs are not being met. We also strive to ensure that young people who make complaints are not made to feel stigmatised or guilty in any way.

If a young person needs to make a complaint, a member of our team offers help. It is acknowledged, however, that a young person may need help from outside of Baydale House and therefore, young people are helped to involve a children's advocacy service.

The team endorses the view that, whenever possible, complaints should be dealt with informally and we work through issues together. At the same time, however, we acknowledge that if an informal resolution is not possible, the process for making a complaint must allow for an investigation by someone who is not directly involved in the care of the young person concerned.

On admission to the home the young people and their families are given information about the complaint's procedures, complaints forms are available throughout the home, or can be requested at any time and should be returned to:

Registered Manager, Baydale House, Coniscliffe Road, Darlington, DL3 8AQ

If the complaint is against the Homes Manager, then your complaint would be directed to:

Responsible Individual, Acorn Care, Kellaw Road, Darlington DL1 4YA.

All young people and their families are made aware of their right to complain to OFSTED.

Ofsted can be contacted at the following:

Ofsted
Piccadilly Gates
Store Street
Manchester
M1 2WD
03001231231

Or you can complain to the Children's Commissioner at

The Office of Children's Commissioner
Sanctuary Buildings
20 Great Smith Street
London
SW1P 3BT

Or by Telephone

Tel; 0800 528 0731 or 0207 7838330

Email.

info.request@childrenscommissioner.gov.uk

or

advice.team@childrenscommissioner.gov.uk

If you require further information on children's rights, then you can visit the website on www.childrenscommissioner.gov.uk

7. Arrangements for Safeguarding, Bullying and Missing Young People

Safeguarding

One of our main priorities at Baydale House, is to provide a safe and empowering place for young people to live. Safeguarding protection procedures are key to keeping young people safe.

A risk assessment is undertaken with each young person and this is regularly reviewed and monitored as part of the placement planning system. It covers all aspects of behaviour and history that might cause a risk to the young person or others. Each risk assessment contains a risk management plan, to be always followed by staff. Risk assessment and management plans are updated regularly, at statutory reviews and after specific risk events. Risk assessments are shared with placing authority social workers on completion and when reviews and updates take place.

Staff at Baydale are familiar with and adhere to child protection protocol and will be prompt in raising any child protection concern. The manager will be the responsible individual for Child Protection within the home.

Safeguarding and Child Protection is an essential part of the induction training for all staff.

Where child protection issues identify that individual young people are at risk of significant harm, staff will follow different strategies to minimise and reduce risk as well as following the appropriate child protection procedures.

These strategies include:

- ★ Joint working with social workers, parents, CAMHs and other relevant professionals such as drug and alcohol specialists and counselling services.
- ★ Personalised support and attention
- ★ Seeking advice and support from the Acorn Care Designated Safeguarding Officer
- ★ Notification regulation 40 to OFSTED if child protection issues or significant risk events occur.

Should anyone have any concerns regarding a child or young person in Baydale house, you can contact:

The 'Responsible Individual' (as defined under current legislation), on behalf of Acorn Care (UK) Ltd, responsible for the service at Baydale House Children's Home is: -

Responsible Individual
Julie Anne Foxton
C/o 33 Kellaw Road
Darlington
Co Durham
DL1 4YA
01325 466525
jfoxton@acorncare.org.uk

Registered Manager
Michael Craig Cowans
Baydale House

Coniscliffe Road
Darlington
DL3 8AQ

Tel: 01325 243661

Email:

Alternatively

**Darlington Children's Access Point
01325 406222**

**Out of Hours Emergency Duty Team
01642 524552**

If you have concerns about any adults working at Baydale or for Acorn care you can contact

**Development Officer and Designated Officer (LADO) (01325 406451)
Ofsted 08456404040**

Countering Bullying

The staff teams are aware that bullying can be present in residential care and can be detrimental for victims. Bullying behaviour is not tolerated at Baydale. We understand there is a need for constant vigilance and immediate action if it is happening. There is a policy on countering bullying, which is known to children and staff and is effective in practice. The team and young people have a range of literature to help with addressing and preventing a bullying culture from developing. Furthermore, the issue of countering bullying is regularly discussed at team meetings and young people's meetings.

Arrangements when young people go missing

The team at Baydale believes that a young person's safety and welfare is of paramount importance. It is therefore our priority to do everything possible to ensure the safe return of a young person. Young people who go missing without authority are reported to the police and their placing authority in line with our Missing from Home policy, a copy of this is available at any time from the home. The policy requires a young person to be reported missing if they have not returned or made contact at the time agreed between the young person and staff, or pre-arranged through social worker (or otherwise stated in the young person's risk assessment). All appropriate avenues are investigated prior to being reported for example friends and family contacted, local areas and friends visited by staff, once reported missing all relevant people are advised (e.g., family, Emergency Duty Team, Social worker) of unauthorised absence and advised once young person is located and returned to the home.

It is also part of the team's working philosophy that when a young person goes missing, there is a reason for this. The team therefore aims to work with young people to prevent them from going missing in future, we also work closely with The Durham ERASE team and are part of the Police Philomena Protocol.

On returning from a missing episode, a young person's safety and wellbeing is our paramount concern and staff will always check if they need medical assistance and they are offered food and drink on return.

Views, Wishes and Feelings

8. Consultation with Young People

Young people are consistently encouraged and supported to make decisions and choices about their individual lives as well as the way Baydale is run. We aim to consult in ways that are sensitive around any religious, ethnic, cultural, and linguistic needs. Interpreters and/or advocates can be used whenever necessary in consulting with young people. Consultation is encouraged through, for example, key worker time and young people's meetings. The views of young people's families are also considered. Children and young people are supported and encouraged to participate in Ofsted inspections, surveys, and internal and external consultations.

9a Anti-Discriminatory Policy, Promotion of Equal Opportunities

The Staff Team at Baydale works in ways that are consistent with and supportive of the Children Act 1989, Children's Homes Regulations and Quality Standards 2015, Care Standards Act 2000 and the Equality Action 2010.

The Staff Team at Baydale aims to be continually aware of the ways in which certain groups within society are disadvantaged, particularly in relation to age, gender, ethnicity, religion, class, disability, and sexual preference. Staff members challenge inappropriate language or stereotyping by young people. The team model respectful behaviour towards each other and share work and responsibilities in ways that challenge age and gender stereotypes wherever possible.

Dignity, Respect and Equality

We recognise the value of young people, their uniqueness, and personal needs. We are committed to responding to young people with dignity and respect. We aim to ensure that services are accessible. The services provided by staff at Baydale will not judge young people's circumstances or backgrounds and will support and help young people make positive choices in their lives. We will challenge, support, and encourage other people not to discriminate against others on the grounds of age, ethnicity, language, culture, gender, religious beliefs, disability, sexual preference, or sexuality.

9b Rights and Responsibilities

All children and young people living at Baydale House have a right to feel safe. They also have the right to know that their views and feelings are listened to and will be acted on as long as this is consistent with their overall welfare. Staff continually promote and support this daily.

Rights

We have a commitment to young people's rights and adhere to the values of the UN Convention on the Rights of the Child which promotes fair and equal treatment and participation. We aim to meet or exceed all the Children's Homes Regulations and quality standards 2015.

At Baydale the young people have a right:

- ★ To be treated fairly
- ★ To be physically well cared for in relation to, for instance: their health, food and warmth, a clean and safe home
- ★ To have contact with their family.
- ★ To make mistakes and to expect new chances.
- ★ To have their views encouraged and considered.
- ★ To be supported in following any religion they choose.
- ★ To have choices about their own lives wherever possible.
- ★ To read what we write and record about them.
- ★ To receive care which is planned and reviewed regularly.
- ★ To complain if unhappy with the care received or offered.
- ★ To be included in and have access, with the help of staff, to their daily living files and care documents.
- ★ To have their own copies of their placement plan, statutory review and the reports from social workers and care staff, and a safe place to keep them, should they wish.
- ★ To have their own copies of other documents by negotiation.

With rights come responsibilities and therefore the team here at Baydale expect young people:

- ★ To work with us towards identified goals.
- ★ To treat themselves, other young people and staff who reside and work at Baydale with respect.
- ★ To value and look after the physical environment of Baydale House.
- ★ Not to bring into Baydale House any drugs, alcohol, or other items, which may be perceived as physically or psychologically threatening to others.
- ★ Not to hurt, threaten, bully, or frighten anyone at Baydale House.
- ★ To take part in house routines and respect house rules, for instance about bedtimes, use of TV, sharing chores.
- ★ Attend the young people's meetings.

- ★ To take responsibility for any actions, learn and rectify this where at all possible.

The team also expects parents:

- ★ To work with us towards achieving their child's goals.
- ★ To continue to offer care, support, and encouragement to their child.
- ★ To attend meetings about their child's life and support the home and identified workers in ensuring that the child's care remains appropriate.

Education

10. Supporting Special Educational Needs

At Baydale House we may have young people who have educational requirements that affect their ability to learn. For example:

- behavioural/social (e.g., difficulty making friends)
- reading and writing (e.g., dyslexia, other learning needs)
- understanding things
- concentrating (e.g., attention deficit hyperactivity disorder/ ADHD)
- physical needs such as: hearing loss or visual impairment

This may result in them having special educational needs and require an Educational Health Care Plan (EHCP). If our young people have such a Plan, staff will support educational provision and liaise with the SENCO (Special Educational Needs Coordinator), to ensure needs are being met.

11. If the Home is registered as a School

Baydale House is not registered as an education provider; we have developed links with the Local Education Officer for Looked after Children, who is informed when a young person is admitted to the home. If required a meeting will be arranged to share information and risk assessment with the Local Education Officer who will liaise with the placing authority and local schools to source appropriate provision.

12. Arrangements and Promotion of Education

The young people accommodated at Baydale will have a Personal Education Plan (PEP). The young people's needs and aspirations will be recorded within their placement plan if appropriate. We acknowledge the importance of education within young people's lives, and we will work in ways that support and help young people to reach their potential. We acknowledge that continuity within young people's education is of paramount importance, and we will, whenever possible, help young people to continue at the same school, college, or training program. We recognise that the school may have developed an understanding of the issues of an individual young person and therefore may form an important part of the support for an individual young person. A representative from the school is always invited to attend a young person's statutory review, to give feedback about a young person's educational attainments. Each child is given full access to educational facilities in line with their age, aptitude, needs, interests, and potential. Children have a study area in the home

with resources to undertake homework tasks and are actively encouraged and supported by staff when doing so.

Enjoyment and achievement

13. Promotion of Leisure

Here at Baydale House, young people are provided with a range of opportunities and finance to take part in a variety of both group and individual activities and leisure interests, which not only consider their ethnicity, culture, language, religion, interests, and abilities, but also help to widen and deepen a young person's experience of diversity. For instance, we encourage young people to experience foods, festivals, films, and books from different cultures.

If a young person moves into Baydale House and they already take part in an activity, club, or hobby, we will endeavor to support them to continue this.

Young people are encouraged to join the library and buy books and magazines. Newspapers are purchased weekly.

All children have ongoing access to activities, games, books, music and age-appropriate DVD's and computer games. During school breaks, holidays and outings are planned with the young people. Birthdays, Christmas, and other Festivals, as appropriate, are celebrated with young people by having birthday parties in the home, or for special birthdays, special outings can be arranged. Young people can be involved in the Duke of Edinburgh Award Programme, which encourages teamwork, personal and social development, and the acquisition of new skills.

Health

14a Details of any therapeutic techniques used and how supervised and monitored

Baydale strives to use therapeutic approaches with all young people in placement. The staff team can consult with Dr Nikki Hill, Consultant Clinical Psychologist who is commissioned to support and advise in the plans for the young people's placements. This consultation provides the team with guidance and support in Nurturing Attachment Theory; helping staff to understand that young people may have experienced trauma, abuse, and neglect in their early lives, as well as having to cope with multiple placements following removal from their families. Dr Hill supports staff to understand the impact of these issues, and the child's initial inability to form healthy attachments with their carers. Such understanding can help us look beyond the behaviours in young people, to try and find the underlying cause more quickly, which in turn will help to calm and de-stress the young person, whilst building a more positive nurturing relationship. The consultation provides a forum for discussing and agreeing how best to respond to young people and any negative or worrying behaviour they are presenting. Importantly, it also provides a forum in which to understand any therapy that a young person may be receiving from CAMHS. We can also consult with a member of the Child and Adolescent Mental Health Service (CAMHS) if required.

Further specialist help for young people is identified, in partnership with the young people and their social workers to ensure that young people gain access to the support they need. This includes drug and alcohol counselling, careers advice, sexual health guidance and offending prevention services.

14b Information on effectiveness of the approach and the evidence to demonstrate.

Any attachment work conducted by Dr Hill or staff, as well as any outcome data, is recorded in each of the young person's "Clinical Care Packs". The packs contain information and evidence to support and demonstrate the effectiveness and progress of any therapeutic approaches carried out with young people. It also contains comprehensive information around the young person's feelings and thoughts about their future, a "pen picture" of the young person, strengths, and difficulties of the young person, both the young person and the carers' moods and feelings, an emotional and well-being plan, and any Psychology Consultation Summaries. Such recording gives Dr Hill the opportunity to monitor the progress of both the young people and support the staff team to continue to build their understanding and experience in developing the young person's ability to form healthy attachments.

We regard health protection and promotion of young people as an important part of our role at Baydale House. We promote good health by ensuring all children have clear written individual health care plans, which set out all their identified health needs and what has been implemented to meet their needs. The plan covers the whole range of potential health needs, including physical, emotional, and sexual health.

Baydale House evidence the effectiveness of its approach to health care via the young people's Health Care Plans, which are reviewed and updated on a regular basis, along with auditing via an 'Independent Person' – Regulation 44 and monthly managers reports carried out and contributing to the Regulation 45 report. Both of which are regularly sent to HMCI/Ofsted and are available upon request to identified parties, along with copies provided in each young person's individual file.

Each child accommodated in our home is registered with a GP and provided with guidance, advice, and support in relation to health and social issues. Each young person will visit one of the local dental practices every six months or more frequently if required. A local optician will see each young person annually. Staff will ensure immunisations are up to date in consultation with the LAC nurse, as well as ensuring an annual LAC medical is completed.

Here at Baydale House we take an active role in promoting all aspects of healthy living. We are proactive ensuring the young person eats healthily and regularly, develops, and maintains a good level of hygiene, develops appropriate waking and sleeping routines and takes regular exercise, which is monitored in both the daily evaluation and monthly report sent to social workers and parents (where appropriate) in consultation with the young people.

Whilst respecting young people's rights and privacy they are supported in getting help with any illnesses or health issues that they experience.

Smoking is not permitted in any part of Baydale House to protect all who live and work in the home.

Positive Relationships

15 Contact Arrangements with Family, Friends and Significant Others

At Baydale House we will work in partnership with young people to ensure that contact arrangements with families, as outlined in their care plan and placement plan, are adhered to. We will give as much constructive support as possible to maintain contact. Young people will be encouraged, when appropriate, to keep their family at the centre of their lives. Families, friends, and significant others will always be made welcome, if they conduct themselves in a safe and appropriate way whilst visiting. We will ensure that, when there are contact restrictions, young people understand the reasons why these restrictions are in place. We will also facilitate supervised contact when needed.

Protection of Children

16 Electronic and other Surveillance Techniques

Baydale House works to its ethos offering a homely environment to all in placement, however, to protect and safeguard, the home does have electronic monitoring devices fitted to all internal bedroom doors and all external doors. The activation of these devices on young people's bedroom doors can only be put in place if it is felt that the young person is at or poses a significant risk to themselves or others. The use of internal door alarms must be built into the young people's risk assessment and be time limited. These devices will not be used to monitor the whereabouts or gain compliance of young people.

External door alarms may be activated at night in line with domestic security measures which many families choose to take. The use of these domestic security measures is included in the homes' generic risk assessment.

17a Baydale House Approach to Physical Intervention (restraint)

At Baydale House we believe that it is the responsibility of all staff to communicate with young people about what is acceptable and unacceptable behaviour. Furthermore, it is the responsibility of staff to maintain safe and appropriate boundaries with and between staff and young people. Consistency and fairness are key ingredients to developing a safe and positive atmosphere.

We also believe that methods of control, restraint and discipline can only have the desired impact within the context of positive relationships existing between staff and young people. Communication, negotiation, and mediation are important skills that the teams use to help young people to address unacceptable behaviour. Within this overall context, the emphasis and aim of the team is to promote, acknowledge and reward positive behaviour. As a young person is more likely to behave in an acceptable manner if they can see that they will gain in return for effort, an individual point system has been developed for young people at Baydale House. The system is reward based and not punitive.

The use of physical intervention on a child or young person is never part of sanctions or punishment. There are occasions when the use of physical intervention is necessary, but this is only used if the young person is likely to cause harm to self or others. All use of physical interventions is clearly recorded and monitored by the registered manager. The staff team in Baydale House is trained to practice physical interventions as safely as possible and to prioritise the welfare of the young person throughout any such incidents or situations.

17b Training and competency in the use of Physical intervention and Restraint

The team at Baydale House are trained in using 'Silvermill Physical Intervention Techniques'. This is a formally assessed qualification by an accredited trainer and focuses on non-harmful methods of control and preventing serious harm to self, others, and property. Staff have refresher training annually.

Leadership and Management

18a Contact Details

The registered provider for Baydale House Children's Home is.

Acorn Care (UK)
33 Kellaw Road
Darlington
Co Durham
DL1 4YA

Tel: 01325 466525

18b Responsible Individual

The 'Responsible Individual' (as defined under current legislation), on behalf of Acorn Care (UK) Ltd, responsible for the service at Baydale House Children's Home is: -

Julie-Ann Foxton
C/o 33 Kellaw Road
Darlington
Co Durham
DL1 4YA

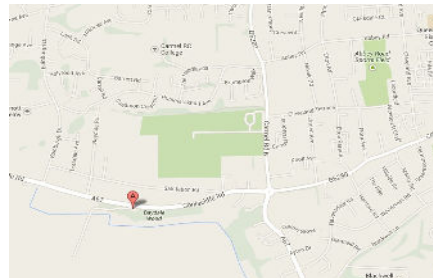
18c Registered Manager

The 'Registered Manager' (as defined under current legislation), on behalf of Acorn Care (UK) Ltd, for Baydale House: -

Michael Craig Cowans
Baydale House
Coniscliffe Road
Darlington
DL3 8AQ

Tel: 01325 243661

Email:



Ofsted Registration Number: URN SC390751

STAFFING ARRANGEMENTS

19. The staff team and their qualifications and experience

The diverse nature of the team in terms of age, gender, ethnicity, experience, skills and qualifications will provide the opportunity to promote a positive view of difference to young people. We are committed to continually building on and extending diversity through our recruitment process.

All workers employed will have an Enhanced Disclosure and Barring Service check (formerly CRB) which is updated regularly. A record of this is kept in their personnel file.

20. Staffing Structure

A minimum of two staff are in the home between 08:00 and 20:00. Efforts are made to ensure the staff team on duty represents a range of experience, gender balance and qualifications. Where identified as beneficial or through risk management, staffing levels are increased to meet the young people's needs, for instance in the evenings, at weekends, during holidays or when specific young people have a greater need for attention.

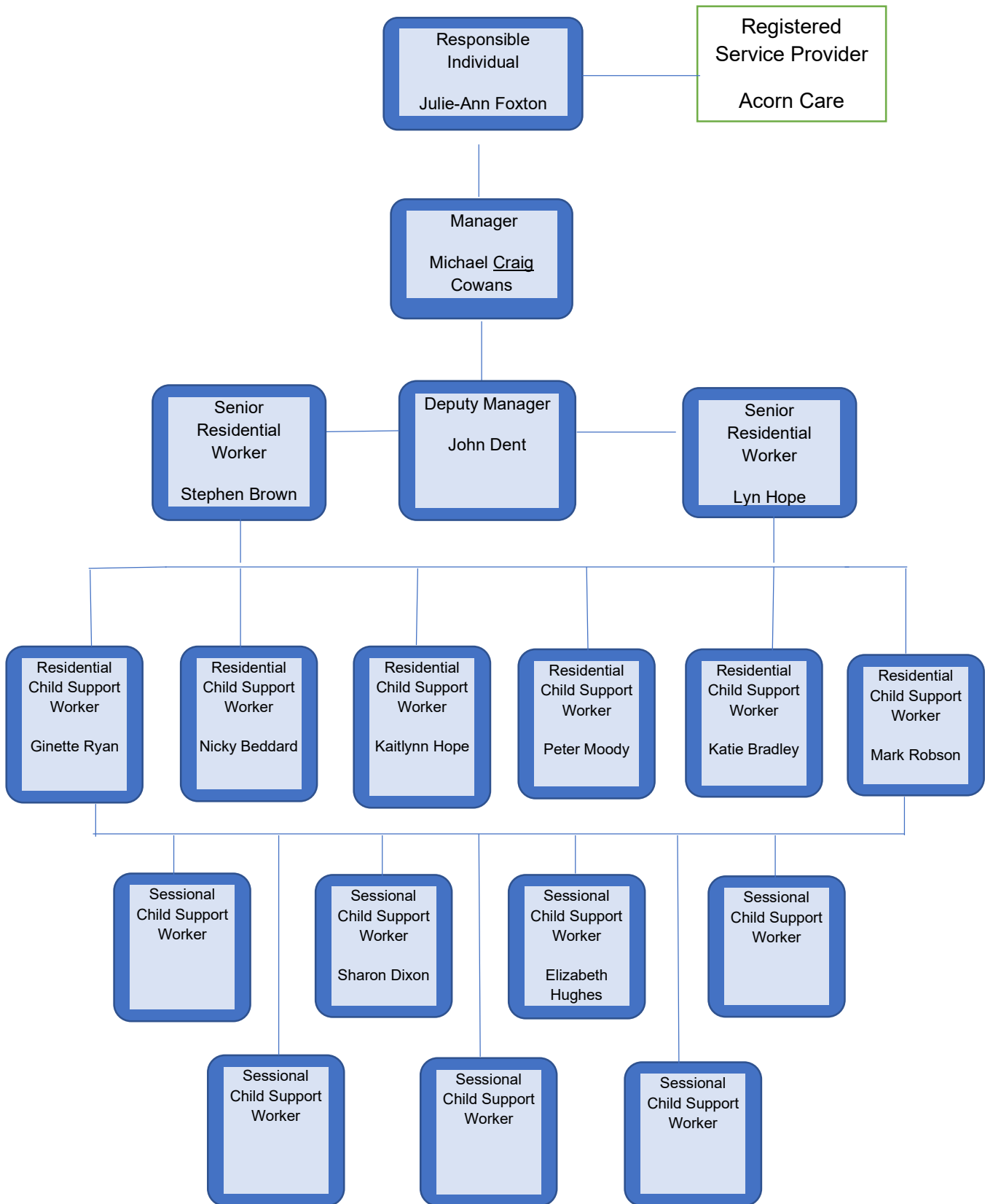
Between the hours of 20:00 and 08:00 next day we will have a minimum of two staff on duty. Both staff will support children and young people until 23:00 when they will then complete their period of duty with sleep-in arrangement until 07:00 next day. They will then support children and young people with waking up and preparing for school attendance Monday to Friday. Weekends staff will wake up at 07:00 and prepare to handover to staff coming on duty at 08:00.

We also have option of having a staff member complete a waking night if demands of service and young people require this.

The Registered Manager and Deputy Manager will work 9am-5pm Monday to Friday to ensure that there is sufficient management cover. Outside these times there is an on-call management Rota to ensure that all staff have additional support.

Where short term gaps in Rota occur due to training, sickness, vacancies or leave, these will be covered by existing staff or other staff employed as sessional workers within the Acorn Care group. If it becomes necessary to use temporary 'agency staff' these will never form most of the staff on any shift

The Organisational Structure of Baydale House



Responsible Person: Julie-Ann Foxton

Julie-Ann is one of the founding Directors of Acorn Care and was instrumental in the recruitment and setting up of Baydale House. Julie-Ann is a regular visitor to the home, attending staff meetings to listen to and discuss issues with staff, and supports the Registered Managers on a day-to-day basis. Julie-Ann has personal experience of living within a residential placement as a young person, which was a significant factor in her motivation to work with her fellow Directors to establish Acorn Care. Julie-Ann meets monthly with the home's nominated employee representative, as well as attending meetings between the staff and Directors to discuss operational issues. Meetings are also held between the Directors and the young people, so that they can help shape the way they live within the home.

Qualifications:

MSc Management, Pg cert in Business Management, HND in Business & Finance, CIMA Intermediate, Sage Computerised Accounting, Sage Payroll, Scotvec NVQ Level 1,2 & 3, ECDL computer driving licence. Supervision for Social Workers, NSPCC Designated Safeguarding Officer training

Courses:

Level 2 Safeguarding, Solicitors Accounting Rules, HMRC year-end audits NTRAC Supervising Complex Practice Professional Boundaries, Kim Goulding attachment training, Child sexual exploitation, teenage brain Training. Sensory Loss, Covid19.

Manager: (Michael) Craig Cowans

Craig has worked with young people since 2004. He has a background in NHS Forensic services, both children and adult mental health, whilst specialising in Personality Disorder Services, learning disability and autism services for children. Prior to this Craig worked within the Clinical Governance Team for a large NHS Trust and was involved in research, service development and audit leading on service wide and national projects.

Craig started working within children's residential care in 2012, gaining experience whilst obtaining senior roles which led to becoming a registered manager of a children's home in November 2016.

Qualifications:

Diploma NVQ 5 Leadership and Management in children's services, Level 3 in working with Medication, Diploma in Human Resources 2016, NVQ2 Health and Social Care 1994, Safeguarding advanced level 3, Safe administration of medicines, Level 3 in working with Medication, Autism awareness, CEOP Child exploitation on-line, Equality & Diversity, Harmful sexual behaviour, Prevent Radicalisation, Emergency First Aid at Work, Management of self-harm and ligatures, Management of violence and aggression including use of approved physical restraint – update training, Mental capacity act and Deprivation of Liberty. Diploma in Supervision 2022

Other courses completed.

Covid-19 Helping Young people Manage Low Mood and Depression, Anxiety in Children and Young People During Covid-19, Safeguarding Children During Covid-19, PACE, Kim Goulding Nurturing and attachment, Silver Mill Physical Intervention, Countering Bullying, Fire Safety Regulations, Conflict Management, Health & Safety, Fire Warden, Food Handling and Hygiene, Infection Control, Social Media, FGM, Radicalisation, Safeguarding Children, Appointed First Aid, Manual Handling, Countering Bullying, Fire Safety Regulations, Conflict Management, Health & Safety, Fire Warden, Professional Boundaries, Child Sexual Exploitation. Self-harm, PACE. Child sexual exploitation refresher, Erase Missing from Home and Child sexual exploitation, Kim Goulding nurturing and attachment, Roles and responsibilities. Child Sexual exploitation, social media, FGM, Radicalisation, Health and Safety, Recognising Safeguarding, Nurturing and attachment, Choices and consequences, Challenging behaviours, Sensory Loss, Covid19.

Deputy Manager: John Dent

Jonathan (John) has worked in a children's residential setting since May 2009 and was promoted to Senior Residential Support worker in Jan 2011. Since this promotion he has continually striven to develop both his understanding of the environment and the young people's ability to believe in themselves. Prior to this John spent twenty-two years serving in the British Army including tours in Iraq, Northern Ireland, and The Falkland Islands. His work within the UK involved recruitment and training of the younger soldiers, those between the ages of 16 and 18, before they were legally allowed to do active service. This involved bringing structure and discipline to the young people in an environment that was initially alien to them.

John believes that consistent boundaries alongside structure, respect and building self belief will develop the young people within Baydale and enable them to fulfil their potential in life.

Qualifications

Diploma Level 5 Leadership & Management, City & Guilds NVQ3 Children and Young People, BTEC Level 2 in Physical Intervention, NCFE Level 2 Safe handling of Medicine. 3-Day First Aid at work, NEBOSH, Food Hygiene and Mental Health Level 2, Advanced Apprenticeship Management 487 Diploma. NSPCC Designated Safeguarding Officer, Level 5 leadership, and management in residential care, Administering medication level 3, Infection control level 2. IOSH, NCFE Mental Health level 2

Courses:

2 Day courses in Solution Focused Approach, Safeguarding Children, Appointed First Aid, Manual Handling, Countering Bullying, Fire Safety Regulations, Conflict Management, Health & Safety, Fire Warden. NTRAC Supervising Complex Practice, Professional Boundaries, Child Sexual exploitation. Self-harm, social media Self-harm, Choices and consequences, PACE. Child sexual exploitation refresher, Erase Missing from Home and Child sexual exploitation, Kim Goulding nurturing and attachment. Teenage Brain Training, Roles and responsibilities. First Aid, Silver mill Physical Intervention, Safeguarding, Health & Safety Professional Boundaries. Child Sexual exploitation. Self-harm, social media, FGM, Radicalisation, Health and Safety, Recognising Safeguarding, Nurturing and attachment, Self-harm, Choices and consequences, Challenging behaviours, Sensory Loss, Covid19.

Senior Residential Child Support Worker: Stephen Brown

Stephen started as a Sessional Residential Childcare Support Worker in September 2014 and has since secured a permanent position. Stephen has worked within residential care for 15 years as a support worker to adults with disabilities and is fully versed on the challenges of working to good standards of care. Stephen decided to enter working with Children and Young people and felt this was a natural progression and would enable him to face a new challenge in his career and add to his skills, knowledge, and qualifications. Stephen has a very natural rapport with the young people and has built up good relationships with them in a short time through activities. Stephen believes this is paramount to supporting the young people onto independence and meeting their needs.

Qualifications:

NVQ Level 3 Health & Social Care, NCFE level 2 Medication Handling, Level 3 diploma in children and young people, Leadership and management level 2, Infection control level 2. NCFE Mental Health level 2,

Courses:

First Aid, Silvermill Physical Intervention, Safeguarding, Health & Safety, Fire Training, and Food Hygiene, Professional Boundaries. Child Sexual exploitation. Self-harm, social media, FGM, Radicalisation, Food Hygiene, Health and Safety, Recognising Safeguarding, Nurturing and attachment, Self-harm, Choices and consequences, PACE, Child sexual exploitation, roles and responsibilities, Sensory Loss, Covid19.

Senior Residential Child Support Worker: Lyn Hope

Lyn commenced at Baydale on 1st October 2015, having many years' experiences of working within a residential care setting mainly with young adults with disabilities. Lyn has also supported her daughter with her business for some years, who is a child minder, and having gained experience and knowledge accompanied with supporting children, Lyn chose at this point to diversify her skills and knowledge by deciding to have a change of direction. Working with children and young people, she felt she could combine her skills, knowledge, and qualifications to supporting children and young people and felt this was a natural progression for her.

Lyn has a bubbly personality which during her shadow shifts the children and young people in the home reacted positively to straight away. She also likes to cook and has already established herself with the young people as the resident baker, which the young people engage in with Lyn.

Qualifications:

NVQ Level 3 health & Social, Independence & Supported living for young people, QCF level 2 Team leading, EDI infection control level 2, Maybo award SAFERcare, Foundation health & Safety, Appointed Person First Aid, level 2 Supporting people with learning Disability. NCFE safe administering of medication. Level 2 infection control, Level 3 Diploma in residential care children and young people NCFE Mental Health level 2, Diploma in Supervision 2022.

Courses:

Fire Safety, Manual Handling, and Medication administering, Safeguarding, Silver Mill Physical Intervention. Child Sexual exploitation. Self-harm, social media, FGM, Radicalisation, Food Hygiene, Health and Safety,

Recognising Safeguarding. Self-harm, Choices and consequences, PACE, Kim Goulding Nurturing and attachment, Child sexual exploitation Professional boundaries, roles and responsibilities, infection control, Professional Boundaries. Child Sexual exploitation. Self-harm, social media, FGM, Radicalisation, Health and Safety, Recognising Safeguarding, Nurturing and attachment, Self-harm, Choices and consequences, Challenging behaviours. Sensory Loss, Covid19.

Residential Child Support Worker: Nicky Beddard

Nicky joined the team at Baydale House in July 2021. She is mam to two children and a decision to work with care experienced children led to a career change and her move to Baydale. Having previously worked in Health and Safety.

Qualifications

Nicky currently has no formal qualification in residential social care for children and young people, however, is completing a robust induction which will incorporate his children workforce development course and will commence the Diploma at level 4 in children and young people once she has completed induction and probationary period.

In progress - Diploma level 3 in Children and young people

Courses

Currently competing induction online training in Safeguarding, Fire Safety, Food Hygiene, Health and Safety, NCFE level 2 medication. Professional Boundaries. Child Sexual exploitation, FGM, Radicalisation PACE, Kim Goulding Nurturing and attachment.

Residential Child Support Worker: Ginette Ryan

Ginette has joined the team at Baydale in March 2022 after many years of experience in older persons/adult social care she decided that she wanted to work with children and young people. Ginette has experience of bring up her own family and grand children and has wanted to work in this field for some time.

Qualifications

First Aid, Safeguarding level 1 and physical intervention breakaway techniques.

In progress - Diploma level 3 in Children and young people

Courses

Fire Safety, Food Hygiene, Health and Safety, Professional Boundaries. FGM, Radicalisation, Health and Safety, Covid19, PACE, Kim Goulding Nurturing and attachment.

Residential Child Support Worker: Katie Bradley

Katie joined the team at Baydale House in December 2021. Katie had always wanted to work with young people and volunteering two years at her local primary school is what inspired Katie to come to Baydale once she had finished her degree at university.

Qualifications

Katie has a degree in Childhood and Youth Studies.

In progress - Diploma level 3 in Children and young people

Courses

Currently completing induction including First Aid, Food Hygiene, Health & Safety, Fire Awareness, Physical Intervention, Safeguarding Children level 1 and medication level 2, PACE, Kim Goulding Nurturing and attachment

Residential Child Support Worker: Mark Robson

Mark has re-joined the Baydale team in May 2022 as full-time residential child support worker, experienced in working with children and young people as a swimming instructor and leisure assistant and volunteering in a primary school on sports programmes for many years. Mark has good understanding of the barriers children and young people face and his skills and knowledge will be an asset to the Baydale team.

Qualifications

Diploma level 3 in Children and young people, First Aid, Safeguarding.

Courses

Fire Safety, Food Hygiene, Health and Safety, Professional Boundaries. FGM, Radicalisation, Health and Safety, Covid19, PACE, Kim Goulding Nurturing and attachment, Physical Intervention.

Residential Child Support Worker: Peter Moody

Peter has re-joined the team in July 2022 after working in a residential setting with children and young people with disabilities for a year, Peter had been a foster carer for several years previous to working in residential care, Peter has a good rapport with children and young people and has been able fit in straight away as part of the team, his skills and personality will once again be an asset to the staff team at Baydale

Qualifications:

Diploma level 3 children and young people residential care, NCFE level 2 medication administration. NCFE infection control Level 2.

Courses:

Physical intervention, Safeguarding, Fire Safety, Manual Handling, First Aid, Safeguarding, Self-harm, Radicalisation, Food Hygiene, Health and Safety. Teenage Brain Training. Nurturing and attachment. Professional Boundaries. Child Sexual exploitation. Self-harm, Social Media, FGM, Radicalisation, Health and Safety, Recognising Safeguarding, PACE, Kim Goulding Nurturing and attachment, Self-harm, Choices and consequences, Sensory Loss, Challenging behaviours.

Residential Child Support Worker: Kaitlyn Hope

Kaitlynn has just joined the team in March 2023, she has 18months experience of working in children's social care with another provider, we believe her experience will compliment the team here and will look to enhance her knowledge and skills that she has already acquired.

Qualifications

B Tec Level 3 Extended Diploma in Health & Social Care Studies 2015, Batchelor of Arts in Early Childhood Studies 2022

Courses

Safeguarding, Fire Safety, Manual Handling, First Aid, , Self-harm, Radicalisation, Food Hygiene, Health and Safety. Nurturing and attachment. Child Sexual exploitation. Self-harm, Social Media, FGM, Radicalisation, Health and Safety, , PACE, Challenging behaviours.

Sessional Residential Child Support Worker: Elizabeth Hughes

Elizabeth has worked for Acorn Care since the company was established in 2009 and she is currently employed as a Senior Residential Care worker. Prior to joining Acorn Care Elizabeth worked as a residential child support worker for a Local Authority care provider, working with young people with a range of behavioural and emotional difficulties, ADHD, learning difficulties and who fall within the autistic spectrum. These young people have been of a mixed gender and between the ages of 12 and 18. From this she worked as a Skills Trainer working with young people in specialist foster care whose extreme behaviours have resulted in numerous placement breakdowns. Within the social setting Elizabeth also promoted social skills by encouraging the young people to positively engage in age related activities. She has a strong commitment to helping young people achieve their full potential through consistent nurturing and support, placing great emphasis on promoting social and emotional development. She believes this in turn will give them the skills and confidence to become valued members of the community and form positive peer relationships.

Qualifications:

Access to HE, City & Guilds NVQ3 in Children and Young People, NCFE Safe Handling of Medicines Level 2. BTEC Level 2 in Physical Intervention, NCFE Level 2 Equality and Diversity, Level 1 BSL, NCFE Working with People with Mental Health Issues, NCFE Safeguarding Children and Young People, NOCN Drug and Alcohol Knowledge and Understanding, City & Guilds NVQ 3 Promoting Independence, BTech GNVQ 3 Health and Social Care, Certificate in Professional Development from Teesside University, Introduction to Working with Children and Young People who may have Emotional Mental Difficulties, Advanced Apprenticeship Management 487 Diploma Level 3, Level 3 Medication Administration, Self-harm, Covid19.

Courses:

Level 1 BSL, Level 1 Deaf Awareness, Level 1 Communication Tactics with Deaf People, safeguarding young people, Health Awareness, Neglect, Administration of Medication, Practitioner in Restorative Approaches, Manual Handling, two-day course in Solution Focused Approach, Fire Safety Regulations, Countering Bullying, Conflict Management, Appointed Person First Aid, Teaching Basic Literacy and Numeracy, Certificate in Community and Health Care, Certificate in Caring Skills. Sexual Exploitation Training, NTRAC Supervising Complex Practice, Professional Boundaries, Child Sexual exploitation. Self-harm, social media, FGM,

Radicalisation, Food Hygiene, health and safety, Recognising Safeguarding, Choices and consequences, PACE, Kim Goulding Nurturing and attachment, Child sexual exploitation refresher.

Sessional Residential Child Support Worker: Sharon Dixon

Sharon has joined us as a sessional member of staff,
Having worked for many years for Darlington education authority in after school club

Sharon has a wealth of experience and knowledge working with early years and young people and will be an asset to the team at Baydale.

Qualifications

EDL Level 3 Children's Care, Learning & Development 2011, CACHE Level 3 Childminding Practice 2002, CACHE Level 3 Diploma in Home Based Child Care 2008

Courses

Physical intervention, Professional boundaries, Roles, and responsibilities, Safeguarding, Fire Safety, Manual Handling, First Aid, Safeguarding, Self-harm, Radicalisation, Food Hygiene, Health and Safety. NCFE Medication, Self-Care, Equality and Diversity Professional Boundaries. Child Sexual exploitation. Self-harm, social media, FGM, Radicalisation, Health and Safety, Recognising Safeguarding, Nurturing and attachment, Self-harm, Choices and consequences, Sensory Loss, Challenging behaviours.

Consultant Clinical Psychologist: Dr Nikki Hill – Founder and Director of Aspire Psychological services Ltd

Dr Hill started her career working with looked after children as a residential worker at a residential school in Aberdeen in 2003. After qualifying as a clinical psychologist in 2010, has experience of working with LAC and spent several years working in looked after children services, both within the NHS and private sector. During her time in the NHS within the County Durham Local Authority Treatment Foster Care Programme before moving to take over the role of Clinical Lead within Darlington CAMHS. I then took up the post of Clinical Director within a national independent agency, working across fostering and residential services and taking the lead on service development and evaluation, design and implementation of the clinical services programme, management of a team of clinicians and chairing of care governance meetings within the company. I have received training in a number of therapeutic models including EMDR, CBT, DBT and play therapy but have a special interest in Dyadic Developmental Psychotherapy, Attachment Focused Therapy and using horses to support people who struggle with traditional talking therapies.

Qualifications:

Doctorate in Clinical Psychology - Bachelor of Science Degree in Psychology and Counselling 2:1. Dyadic Developmental Psychotherapy- level 2. Eye Movement Desensitisation and Reprocessing Therapy (to be completed September 2021), Certified EAGALA practitioner.

21. Staffing Mix

Baydale House staffing mix is approximately 50% female and 50% male. Having a male and female staff member on each shift pattern enables balanced role modeling of mixed gender. Staffing levels are based around the needs of the young people and can vary to accommodate closer observation or interaction level should this be required. During holiday periods cover will be sought around the needs of the home at that time, taking into consideration mix of staff and activities. There may be occasions where shifts are all one gender, but these will be limited wherever possible.

22. Supervision and Appraisal:

Supervision is a vital part of supporting, managing, and developing the staff team. It is a requirement that Baydale House staff receive and take part in the supervision process. Supervision is provided by the appropriate line manager in conjunction with current legislation. Supervision sessions are recorded, and staff are required to read and sign their notes, which are then placed on the staff member's file. Sessional staff will be supervised on a regular basis, approximately every 10 shifts. If there are any disagreements these are recorded.

All staff undertake a performance appraisal with their line manager every 12 months, which sets reviews, progress over the past 12 months and sets personal work targets and actions for the coming 12 months. The actions are reviewed within the staff members' monthly supervisions.

Induction

All staff are introduced, as part of their induction training, to child protection procedures, fire safety and drill training, medical procedures, and the recording of information, prior to starting work in the home.

In line with the Children's Homes Regulations and Quality Standards 2015, all staff that have completed their induction, basic training and successfully passed their 6-month probationary periods are registered for the Diploma Level 3 Children and Young People, or another qualification which matches the competencies.

Each member of staff will receive mandatory training in line with current legislation and other training identified within their yearly appraisal or monthly supervision. Training needs will be discussed, agreed and monitored through the supervision and appraisal process. These are recorded in a personal development plan, which forms part of the performance appraisal system.

Development:

Staff development is seen as an ongoing process that includes:

- ★ Training and Supervision
- ★ The team meeting forum
- ★ Working as part of a team
- ★ Key working and joint working with colleagues within the team
- ★ Joint working with other professionals and agencies
- ★ Extra duties and responsibilities are delegated to staff as they become more skilled and confident within the team.
- ★ Team development plan
- ★ In house and external training courses

- ★ Performance improvement Plans (a monitoring system which high light short falls and improve working practice)

Care Planning

23. Admission (Inc. Emergency)

- ◇ Social worker/ placement officer contacts us to enquire about vacancies.
- ◇ Discussions follow regarding the appropriateness of referral about the needs of the young person and the dynamics of the current group. Matching for all young people ensures that no young person admitted presents a known significant risk likely to compromise the safety or developmental opportunities of any other.
- ◇ The Manager will meet with the young person's social worker and arrange preliminary visits, followed by a further discussion with the placing authority regarding timescales and any requirements or issues.
- ◇ Visits may involve overnight stay depending upon the need of the young person. The young person will be allocated an interim keyworker (this may change during the placement to best suit the young persons need), they will be shown round and given a copy of the children's guide (which will be explained fully on admission day).
- ◇ Bedroom will be prepared in a homely and comfortable manner, which can later be personalised.
- ◇ Risk Assessments and Residential Placement Plan will be prepared from referral paperwork.
- ◇ Where possible, all appropriate paperwork should be received from the placing authority 24 hours prior to the placement commencing.
- ◇ A placement meeting will be held within 72 hours of admission and the local authority for the area in which the home is located will be notified.
- ◇ The consideration of crisis situations/emergency placements is possible and will be considered dependent upon the needs of the young person being referred and the stability of the resident group.
- ◇ If an emergency placement is under consideration, as much of the above preparatory work as is practical will be carried out at the time to ensure the best possible start to the placement.
- ◇ If the young person is placed on an emergency basis at the planning meeting (held within 72 hours) all outstanding documentation must be presented for the placement to continue. At the planning meeting tasks will be agreed along with preferred outcomes and the time limits of the placement, as outlined in the care plan with their Social Work teams.