

TULIP HOUSE



Care Acre
Children's Home
Making a Real Difference

Statement of Purpose

Residential Home Manager: Sarah Tongue

sarah@careacre.co.uk

Responsible Individual : James McCabe

james@careacre.co.uk

www.careacre.co.uk

Telephone Number: 01865 586786



Statement of Purpose

The following document is written in accordance with schedule 1 of the Children's Home Regulations 2015 and any amendments thereafter.

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9. Introduction

9.2 Welcome to Tulip House

Our three bed residential children's home is located in Oxford, in a town setting. We provide 24-hour individualised care and support for children and young people aged between 10 to 17 years old of either gender, who have Emotional Behavioural Difficulties (EBD) as a result of early life trauma, complex or challenging behaviour, neglect, and family breakdown or disruption.

Our primary aim is to '*Make a Real Difference to Young Lives*', then turn their lives around and to fulfil their true potential. Our home welcomes children and young people from diverse backgrounds. It is our core objective to provide high quality care in a warm, welcoming, and nurturing environment that meets the needs of our young people. We will provide individualised care packages which work towards developing effective attachments, and longer-term stable placements.

Our home will provide a safe space for children and young people to share experiences and be guided by our team of experienced practitioners who are non-judgemental, within a nurturing environment that encourages learning, growth and acceptance, preparing them to build stability, confidence and resilience.

1.2 Legislation Framework

The Children's Homes (England) Regulations 2015

Reg 16 (1) The registered person shall compile in relation to the children's home a written statement, which shall consist of a statement as to the matters listed in Schedule 1.

Reg 16 (2) The registered person shall provide a copy of the statement of purpose to HMIC and shall make a copy of it available upon request for inspection –

- (a) Any person who works at the children's home
- (b) Any child accommodated in the children's home
- € The parent of any child accommodated in the children's home
- (d) The Placing authority of any child accommodated in the home ; an€(e) In the case of qualifying school, the secretary of state, and Her Majesty's Inspector of Schools in England

Reg 16 (3) The Registered Person must:

- (a) Keep the homes Statement of Purpose under review and where appropriate revise it.
- (b) Notify HMCI of any revisions and send them a copy of the revised statement within 24 days of the revision.



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Reg 16 (3) Where the home has a website the registered person must ensure a copy of the revised Statement of Purpose is published.

Reg 6 (1) The quality and purpose of care standard

(2) In particular, the standard in paragraph (1) requires the registered person to:

- (a) understand and apply the homes statement of purpose
- (b) ensuring that staff understand and apply the statement of purpose

2. Quality and Purpose of Care Standard

2.1 Position Statement

The home supports children and young people of either gender between the ages of 10-17 years on admission.

The home offers care and accommodation to young people with emotional and behavioural difficulties (EBD), who may come with a background of one or more of the following (although this is not an exhaustive list):

- Challenging behaviours
- Complex behaviours
- CSE
- Sexually harmful behaviours
- Risk of being exploited including county lines
- criminalised behaviours
- Early life trauma and neglect
- Attachment difficulties
- Substance misuse

Our aim is to work with our young people, so that we build safe, strong relationships that combine trust, affection and comforting along with clear behavioural expectations, boundaries and routines.

2.2 Ethos of the Home (progressing outcomes)

Details of the home's ethos, the outcomes that the home seeks to achieve and its approach to achieving them

At Tulip House, our ethos is based on the belief that all children and young people should be given the same opportunities in life regardless of their early life experiences, their background, age, or sexuality. We believe all young people should be loved, happy, healthy, safe from harm and able to develop, thrive and fulfil their potential.

Our Home offers children and young people a family environment, where they can develop effective and lasting relationships both within the home and the local

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community. It is hoped that living within established communities will support young people to develop their social skills and build resilience to support their preparation for transition into independence.

We will ensure that all the key developmental areas of health, education, emotional and personal development, family and social relationships, identity, self-care and social presentation are addressed in the planning for each young person.

In addition, to working with the wider system of professionals around the young person, we will also work closely with the children's families and communities of origin to sustain effective connections and understand their past.

Our Home is to foster positive relationships, encouraging strong bonds between children/young people and staff in the home on the basis of jointly undertaken activities, shared daily life, domestic and non-domestic routines and established boundaries of acceptable behaviour.

Our Home aims to provide a healthy lifestyle and this includes being physically healthy, support to personal hygiene, medical advice and general understanding of the importance of a healthy, nutritious diet. Moreover, our menus are prepared with the input of our young people which gives our young people the opportunity to enjoy meals they may not have previously tried.

We encourage each young person to plan and work together towards household decisions regarding their activities, decoration of the house, purchase of equipment, house rules and rewards.

We have a park opposite our home, and we will encourage our young people to take regular exercise in a creative and fun way and this will be included in the activity planners.

Our young people will also have access to local facilities including the Kassam Stadium, leisure centres and outdoor activity centres. In conjunction with the young person, our keyworkers and management team will carefully plan goals and expectations each young person so that they can positively achieve and continue to make positive choices.

It is our understanding that children and young people who have experienced early life trauma or neglect have difficulty in developing effective attachments and are unable to build effective relationships, due their 'protective inner working model'. We believe their ability to form strong and lasting relationships with others is critical for their future wellbeing. It is for this reason that Care Acre is in the process of developing our training programme that focuses on attachment and trauma theory into practice. Training is facilitated for staff using the principles of Playfulness, Acceptance, Curiosity and Empathy (PACE) with the aim of providing attachment security through consistent and attuned approaches.

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Staff work within the *Working Together to Safeguard Children 2018* guidelines and receive regularly refreshed safeguarding training to ensure that every young person feel safe in their home and feel able to communicate any concerns about their safety and wellbeing and that they feel listened to and taken seriously.

We strongly believe that education is one of the key success to prepare and equip the young person with the necessary skills to participate in meaningful employment or voluntary work in order to increase self-confidence, self-esteem and a sense of self-worth giving a complete sense of Individual achievement. We will assist the young person's education journey; they will be provided with the opportunity for additional support and to continue achieving any suitable Post 16 Qualifications to reach their full potential and prepare to move onto adulthood.

To aid communication and to meet the needs of children and young people with limited English, there are flash cards available to facilitate the children and young people to express their needs. Also, an interpreter can be made available. All health and safety signs/direction will be made into any requested language based on the needs of the child or young person.

In circumstances where young people turn 18 years old, they may remain at Tulip House providing there is a clear Pathway Plan outlining a transition plan to semi-independence. An extended placement in these circumstances will be subject to approval from the Placing Authority and within the guidelines stipulated by OFSTED.

In-house assessments may be conducted on behalf of the Placing Authority to inform local authority care plans and risk assessments upon written request.

2.3 Description of the Accommodation

Tulip House offers a warm, nurturing and welcoming environment where the welfare and safety of our young people is paramount. Our communal space includes a kitchen, lounge and education/games room downstairs and five bedrooms upstairs (including young people bedrooms). There is a large garden to the rear of the home. Understanding that our residents may have differing backgrounds and experiences, careful consideration has been given to ensure that Tulip House is a safe, comfortable, well equipped and an enjoyable space for all our children and young people.

The management team will ensure that the accommodation will always meet the needs of the young people.

Tulip House has an occupancy of 3 young people of either sex aged between 10 and 17 years. In some circumstances, we provide continued support and accommodation to young people until they are 18. For example, a young person may not be ready to leave prior to completing the plan in place; alternative placement has been delayed; there is a desire to complete their education course. We will ensure the necessary approval from Ofsted has been obtained to extend the placement.

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The home is fully staffed over a 24-hours and management on call system to facilitate advice or rapid response as required. The home has a dedicated, experienced and suitably qualified staff team to care and support our young people to live a fulfilling life. The home will always provide sleeping in and/or night staff to support the young people should they need this support.

The home offers an individualised tailored approach to care. We work closely with families, local authorities and other multi agencies involved in the care of each young person. We work together to set goals and provide the care and support to help each child/young person reach their full potential at a pace that suits them.

Tulip House is a large semi-detached building and is newly decorated and modern furnished to a high standard. Our young people will be encouraged to have further input in personalising their home, so that they are supported to gain a sense of belonging and feel at home in their surroundings. The home has comfortable communal areas such as spacious lounge and is conveniently situated near the local community and offers access to a wide range of facilities.

Our young people have access to the home's Wi-Fi connection, this is risk assessed on an individual basis for their educational and leisure purposes. There will be additional software security set up on each laptop/desk top device for monitoring and supervisory purposes by our team.

The layout of the home consists of:

1. Ground Floor:

- Lounge which is equipped with comfortable sofas & a television.
- Education room is for one to one study work, reading and a whiteboard.
- There are 2 separate shower rooms and 3 toilets
- There is a large open dining/kitchen room with fully fitted cabinets, including safe appliances so that the young people can safely partake in preparing meals with staff as part of their independence and life skills training. This promotes a family experience atmosphere providing communal mealtimes with staff.
- The garden contains, a play area and generous amount of space for the young people to utilise and enjoy.

2. First Floor:

- Bedroom 1 (allocated to a young person)
- Bedroom 2 (allocated to a young person)
- Bedroom 3 (allocated to a young person)
- Bedroom 4 (allocated for staff sleeping in room)
- Games room has a TV and games console with tv gaming chair as well as board games.
- Family Sized Bathroom

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Each young person's bedroom has space for an area for young people to complete homework in their privacy and comfort of their own bedroom. The bedrooms will be decorated and personalised to each young person's interests and preferences.

There is an efficient and effective system in place to deal with the maintenance of the home whereby all maintenance issues are dealt with quickly and to a high standard.

2.4 Location of the Home

Tulip House is located within a residential built-up area of Cowley, Templar Square (Oxford), which enables our young people to be integrated into the community.

The home has close access to a wide range of very good resources for young people which include:

- Health and well-being activities are promoted via access to the local sports, leisure and swimming facilities, Kassam Stadium, the Ozone Leisure and entertainment park which boasts restaurants a Bowling Alley and Cinema.
- Good and Outstanding, Primary and Secondary Schools: Cheney School 2.1 miles away from Tulip House and Church Cowley St James Primary School 0.2 miles away from Tulip House.
- Special Education Schools: The Iffley Academy 1.1 miles away from Tulip House
- **EMBS College** offers alternative support for basic English and Maths helping those to move into further education and employment, 6th Form also available. 0.3 miles away from Tulip House. Oxford Brooks offers a wide range of courses and subjects. 2.9 miles way from Tulip House.
- **CAMHS** available at: Raglan House. 0.3 miles away from Tulip House.
- Support Agencies: **ATTACH Team**, Nash Court. 0.6 miles away. **Family Solutions**, Knights Court. 0.7 miles away from Tulip House. **Children We care For and Leaving Care Team**, Knights Court.
- Specsavers Opticians, Cowley. 0.3 miles from Tulip House.
- Westbridge Dental Practice, Cowley. 0.3 miles from Tulip House.
- Temple Cowley Medical Group GP, Cowley. 0.6 miles from Tulip House.
- Cowley Library. 0.6 miles from Tulip House.
- Places of Worship: (many others are available)
- Oxford Bible Church, Cowley.
- Our Lady Help of Christians R C Church, Cowley.
- John Bunyan Baptist Church, Cowley
- Central Oxford Mosque, Cowley.

Our team will strongly emphasis, where approved to maintain family ties and key relationships. We therefore promote contact at every given opportunity and work towards promoting healthy relationships that will be of benefit to the young person when they leave our provision either to return home or to progress into semi-independence.

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2.5 The arrangements for supporting the cultural, linguistic and religious needs of children.

Our home is keen to promote an individual's identity and to develop everyone's cultural awareness. Young people are encouraged to be open-minded about values and cultures whilst always respecting people's differences. Every effort is made to respect and whenever possible to meet each young person's individual needs and promote their welfare, taking into account their gender, religion, ethnicity, cultural and linguistic background, sexual identity, mental health, any disability they may have or have reflected in any previous assessments/experiences.

Our young people are encouraged to take part in activities which reflect their diversity of race, culture, religion, language and abilities.

Birthdays, cultural and religious festivals are celebrated with regular different theme for evening meals, as appropriate.

As part of the planning and admission stage, this will be discussed and plans will be put in place for meeting specific needs, which will be agreed with the young person and their placing Authority.

Our staff will always support the young person to express his or her feelings in pursuit of their beliefs and will support them to accommodate such requests.

2.6 Complaints

The details of who to contact if a person has a complaint about the home, and how that person can access the homes complains policy.

Listening to our young people lies at the very heart of our ethos to improve outcomes for every individual. This is especially important for those times when our young person has a problem, concern or wants to make a complaint. Advocacy helps to safeguard young people, and protect them from harm and neglect.

We want to operate on an "open door" policy of working; complaints are dealt within a professional and reflective manner. Our staff team are aware of the *Section 7 Guidance - Providing Effective Advocacy Services for Children and Young People Making a Complaint under the Children Act*; which was introduced for all children's services leads, team managers, complaints officers, practitioners, advocates and children's rights and participation officers. It is designed to provide all children's services staff with an understanding of the new duties in relation to advocacy for children and young people making or thinking about making a complaint.

On admission to the home, the young person, family members, significant others and independent visitors have access to our Complaints Policy which is available to all upon request.



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Our child friendly “young person’s guide” which is provided to every young individual also contains the relevant information to the complaint’s policy. They are also shown how and where to access complaints forms. The young person’s guide also contains the following contacts who can help them independently:

- Childline
- Ofsted
- NSPCC
- The Children’s Commissioner

If any person wishes to make a complaint about the home, then they should contact the Home Manager, Sarah Tongue at sarah@careacre.co.uk

All complaints are recorded on Complaint Forms and kept on the young person’s file and will be treated in the strictest confidence. External complaints will be dealt with by the Home Manager, or if necessary, the Responsible Individual and Registered Provider.

Informal Process:

All complaints are recorded on Complaint Forms and kept on the young person’s file and will be treated in the strictest confidence. This provides opportunities to resolve minor complaints informally, for example in open meetings held at the home. Children or staff can also call such meetings at any other time, to open issues and resolve them quickly. In most cases, the complaint and its agreed resolution will be recorded in the minutes of the meeting.

Formal Process:

Complaints that cannot be resolved informally must be dealt with by making a formal complaint. In all cases the complaint must be dealt with in a serious manner, all those involved in the complaint must be kept informed of progress at least weekly; and the complaint must be fully responded to within 28 days.

All residential complaints are sent to the Home’s Manager and will be responded to within seven days. If the Manager is unavailable then these are to be sent to the Responsible Individual who will respond within the same timeframe.

If a complaint cannot be fully resolved by 28 days, then this will need to go to our Stage 2 complaint panel process. The panel will consist of a director and a senior representative from Tulip House. The complainant would be invited to attend the panel hearing and could be accompanied, if they wish.

In the first instance, anyone making a formal complaint (the complainant) needs to complete the complaint form. The form is designed to ensure that the correct procedure is followed and to allow for monitoring of progress towards resolving the complaint.

The completed form needs to be logged with the Home Manager, who must enter the complaint in the site’s Complaint Log, then they will decide the best path for the complaint, inform the complainant of their decision and assist them with the process towards a speedy and effective resolution.



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Any person who is the subject of a complaint is prevented by this process from being responsible for its investigation or resolution, so if the Home's Manager is the subject of the complaint, the Responsible Individual will deal with the complaint. In addition to this the complaint must be recorded on the action log and all outcomes must be recorded and overseen by the Home's Manager.

Any member of staff may support the complainant in instigating this procedure, but the complainant may start the procedure independently. If the Complaint Form is not available, the written record of a verbal complaint must include the following information:

- The date of the complaint
- The date of the incident giving rise to the complaint
- The name of the complainant
- Children's name
- The nature of the complaint
- Who has assisted the complainant?
- When they handed this to the home manager

Once a complaint has been received the following information will then be added to the complaint action log by the relevant manager:

- A reference e.g. TH/05/2002 (House code date (month/year))
- What should happen next
- Date received
- Date passed on to next step if any
- All actions taken to resolve the complaint
- The resolution
- Any discussion with the children about what should happen next or what they wish to happen.

A copy of this action log will be attached to the original complaint along with any relevant documentation.

The Home Manager must also note the resolution of the complaint in the complaint logbook and record if and how the complaint has been resolved.

A copy of the findings of the complaint, and recommendations should be sent to the complainant and where relevant the person complained about. This should also be kept confidentially and made available for inspection on site.

Records of complaints and how they are resolved can also be used to identify trends developing across the organisation and can help in the design and implementation of improvements to resources and processes. Subject to the requirements of confidentiality, the final resolution of all formal complaints will be published at the next Senior Managers' Meeting.



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If a child wishes to raise a grievance which involves their placing authority, the child should follow their complaints procedure. A copy of this will be kept in the child's file. We will keep a copy of the complaint made and all actions taken.

A child can request an advocate to support them with a complaint. This is something that will be arranged through their social workers. In addition to this, a child can make a complaint directly to Ofsted.

Complaints made by a neighbour or other external person

Complaints by other people in the wider community outside of Tulip House, such as a neighbour or shopkeeper, can be dealt with by negotiation and verbal agreements. It is essential that these are recorded in the same way as all formal complaints.

Our complaint process is in line with Tulip House's Complaint Policy and as follows:



STAGE 1
Informal
Process

The Home Manager will attempt to deal with the complaint to the satisfaction of all parties. Alternatively, the Responsible Individual / Registered Provider will attempt to deal with the complaint if the complaint involves the Home Manager



STAGE 2
7 DAYS

The Home Manager/Responsible Individual/Provider will acknowledge the complaint within seven days of receipt



STAGE 3
28 DAYS

Complaints will usually be investigated within twenty-eight days



STAGE 4
DELAYS

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Written outcome with the results of the investigation confirming the action is provided to the complainant or notification of any delays and timescales



STAGE 5 APPEAL

If a complaint is partly or not upheld at all or cannot be fully resolved by 28 days, then this is progressed to our Stage 2 complaint panel process.

2.7 Details of how a person, body or organisation involved in the care or protection of a child can access the child protection policies or the behaviour management policy.

The Home Manager will be the first point of contact to provide information relating to Tulip House's policies. Upon request by any person, body or organisation involved in the care or protection of a child, our full policies on behaviour management and safeguarding will be available. The Home has a comprehensive Safeguarding and Behaviour Management policy and procedure in place. These policies have been amended to reflect The Working Together to Safeguard Children (2015) which set out how organisations work together to safeguard children and young people in accordance of the Children's Act 1989 and Children's Act 2004.

Tulip House is located in Oxford and therefore comes under the Oxfordshire Safeguarding Children Board (OSCB). The home's policy and procedures are in line with the current OSCB procedures and we will integrate local and national safeguarding procedures, for example London child protection board for our young people arriving from London.

Safeguarding Key Contacts

| | |
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| Designated safeguarding person(s) | |
| James McCabe Responsible Individual | Email: james@careacre.co.uk |
| Sarah Tongue Home Manager | Email: sarah@careacre.co.uk |

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|--|--|
| Aliya Rana Director | Email: aliya@careacre.co.uk |
| NSPCC | 08088005000 help@nspcc.org.uk |
| Safeguarding/LADO Jo Lloyd Safeguarding Coordinator to be appointed currently using the LADO main email. Hazel Cringle – Safeguarding Manager | Phone: 01865 815956 Jo.lloyd@oxfordhsire.gov.uk lado.safeguardingchildren@oxfordshire.gov.uk Phone: 07825 865668 Hazel.cringle@oxfordshire.gov.uk |
| Police non-emergency line (including referrals for the Prevent Officer in suspected cases of radicalisation) | 101 |

3. The Children’s Views, Wishes and Feelings Standards

3.1 A description of the Children’s Home’s policy and approach to consulting children about the quality of their care.

Young people have regular 1:1 discussions with the care staff and these can cover a wide range of topics. Moreover, young people’s views are regularly ascertained during the regulation 44 and 45 process. In addition to this, the young people are also consulted during their care planning, review meetings, during Ofsted inspections and through Quality Assurance processes.

We actively involve our young people to be involved with the day to day running of the Home, for example with the daily menu and their activity planners, and they all receive a ‘young person’s guide’ at the time of their placement beginning.

We promote, advocate for and actively encourage our young people to grow in self-confidence, independence, building their skills of effective communication, enlisting their views and supporting their participation to shape the running of the home. There are practical ways that we encourage and evidence this, via weekly key-working sessions, meeting their keyworker on a one to one basis which will assist our young person to vocalise their wishes and to create a trust based relationship.

A house meeting is held once a month involving all young people and staff. The young person is given an opportunity to openly discuss their views or they can write them down on paper.



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We will provide an opportunity to the young person to take part in some of our recruitment process and giving their views on new applicants with support and supervision from staff.

Our Home Manager and support staff will be available to discuss any aspect of the care our young person or their families wish to discuss.

At Tulip House, we are involved in all aspects of our young person's care planning, including their community, future, interests, culture, religion, education, aspirations, life stories, families and their role in society and this is achieved via our involvements in several safeguarding meetings, (eg LAC reviews, PEP meetings, placement planning); key sessions, activity planners, access to health provisions, access to independent practitioners and regular monitoring of care questionnaire.

9.2 3.2 Anti-discriminatory practice in respect of children and their families

Tulip House is committed to equal opportunities and anti-discriminatory practice, both in terms of working with the staff, young people or family member, on any grounds whatsoever. All our young people will be treated equally, with respect, and in turn the young people are guided to treat the staff in the same way.

All staff and managers undertake mandatory training in Equality and Diversity. Staff also have access to our online policies and procedures and are required to read our policies at the beginning of their employment. Equal opportunities and anti-discriminatory practice is a theme which runs through all training, as a way to ensure that the topic is consistently discussed and influences our day to day practice. This approach will always be adopted when working with the families of our young people. All young people are actively encouraged to make choices and decisions about their needs and wishes.

Our Staff have been trained to promote change and positive behaviour, not punish towards any behaviour that results in consequences and this will be applied consistently and fairly.

If a young person falls into danger staff are instructed and advised to intervene where appropriate. Following such instances a discussion and recording of the instance will take place in order to protect and promote the young people's welfare and safety.

The Home prides itself on building meaningful relationships with the young people and their family members in order to maximise outcomes for the young people. Everyone at Tulip House is treated as an individual and according to their circumstances.

Carers will support young people to challenge any discriminatory behaviour that has occur



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9.2 3.3 Children's Rights

It is of crucial importance that all our young people are supported and understand their rights, and how to access advocacy services available to them. Our *Childrens/Young Persons Guide (welcome pack)*, will be provided to all our young people residing at Tulip House and this includes important information on Children's rights as well as several useful contact details including Ofsted, Advocacy Services and the Children's Commissioner.

We uphold the Principles of Care, for promoting anti-discriminatory practice and promotion of children's rights, respect and dignity as follows:

- Children and young people have the right to live in a home that is safe, warm, happy, nurturing, stable, secure, free from abuse and recognises the individual needs of the young people .
- Children and young people have the right to have full access to education, health care, social life, and community facilities.
- Children and young people have the right to be listened to, express themselves, take full part in decisions affecting them, have things explained to them and the right to complain.
- Children and young people have the right to privacy, space, time and dignity, have fun and allowed to be a child.
- Children and young people have the right to their religious, cultural, dietary needs and to celebrate their individuality.

3.4 Bullying

At Tulip House, we operate a zero tolerance towards bullying and discrimination. Any forms of bullying and discriminatory behaviour will be addressed in an open way in line with our ethos.

Bullying is the use of power or perceived power to make another feel inferior. Apart from the use of physical strength or size, there is the use of intellect, sarcasm, name-calling and prejudiced offensive comments. All of these would be considered as unacceptable forms of bullying and manipulation in Tulip House.

Everyone involved in looking after the children shares the responsibility for countering bullying and for creating a culture which positively encourages acceptable behaviour and reduces and prevents the likelihood of bullying and discrimination.

Staff actively talk with children about difference and diversity. The children are expected and encouraged to treat each other and staff with respect. This is monitored within the organisation as children are supervised by adults when they are with their peers. It is only when they are able to demonstrate respectful behaviour to others that they will be able to go out in the community unsupervised.

The children are educated about bullying, the differences between people and the importance of avoiding prejudice through discussions that take place within the home.



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Prevention of bullying in all its forms within Tulip House is achieved in our ethos of openness and equality. Every child and staff member are encouraged to challenge or confront anybody who behaves in such an unacceptable manner as described above. Support for this will often come from other children or staff who witnesses such activity. This can take place at any time, including within house meetings.

4. The Education Standard

4.1 Management of Education

Education is a high priority for our young people because we recognise that all young people have the right to education which will enrich and empower them.

Our staff will promote and encourage each of our young people's education by working with the playing local authority to enrolling them into a local educational provision (where possible). Where this is not possible, delays in enrolment or they may not meet the assessed needs of the young person, we will be lead and guided by the Virtual Educational Head/Lead. Where appropriate we may discuss and agree with the Local Authority the requirement of commissioning 'home tutors' to offer one-to-one support around specific hours to maximise learning and increase engagement. Some children may have an Education and Health Care Plan (EHCP) – the home will follow the plan and work with all professionals involved in the young person's EHCP.

There is adequate provision for private study, activities, hobbies and private meetings within the Home. All computers/laptops within the home have internet security and activities supervised as and when appropriate.

Our staff will support, wherever it's appropriate and feasible to encourage the participation in training, apprenticeships and employment.

Staff are expected to aid and support with the completion of homework in an appropriate environment to aid learning. Homework is a priority and evening activities will be organised around its completion and preparation for the next day.

Young people at Tulip House, who attend school in and around the county are transported by staff, local authority taxi's, or public transport.

4.2 Details of provision to support children with special educational needs

Our team will ensure to secure a positive close working relationship with schools, in order to keep up a very high standard of communication, to work together to manage challenging behaviours, and to ensure a consistent and familiar approach is maintained throughout their lives.

Staff will support a good working relationship with SENCO's of the schools to encourage the young people to be able to meet their best possible grades. The young people's PEPs will be focused on how to better the young people's abilities, be able to support them to be able to meet the next levels and celebrating their achievements.



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Staff will work with the young people at their levels in the home and support them to complete homework and to understanding their individual needs and find ways of being able to work and achieve their best potential.

4.4 Education Partners

Staff will work with the virtual schools and will speak to previous schools regarding where young people have achieved previously and areas for development. Staff will ensure that they are working individually with the young people as to supporting them to be able to meet their personal bests. Staff will ensure if there are items which would be of benefit in the home to support young people's educational development that they will be purchased.

Some young people may benefit from additional tutoring and this will be discussed with individual local authorities to look at if this might be funded for the young person, particularly as they approach exams.

Young people will have a PEP and the local authority, school and the home will have an understanding of where the young person is academically. This will be attended and advice will be followed up on from the outcome of these meetings.

4.5 Educational Support (outside School hours)

Young people will have a Virtual Headteacher from their local authority who has overseen education for them. Staff will ensure that there is a good working relationship with them and they are included in the young person's education and understand where the young person is academically. If there is a concern outside of the school term to a young person's education it will be discussed with them and with the social worker.

5. The Enjoyment and Achievement Standard

5.1 How we ensure the young people enjoy and achieve

The arrangements for enabling children to take part in, and benefit from, a variety of activities that meet their needs and develop and reflect their creative, intellectual, physical and social interests and skills.

Young people between the ages of 10-17 years are receptive, curious and risk takers. They are also impressionable and can be influenced and groomed to engage in activities that may place them at risk. Although we recognise that it is not possible to plan structured activities for the young people for every moment of each day, we aim to engage our young people in activities that are fun, creative and educational.



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Within and around the Cowley area there are a number of amenities within the community and nearby visits to the Kassam Football stadium, the Leisure Centre, Cinema, Gym and excursions which can be arranged in collaboration with our young people for them to enjoy. The city of Oxford is known primarily for the world famous Oxford University, history, heritage and pride is embedded into every part of the city. The city is full of classic architecture, famous institutions and several traditional sites for our young people to visit and enjoy.

Our staff team are committed to support our young people to make positive progress and we believe that it is paramount to recognise an individual's strengths, special interests and provide praise when a young person achieves a goal or displays positive behaviour.

Our 'Young Person's Guide' will be provided to every young person on arrival which has information on activities available to them both locally and further afield. *Young people will also have access to computers/laptops for recreational and educational use, all computers/laptops have internet security and activities are carefully supervised as appropriate.*

Activities provided by Tulip House include and not restricted too:

- Celebration of festivals/birthdays
- Summer barbeques
- Games in the garden
- Local bike rides
- Park Walks
- Weekly food shopping
- Shopping & Eating in restaurants
- Day Trip Outings
- Outdoor pursuits centres
- In house gardening and maintenance projects
- Summer holidays and personal development camps
- Team building days

6. The Health & Wellbeing Standard

6.1 Arrangements to Protect and Promote Health

Details of any health care or therapy provided, including:

- a) Details of the qualifications and professional supervision of the staff involved in providing any healthcare or therapy.
- b) Information about how the effectiveness of any health care or therapy provided is measured, evidence demonstrating the effectiveness and details of how the information or the evidence can be accessed.



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The physical and mental health of our young people will be of paramount importance. We actively promote a healthy lifestyle, which is applied to planning diets, exercise and relaxation specific to the young person's needs to ensure a balanced and varied lifestyle. All dietary needs are discussed with the young person and their family and recorded in their placement plan.

All young people will be registered with the local GP, opticians and dentist and on admission the young person will have a full health check, in addition to an annual Looked After Medical Health Check.

Once our team is settled and in place, we will look to enhance our training and development programme to include work around Therapeutic Intervention in our practice; which will encompass the principles of attachment, social learning theory, parenting skills and aspects of brain development and learning. This is influenced by training and supervision delivered by our qualified psychodynamic and therapeutic family practitioner and supported by the Home Manager.

As a home we will use PRICE (Protecting Rights in a Caring Environment) as our approved restraint practice which will be mandatory training for all staff.

All staff are trained or working towards completing the First Aid course which will include ligature training as part of the mandatory training and the home has fully stocked First Aid boxes which are checked weekly. This means that if our young people have minor injuries that we can actively administer First Aid promptly which limits the need to attend a surgery.

Some of our young people may require medication for various reasons and we aim to work closely with the primary care services to ensure that any medication taken is only for therapeutic reasons.

All our staff will be trained in the Safe Handling of Medicines and we ensure robust recording and storage procedures are in place.

In cases where the identified strategies are failing or additional support is required, we will be able to evidence this in our behaviour monitoring system which will be regularly reviewed.

6.2 Therapeutic intervention/support provided

Where specific therapeutic techniques are identified in a Care Plan and approved by the Placing Authority, they will be carried out by a practitioner holding a currently recognised qualification in the therapy concerned.

We have close links with a number of therapeutic services locally which enables the young people to have access to a host of therapeutic support including CAMHS to ensure that any identified needs are carefully monitored and recorded on file.



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The effectiveness of any therapy or health service provided to the young people will also be discussed in in-house meetings and LAC reviews. All records will be kept on file and will be available upon request from people who are involved in the care of the young people.

7. The Positive Relationships Standards

7.1 The arrangements for promoting contact between children and their family and friends.

Arrangements for contact with the young person's family of origin and other significant people are an important part of the young person's overall care plan and should always be given full consideration within care planning and agreement of the placing authority. Young people's views, wishes and feelings will always be taken into account when assessing and planning contact.

Our aim is to work with our young people in the hope that they will return home or move into semi-independence provision (subject to the placement authority's requirements and legal status of the child) and we will be offering some outreach work around therapeutic parenting.

All contact arrangements including telephone contact are recorded on the young person's records and visitors are requested to sign in and out of the home for security purposes.

Visits are encouraged whenever possible and these are managed in a planned and structured way with the young person's wishes and views in mind at all times. There are rooms available within the home and our team will require advance notice to ensure that prior to any planned visit, preparation is made so that the family have a private room and feel comfortable to chat freely.

8. The Protection of Children Standard

8.1 **A description of the home's approach to the monitoring and surveillance of children**

We understand that some of our young people will be extremely vulnerable and may demonstrate risk taking behaviours that may cause harm to themselves or others. Due to the complex needs, our staff are committed to support and supervise on a 24-hour basis.

The building will have a 24-hour external CCTV coverage which captures the front and back entrance within the parameters of the property. **There are no camera's fitted internally** and we respect the dignity of the young people at all times.



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Fitted door sensors on each of the children's bedrooms will also be considered and subject to individual risk assessments. Our young people will be aware of the sensors and the reasons why they are in place. The sensors discreetly alert staff if someone has left their bedroom at night.

Restrictors will be placed on all young people's bedroom windows to safeguard and prevent any significant risk of harm. This will also be discussed, agreed and individually risk assessed.

We understand that permission for any monitoring systems and identified adaption restrictions are required from the placing authority or parents and consents will be kept on the child's individual file. Moreover, the usage of any CCTV or other monitoring equipment will be in line with Tulip House's surveillance of children policy which describes how the use of monitoring will support the safeguarding and well-being of all living and working in the home in accordance with Regulation 24.

Staff will undertake mandatory training to ensure that they have a clear understanding and can respond to safety concerns in proportionate, informed and effective way to protect the welfare of each young person. Safeguarding policies and procedures are accessible, located within the study room and can be reviewed.

In addition to training opportunities, one-to-one supervision, team meetings, audits and reviews are also used to promote and encourage a learning culture within the organisation. Staff members are responsible and accountable for ensuring that suspected abuse if reported and investigated to disrupt, address or protect the young people from potential abuse or maltreatment.

8.2 Details of the Children's Home's approach to behavioural support, including information about the homes approach to restraint in relation to children.

At Tulip House, we provide a supportive learning and living environment for all our young people. Our environment will work towards a therapeutic culture and the training put in place moulds the way our staff will develop strategies building positive relationships with children. Dignity and respect are paramount at all times.

We provide several means of celebrating achievements and good behaviour. We work on a positive approach towards behaviour and will attempt to diffuse negative behaviours with a view to rewarding and acknowledging as much positive behaviour as possible. We strongly promote a calm, nurturing home with trusting relationships creating an environment that is conducive for supporting children and young people to regulate their emotions and communicate their feelings in a healthier way.

We recognise that by virtue of the trauma, abuse, maltreatment and neglect suffered, upon admission, young people may have developed maladaptive strategies to survive and cope. We therefore, have rules and boundaries introduced to ensure the safety and wellbeing at all times of both staff and young people. These boundaries are



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established around socially acceptable behaviour and help ensure that young people are always safe, valued and well cared for.

We will strengthen our communication and relationships with our partner agencies to build positive behaviour strategies with our young people, for example invite our local police to Tulip House to engage in a positive way in the hope to reduce unnecessary police involvement in managing behaviour and criminalisation of behaviours.

8.3 Management of restraint and physical intervention

Staff are trained in PRICE, this is provided by an outside agency and regular in-house refresher sessions. This is to support staff with techniques to de-escalate and avoid situations where physical confrontation occurs. The techniques are to support staff in being able to defuse and de-escalate situations with young people. The Home Manager will monitor and review incidents where intervention has been used. Using behaviour management procedures is important for staff to be aware of and there is a strong emphasis on the positive relationships staff have with young people. Using ad hoc rewards for positive achievements and encouraging good behaviour is important to support young people to make behavioural changes and build self-esteem.

Sanctions are used with young people to teach them that negative actions have consequences. Sanctions in place must be in line with the nature of the negative behaviour. It may be that a young person has a privilege removed such as not going out on leisure activity, or time from a device has been removed or an earlier bedtime is set for a period of time. Young people may be encouraged to be part of the sanction process to agree on a sanction together.

- a. Homes policy on rest-aint - we promote a policy of de-escalation in crisis situations and strongly believe in non-physical intervention, any level of physical restraint will only be performed as last resort. PRICE principles will guide staff through the Individual behaviour support plan which will outline triggers, escalation and de-escalation techniques to minimise the use of touch control.

All restraints are subject to training and are measured to be safe, reasonable, proportionate, and necessary. The use of intervention will be recorded in a format required in the Children's Home Regulations 2015 and any amendments thereafter. All parties with a legitimate interest in the welfare of the young person will be informed of the restraint and all personnel involved in the situation will be offered debriefing and support; this includes the young person and staff involved.

Staff Trained in Restraint and Competence Assessed – All staff have been trained to adapt positive handling techniques to intervene until a young person has regained self-control. We understand that there will be situations



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when a young person will be at risk to himself or herself or to another person. In these situations, we promote the following safeguarding strategies:

- All incidents involving any positive handling by staff will be recorded, reported, monitored and evaluated. Moreover, any concerns about a staff member's competency when using restraint will be addressed and recorded in supervisions.
- Staff are trained in PRICE. The aims and objectives of the course is to promote de-escalation techniques and communication in a calm and measured way before applying any positive handling strategies. Focus being on pre-empting escalation. We strongly operate on the basis to exhaust all behaviour management strategies to reduce any serious incidents involving physical interventions.
- The training promotes positive relationships, keeping the safety of our young people and staff being used.

8.4 Missing from Care

Our aim is always to safeguard and promote the welfare of children and young people at Tulip House; as well as to effectively manage the potential risk they pose to members of the community. It is recognised that this requires joint working between agencies and professionals. When a child or young person goes missing or runs away, they are at risk. Safeguarding, therefore, includes protecting them from this risk.

The current definitions of a 'Missing Person' in use by Oxford Police Force are:

- **High-Risk - The risk of serious harm to the misper (missing person) or the public is assessed as very likely.**
- **Medium-Risk - The risk of harm to the misper or the public is assessed as likely but not serious.**
- **Low-Risk - The risk of harm to the misper or the public is assessed as possible but minimal.**
- **No Apparent Risk (Ab-ent) - There is no apparent risk of harm to either the misper or the public**

All Tulip House staff are to ensure that children are always aware of their own responsibilities in respect of notifying staff of their whereabouts. When staff are not aware of the child's whereabouts, the Police Authority where they live may be notified.

There are some circumstances when reporting incidents to the police may be unnecessary, for example, a child staying out longer than agreed (classed as 'Absent without Permission') may not be "at risk" during the absent period. However, where a child goes missing and their location is unknown, or where there is no indication that the child is likely to return within a short space of time, or where their location is known to involve risk, absences should be given the highest priority and reported to the police.

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Where a child is classified as 'Absent without Permission' staff should take all practical steps to establish the child's location and ensure a return without delay. When all these checks have been carried out and the child's whereabouts are still unclear the young person should be reclassified as missing and the police informed. If a child is thought to be vulnerable, a report should be made to the police.

PROCEDURE

Tulip House will take the following steps to prevent a child from going missing from care:

- Providing stability and continuity of care for the child
- Building trusted relationships with the child
- Taking a supportive approach, actively listening, and responding to a child's needs
- Providing a safe environment where the child can go for help, advice, and support
- Assisting the child to problem solve and providing mediation as needed
- Creating and maintaining close links with family members and significant others
- Communicating any indicators that the child may be at heightened risk of going missing with other professionals working within Tulip House (across home, school and in therapy), as well as with external professionals (YOS, Social Services, Police), and family members (where appropriate)
- Informing the child about their right to be supported by an independent advocate, and assisting them to make contact as needed
- Providing a range of therapeutic interventions to develop the child's understanding of personal risks and safety (including keeping safe from sex trafficking, sexual exploitation, drug and alcohol misuse, criminality, or gang affiliation)
- Providing details of helplines and support services
- The Home Manager will write an individualised 'Missing from Care Risk Assessment' and an individualised 'Risk Behaviour Management Plan' for the child. These documents outline approaches to working with the child and highlight risk and vulnerabilities.
- After a child goes missing from care, the Home Manager will conduct a review of the child's Risk Assessments to check that these addresses and the reasons for an absence has been added to the plan. The review will result in the development of a strategy to minimise a repeat of the missing episode. Any issues relating to the vulnerability of the child to sexual exploitation, trafficking or criminal or gang involvement will be identified. Actions to address these needs and ensure the child is kept safe will be clearly set out in the placement plan. The police and other relevant agencies will be given the opportunity to contribute to the review. This will be discussed and agreed as far as possible with the child and with the child's carers and should include detailed information about the responsibilities of all services, the child's parents and other adults involved in the family network. Independent Reviewing Officers



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- (IROs) will be informed about missing and away from placement without authorisation episodes and they should address these in statutory reviews.

9. The Leadership and Management Standard

9.1 Details and work address of Registered Provider, Responsible Individual and Home Manager

- The Registered Provider is:
Care Acre Limited
Registered under the Company Reference: 12261903
Tulip House, Oxford

Director – Miss Aliya Rana
Email: aliya@careacre.co.uk

Care Acre and Tulip House is being founded and established by our Director, Miss Aliya Rana. Aliya is a specialist Local Government Principal Lawyer and has over 13 years of relevant leadership and management experience within the public law and child protection area. Aliya's career has been built on pursuing the welfare and protection of children by advising the social care team and cabinet members on the rules, regulations and tools available in relation to fulfilling their statutory obligations. Aliya has also completed her training on the Responsible Individual leadership and management course delivered by Dialogue Training and Consultancy organisation and the Designated Safeguarding Lead (Level 3).

Qualifications:

LLB (HONS) LAW
Legal Practice Course
Qualified Solicitor

Responsible Individual - James McCabe
Tulip House Address: Oxford
Email: james@careacre.co.uk

Tulip House's Responsible Individual is James McCabe. James is an experienced residential practitioner and nearly 10 years' experience working in residential children care settings. James is a strategic leader delivering excellent Ofsted outcomes for non-complaint children's homes and supporting newly progressive care homes within the statutory and regulatory framework. James has previously been a registered manager for different EBD children's homes and has achieved positive judgement's

Additional Qualifications:

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- Designated Safeguarding Lead and Child Protection Training
- Level 3 Diploma in management
- Level 4 in Managing the risk of aggressive and challenging behaviour in the workplace in behaviour management
- Advanced Diploma in Social Work Studies
- Level 5 Diploma in Leadership and management in health and social care and children and young people
- Working towards completing the Level 7 Extended Diploma in Strategic Management.
- Enhanced Member of the British association of social workers (BASW)
- Member of the Chartered management institution (CMI)

The Home Manager - Sarah Tongue

Tulip House Address: Oxford

Email: sarah@careacre.co.uk

Sarah Tongue is the home manager and has worked in roles for children and young people for over 10 years. In 2014, Sarah completed a social work BA Hons degree in social work. In 2016, Sarah completed the level 5 diploma in Leadership and management. Sarah has been a Home Manager for over 4 years and in previous roles has been the named individual to work with specialised CSE cases.

Sarah has contributed towards Tulip House's core documentations and the registration process.

Additional Qualifications:

- SEN Behaviour Autism
- Student's Volunteering Gold Award
- Personal Safety Training Southampton Council
- Sexual Exploitation Barnardo's Training
- CSE training from NSPCC
- Child Protection Training Southampton Council
- Team Teach
- First Aid
- Medication Administration
- Radicalisation
- Preventative duty
- PACE
- DDP level 1
- Designated Safeguarding Lead (Level 3).

9.2 Details of the experience and qualifications of staff, including any staff commissioned to provide education or health care.



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Our Staff

| Carer's Initials | Role | Experience | Qualifications |
|------------------|-----------------------|--|--|
| BI | Deputy Manager | BI has extensive experience of working with children and young people. She has managed a number of unregulated provisions for young people. She has worked with mental health, emotional, behavioural and social needs for over 5 years. | -Level 3 Children and Young People's Workforce (Social Care) -BSc Psychology: 2:1 MSc Mental Health: Psychological Therapies -Level 5 Leadership for Health and Social Care and Children and Young People's Services (Children and Young People's Management) |
| EB | SRSW | EB has worked over 4 years in a provisions for young adults with Autism in residential care. EB has worked with young people who have additional needs including behavioural difficulties. | <ul style="list-style-type: none"> - Level 3 in children and young people in residential care. - Mandatory courses |
| AB | SRSW | AB has over 10 years of experience working in the care sector. Extensive experience working around county lines, self-harm, absconding and teenagers exploited through drugs. | <ul style="list-style-type: none"> - Level 3 in children and young people in residential care. - Mandatory Courses |
| TS | RSW | TS has extensive experience of over 10 years working with children and young people in residential care | Person centred Counselling Level 3 <ul style="list-style-type: none"> - PG Diploma in Social Worker – in progress - BA Education & Theology and Religious Studies |
| PA | RSW | PA has worked with children and young people for over 6 years. She has worked with children and young people who have differing needs including learning disabilities and emotional or behavioural needs. | -Person Centred Counselling level 3 -BA (HONS) Community Development and Youth Work. - Working towards a level 3 / 4 Diploma in young people in residential care. |



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| | | | |
|-----------|------------|--|--|
| SK | RSW | <p>Ex School Governor and Teacher, working with children and young people with SEND and learning difficulties since 1999. Worked in schools that were subject to Special Measures following Ofsted inspection. SK has worked very closely with professionals to ensure safeguarding measures and policies were improved to secure the required improvements.</p> | <ul style="list-style-type: none"> - BA Honours in English - PGCE – qualified teacher - Working towards a level 3/ 4 Diploma in young people in residential care. |
|-----------|------------|--|--|

We are committed to ensuring that our staff team have been given the necessary skills to meet the individual needs of our young people through an extensive programme of in-house and external training.

All staff members engage in the Reflecting Team sessions with our young people. We adopt a transparent and reflective approach to our practice to encourage the development of insight and the ability to promote effective and lasting change for each of our residents. Our dedicated support workers will also be allocated key workers and will have areas of specialism which include managing challenging behaviours and applying positive handling techniques. This ensures that each person is able to benefit from continuity of support from the designated staff member who all remain fully appraised on developments for the children in regular supervisions.

The Home Manager is able to draw upon and deliver training, professional experience and allocate appropriate roles to drive the quality of practice to high standards, to achieve the desired goal of optimising the potential and resilience of the young people within the home. This is achieved by implementing clear, consistent expectations whilst promoting a culture of learning and accountability. All staff attend training that not only covers the mandatory requirements of the Quality Standards but also specialisms that are required to meet the needs of individual young people.

All new staff undertake a six-month induction process, as part of their six months' probation training and automatically will be enrolled to all statutory and specialised training. This will be monitored by the Home Manager through the supervisions and mentoring process. Those who have not already achieved a Level 3 Diploma in Children and Young People in Residential Care or equivalent will automatically be registered to undertake the course within 6 months of employment once they have their probation confirmed. Each staff member will be required to complete their diploma within 2 years- schedule.

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All appointments are conditional on receipt of the following satisfactory checks:

- Disclosure and Barring Service at the appropriate level, which includes checks of the Protection of Children Act List (POCA) and Protection of Vulnerable Adults List (POVA)
 - Occupational Health Check (where necessary)
- Two references, one from a current employer and, where possible a statement from each referee as to their opinion of the person's suitability to work with children. All references are verbally verified with referees
- Full employment history and checks for any gaps in employment
- Identity Checks
- Checks of any required and relevant qualifications
- Checks to confirm the right to work in the UK; and
- Where the person has lived outside of the UK, further checks are considered appropriate.

The whole process is carried out in line with Tulip House's Equal Opportunities and Recruitment and Selection Policy.

Staff training needs are identified through the on-going process of statutory obligations and the internal process of supervision, team meetings and appraisals. Staff may be required to undertake more specialised training and aim to work closely with Therapists who will undertake bespoke training for the staff team so that we can relate as much as possible to the young people that we support.

9.3 Staff Contingency Arrangement

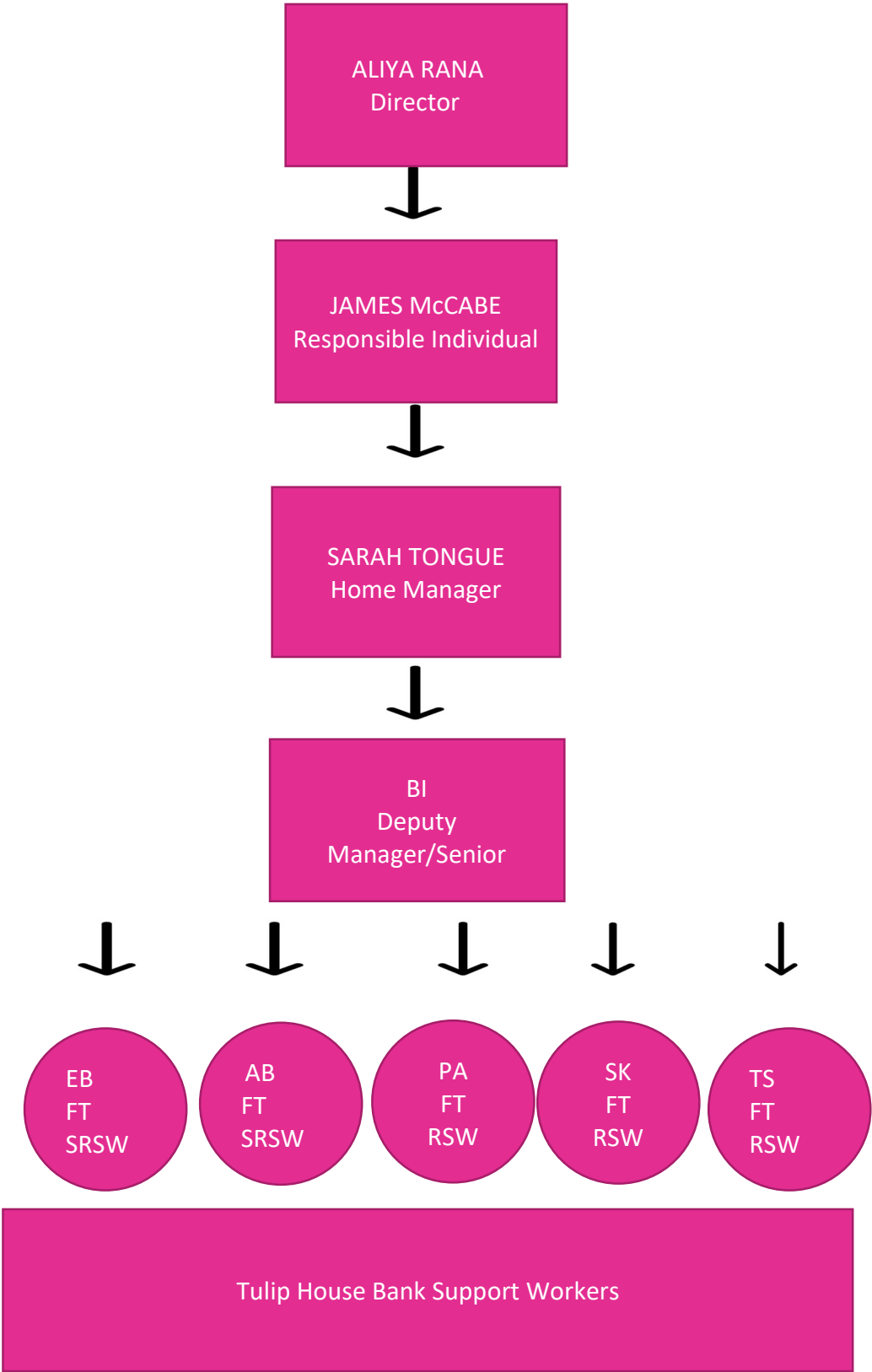
The Home Manager will put out the rotas to cover a period of three months. This allows any annual leave to be covered effectively. In the event of a member of staff leaving their position the Home Manager works in partnership with the Responsible Individual and/or director to shortlist, interview and appoint new staff. The rota is adapted within budgeted hours to meet the needs of the home on a daily basis. Budget hours can be reviewed if young people require higher staffing levels. Where there is staff sickness/ or a shortness of staff this would usually be covered by our bank staff and any limited over time offered to our permanent members. Tulip House is currently looking to building good relationships with other Residential homes in the area in the hope this allows a supportive system between homes, and the ability to support each other's staffing needs

Details of the management and staffing structure of the children's home, including arrangements for the professional supervision of staff including staff who provide education or healthcare



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Our Organisational & Management Structure



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9.4 Professional supervision arrangements for staff, educators and health care professionals

Tulip House is fully committed to meeting supervision standards as set out in Regulation 33 (4b) of the Children's Homes Regulations 2015. We ensure all staff receive formal 1:1 formal supervision including additional group or observational supervision and records are held by the Home Manager. Performance frameworks are embedded into each staff member's supervision, to ensure a high standard of service is provided. Staff are appraised once a year.

Our staff team consist of a core team who work day and sleeping night shifts. In the event that that additional staffing is required, for example due to additional presenting risks, we will work closely with agency staff providers to supply additional agency workers who will be inducted into Tulip House and read all care plans, policies and procedures.

The purpose of supervision is to create a forum in which staff can be held accountable for their work, receive advice and support on work-based practice, and allow an opportunity to explore personal and continued professional development. Moreover, it ensures that all our young people's needs are being safely met. Additional supervision will be provided especially to new staff as and when required or requested.

We ensure that there are regular weekly staff meetings to keep staff up to date with the young people's development, to share information regarding the reviews of young people, company developments etc. We recognise the value in a joined-up supervision system that provides the opportunity of bottom up and top-down communication. The Home Manager also receives a formal monthly supervision with the Responsible Individual where a discussion will take place about young people's welfare, planning, reviewing, monitoring and evaluation of placement plans and practices. In addition to this, meetings are held regularly to report on practice and operational issues to ensure that there is an effective and efficient application of resources to each young person.

9.5 Gender status of the home and positive role models

If the staff are all of one sex, or mainly of one sex, a description of how the home promotes appropriate role models of both sexes

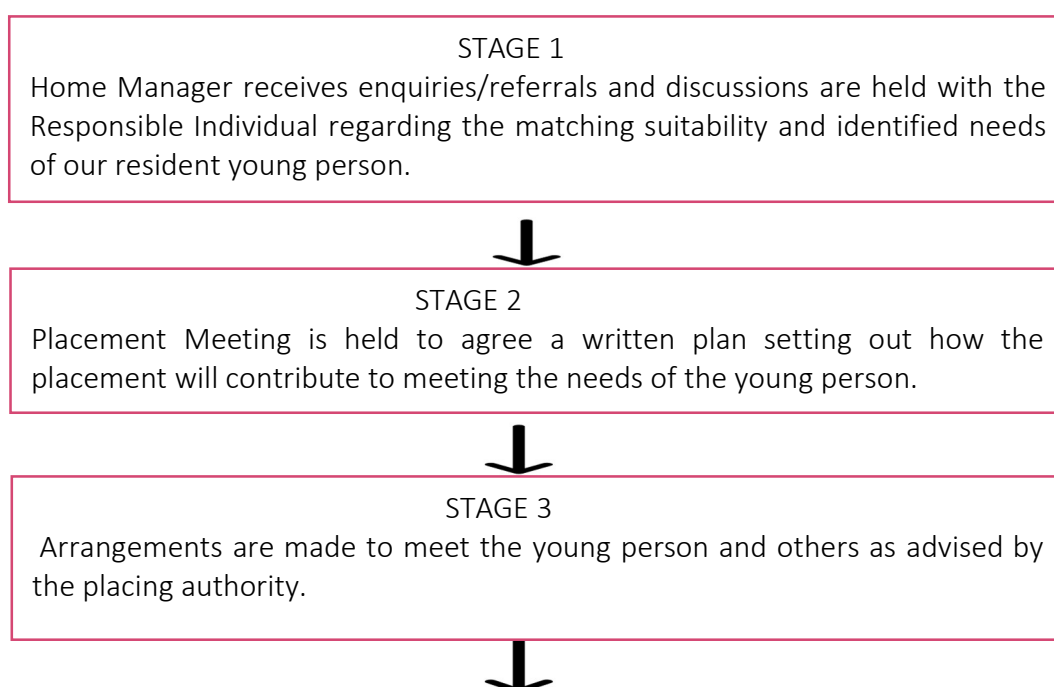
We recognise the importance of having both male and female role models for our young people as diversity of both sexes is crucial to encourage positive relationships.

10. The Care Planning Standard

10.1 Admission Process

1. Admission to Tulip House is carefully planned and organised, both for the young person moving in and for the wellbeing of our young people in residence. Referrals are accepted from local authorities.
2. Every referral is subject to a comprehensive placement assessment where we largely focus on matching suitability which takes into consideration the wellbeing and progress of the individual needs of all the young people already in residence and the level of impact and potential risks any new placements will have. The final assessment will be signed off by the Home Manager .
3. We will endeavour to state from the outset any additional resources necessary to meet individual needs. Similarly, professionals and family will be made aware of the general philosophy of the home and its relationship to the rights and needs of the individual. If a trial period is felt to be appropriate, then the home must be aware of its timescale to meet the specific needs of the other young people and their reactions may also be closely monitored.
4. We strongly promote planned and meaningful transition period and a thorough assessment process which gives some time to our young people to form more positive attachments to our staff. However, we understand that in certain situations we may consider same day placement, and this will only be accepted once our experienced management team have carefully completed a pre-admission assessment and in-depth discussions have been held with our young people in residence and the Placement Team.

Process for a Planned Admission at Tulip House:



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STAGE 4

A pre-admission assessment is made taking into account the educational and care needs of the young person so that we know exactly with the information what the young person's needs are and how we can support them consistently and appropriately. This will be shared and communicated with the IRO.

STAGE 5

A Transition plan is drafted and discussed with the placing authority.



STAGE 6

Placement Agreement is made following an initial visit by the young person who is also given a copy of the Children's Guide.



STAGE 7

On admission the young person will be registered with the local GP, Dentist, optician and a health check will be completed.



STAGE 8

Placement Plan is completed within one week of admission and reviewed at each statutory review, one month, three months and six months into placement.