

Vitality Care LTD



Life Ambition Passion

Vitality Care Statement of Purpose

Name of Home:	Vitality Care
Address of Home:	Croft House Station Road Alton Staffordshire ST10 4BY
URN:	SC
Name of Registered or Homes Manager:	
Type of registration:	Children's Home
Category of registration:	Emotional and behavioural difficulties
Number of registered places:	3
Date of Statement of Purpose	03.04.2018

Contents

1. Statement of Purpose
2. Introduction
3. Aims, Objectives and Philosophy of Service
4. Organisational and staffing structure
5. Facilities
6. Monitoring and reviewing (Reg 44)
7. Engaging with the wider system to ensure children's needs are met
8. The quality and purpose of care
9. The children's views, wishes and feelings
10. Education
11. Enjoyment and achievement
12. Health and wellbeing
13. Positive relationships
14. Protection of children

15. Leadership and Management

16. Care Planning

17. Fire Regulations

The Children's Homes (England) Regulations 2015

1. Statement of Purpose

Schedule 1 of the Children's Homes Regulations requires every Children's Home to compile and make available a written Statement of Purpose.

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.

(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

(c) The parent of any child accommodated in the children's home

(d) The Placing authority of any child accommodated in the home ; and

(e) In the case of qualifying school, the secretary of state, and Her Majesty's Inspector of Schools in England

(3) The Registered Person must -

(a) Keep the home's 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.

(4) Where the home has a website, the person must ensure a copy of the revised Statement of Purpose is published on that website unless the registered person considers that such publication would prejudice the welfare of children in the home.

(5) Subject to paragraph (6), the registered person must ensure that the home is at all times conducted in a manner which is consistent with its statement of purpose.

(6) Nothing in paragraph (5) or regulation 46 (review of premises) requires or authorises the registered person to contravene or not comply with;

(a) any other provision of these Regulations or;

(b) any conditions in relation to the registration of the registered person under Part 2 of the Care Standards Act 2000

2. Introduction

Vitality Care was registered with Ofsted in 2018.

Alison Fitchford-Raji is the Registered Individual who was eager to set up a children's home after much experience in the foster care field. Both she and her husband Paul have cared for children and young people on a respite basis being the primary caregivers to children with complex needs. The role has been both demanding and challenging but most of all rewarding. Foster care is a way of providing a family life and to help both the child and their family through a difficult period in their lives. Due to this experience, Alison and Paul strived to build a home that could offer the same opportunities.

The home cares for children and young people aged 8-18 years of either gender who present with social, emotional and behavioural difficulties. We care for children who have a range of complex needs including sexualised behaviour and mental health who are of mixed gender, race, background, religion, disability, sexual orientation and a range of experiences.

The home provides emergency, medium and long-term placements for children and young people however, emergency admissions will only be accepted should there be no other young person in placement as we pride ourselves in ensuring the young people are suitably matched.

Vitality Care provide opportunities for children and young people to learn and grow in an environment that provides stability, security, structure, routine and life experiences. Each young person will feel valued, listened to and encouraged to express their emotions in a positive way.

Staff pride themselves in delivering a nurturing service that allows young people to feel safe and important. We value that all young people have a voice and choices that allow staff to be transparent and tailor all care plans around their individual needs ensuring that the aims and objectives of placement are being met and achieved.

All young people need help guidance and support as they grow and develop. Staff at Vitality Care are determined that not only are young people safe but that they feel safe. This is achieved by believing in the young people, trust and building on positive relationships.

3. Ethos, Aims, Objectives and Philosophy of service

Our Ethos is to support and encourage all young people to experience a journey in their lives that's filled with positive memories, values, love and laughter.

Vitality Care offers a new chapter in all individuals lives that provides opportunities to learn, grow and experience a healthy, safe lifestyle.

Vitality Care seeks to achieve positive outcomes for young people by delivering a framework of quality. This is achieved by employing staff who are experienced and are active role models with excellent morals, values and ethics.

We take pride in our service by encouraging young people to be independent and learn to be responsible by respecting all members of society irrespective of age, gender, disability, race, sexual orientation and ability.

Vitality Care aims to achieve this through the following key objectives:

- *Education*
- *Interaction*
- *Positive Role Models* -
- *Offering new life experiences, opportunities and ventures*
- *Providing an environment that is safe, nurturing and tailored to meet all individual needs.*
- *To manage risks and allow the young person to take reasonable risks.*
- *The young person to be involved in their overall care with relevant others and those who are important in their lives.*
- *Multi-agency working*
- *Take on board the views, wishes and preferences of all individuals*
- *Monitoring, evaluation and feedback*

- *Investing in the staff team to recognise the importance of development and progression via training, supervision and support.*

4. Organisational and Staffing Structure

The staff ratio at Vitality Care is 1:1 for each young person depending on their needs or risk assessment. Where required a staffing ratio of 2:1 will be implemented in order to meet the needs of the young people and home. As a team we recognise the importance of keeping the young people safe.

The staff team at Vitality care have a wide range of skills, experience and knowledge to assist in the overall quality of care to the young people. The team are also made up with an experienced, professional bank team who are involved in the day to day running of the home. The team has a good balance of both male and female workers who are a diverse group.

Registered Individual;	Registered Manager;

Deputy Manager	Senior Residential Care Worker

RCW	RCW	RCW	RCW

Bank Staff	Bank Staff	Bank Staff

Testimonials;

--

5. Facilities

Vitality Care offers a homely family environment for up to 3 young people. The home has 4 bedrooms which offer the young people comfortable and safe surroundings.

The home is located in a rural location of Staffordshire and is in a geographical area that offers easy access to the local amenities such as the town centre, villages, Peak District and leisure pursuits. All of which are accessible by car or public transport.

Further information regarding the home, the local recreational facilities and opportunities can be found in the Young Persons 'Welcome Pack'.

6. Monitoring and Reviewing

The home has a skilled regulation 44 officer who visits the home on a monthly basis and carries out a report on the conduct of the home. These visits are unannounced in order to provide a sense of how the home is run on a day to day basis. The visits allow the manager and staff to review effectiveness and assess the strengths and weaknesses of the home by evaluation.

In addition to these visits, the homes managers oversees the welfare of the young people and carries out a regulation report twice per year to ensure continuous improvement and sustain good practice.

7. Engaging with the wider system to ensure children's needs are met

The home recognises that in order to achieve positive outcomes for our children and young people we need to work in partnership with multi-agencies.

Vitality Care has high quality care in place such as an experienced, skilled staff team who all have the same ethos and philosophy in mind. In addition, the home has an independent Counsellor who is available for 1:1 support for the young people in our care.

The admission process of all children and young people is carried out in a planned way to ensure minimum disruption. We recognise that many children have had several placement moves which have been out of their control therefore, it is essential to work with multi-agencies to make sure the placement and young person fit the requirements along with aims of placement.

The home works with the placing authority and key people to ensure all relevant documentation is received along with risk assessments for Vitality Care to carry

out a compatibility risk assessment. This assessment details all relevant information including risks of anti-social behaviour, sexualised behaviour, harm to self and others, drug and alcohol misuse. Included, will also be information on age, gender, background, education, health, cultural, social and emotional needs.

To ensure that all admissions are right for the home we encourage a visit. This assists in gathering further information and allows the young person to have a voice and a choice of where they will be living for either the short or long term.

The young person will be offered a tour of the building and introductions to the staff team. The Young Person's Welcome Guide' will be issued and fully explained to all individuals. If a young person needs help understanding the information such as by pictures or translation to another language we will endeavour to support this through whatever needs necessary. The expected standards of behaviour will be discussed as often as necessary to ensure that the young person has understood what to expect from the placement including rules and boundaries.

Any valuables can be stored safely at the request of the young person.

Although admissions to Vitality Care will always aim to be planned, there will be occasions where it is essential to accept emergency referrals. This would only occur should there be no other young person in placement and we will however, recommend that an assessment period of one month is required to be able to assess all aspects of the young person's integration socially, physically and emotionally.

We consider working with any young person who is experiencing difficulty in their life. Young people at Vitality Care often display emotional and behavioural difficulties and a range of other complex needs such as attachment difficulties and mental health.

Treat children as though they are already the person they are capable of becoming!

8. Quality and Purpose of care

Vitality Care provides personalised care for all children and young people. Placement plans and care plans are tailored to meet the individuals needs regardless of gender, religion, background, ethnicity, sexual identity, mental health and disability.

The home is a welcoming warm environment with staff who pride themselves in supporting and accommodating individual needs.

Children and young people have access to all areas of the home unless otherwise stated such as reasons to safeguard the young person. In these cases, risk assessments are in place to identify risk, reduce risk and put preventative measures in place.

Moving to a new placement is a difficult time for any child or young person therefore the transition is a clear steady one in order to bring comfort and reassurance to the individual.

We value all children and young people as individuals and treat them with the dignity and respect they deserve. We recognise that they may not have experienced a home life that has met their basic needs so we make sure we go above and beyond in making any young person feel comfortable and safe. In addition, staff take appropriate steps to ensure young people are not discriminated against or bullied at home or in the community.

At Vitality Care the staff provide a family environment with routine, structure and boundaries. The young people are encouraged to take part in the day to day arrangements such as meal planning, activities and young person's meetings.

Personalised care is promoted by means of life story work and encouraging the young people to build a trusting relationship with the staff. Memorabilia is an important part of any young person's journey and with this in mind we ensure memories are made by means of promoting a life of fun and laughter. Certificates of achievement and photograph's aid with memorabilia.

There is no excuse for delivering poor care!

9. The Children's Views, Wishes and Preferences

At Vitality Care we aim to deliver a service that promotes the welfare of children and young people. It is important to recognise what is working well as a home and areas of improvement. To assist in the effective delivery, we consult with children and young people regularly by asking for feedback and responding to their needs.

The young person's guide is an important document for the individuals to provide their views in order to comment on what they would like to see included. The guide provides useful information on advocacy services and useful contact details such as the Police, Social Workers, Independent Reviewing Officers, advocates and additional helplines such as child line to meet individual needs.

The young person's guide is made available prior to placement with an explanation of contents. The young person's guide is age appropriate and details what Vitality Care is all about. For young people who have difficulty understanding the guide or those who are unable to verbalise are offered support such as advocates and interpreters.

The Complaints procedure is equally as important so that the young people are aware that they have a voice that will be heard. There is a copy of the complaints procedure in the young people's welcome guide which is also available around the home for young people, their families and visitors to the home.

Staff support all young people with complaints and offer appropriate representatives should they wish. Complaints are dealt with within a reasonable timescale as per homes policies and procedures, all of which are dealt with professionally and responsibly.

A clear written response will be given to the complainant detailing progress of the complaint or details of the outcome. A complaint relating to the Registered Manager may be addressed to the Registered Individual or Ofsted, the address is available in the office, on the young people's notice board and also within the Welcome Pack.

Staff members ensure the young people are not in fear of making a complaint or suffer any form of punishment as a result of making a complaint. All complaints will be handled professionally, recorded and referred to The Director.

We are however, committed to resolving issues as they arise and aim to resolve all grumbles and complaints informally. Staff have the necessary skills and training to ensure all complaints are taken seriously and acted upon appropriately.

Any complaint that is deemed to be an allegation of sexual assault, physical assault or any other serious matter will be dealt with formally by Staffordshire's Safe Guarding Children and Young People Team.

All complaints made by the young person are notified to the placing authority and, in accordance with legal provision, their parents/persons with parental responsibility.

Children and young people are supported in their reviews and encouraged to speak up about their feelings and decisions for both present and future. By taking part in the looked after children's reviews, individuals have the opportunity to discuss all aspects of their care including education, health, safety, social interaction. Leisure and wishes.

Privacy is important for all children and young people so they are encouraged to personalise their personal surroundings to allow them comfort and safety. From time to time there may be situations where privacy is limited but, this will always be discussed with the young person who will be supported to understand the reasons for extra measures in place.

We ensure children and young people understand their rights as a looked after child and advise them of the contact details of the children's commissioner. Information can be found in the young person's welcome guide.

Differences of opinion are opportunities for learning!

10. Education

When a young person comes to live at Vitality Care we will discuss their educational needs and arrangements with the social worker and placing authority. This is in the hope that the young person is already in full time education. Should this not be the case, we ask why and make every effort to find a suitable educational provision to suit the needs of the young person. We recognise that some young people have missed out on long periods of education or been dismissed from school due to risk taking behaviours however, every young person has a right to be educated therefore, the home works closely with schools, pupil referral units, specialised provisions and colleges.

Each young person has a placement plan which outlines the needs and support for young people to promote education and set out clear targets and outcomes. In addition to this, each young person will have a Personal Education Plan and pathway plan for when they reach 16 years of age. For young people with additional needs an Education Health Care Plan will be in place.

Virtual school heads are in charge of promoting the educational achievement of all looked after children for their authority therefore, we encourage and

promote effective information sharing in order to achieve the best outcomes for our children and improve educational progress.

Education is encouraged both in and outside of the home where we promote and provide Outdoor Pursuits should the need arise including outward-bound trips. Outdoor activities promote life, social and emotional skills as well as providing self-esteem, trust and confidence. Such activities can lead to possible Duke of Edinburgh Awards through the Virtual School which are Education mentors often referred to by the pupil referral unit.

For outdoor activities that request skilled staff and an AALA (adventure activities licensing authority) License, we use clubs with professionals, DBS certificates and risk assessments all of which are checked prior to any activities taking place. This is to ensure the experience is a safe one and in line with health and safety procedures.

The staff at Vitality Care equally have an important role to play in supporting the young person's educational needs therefore, provide opportunities to take part in social and leisure activities such as expanding on their individual talents or promoting new ones which enables independence, apprenticeships, development of social skills and networking.

Fulfilling potential is not only an educational achievement for children and young people, it is recognition that we believe their dreams can be achieved for their future lives as adults.

Learning opportunities are carefully crafted so that education is not rushed or judged but is enjoyed and achieved.

Education is the most powerful weapon we can use to change the world!

11 Enjoyment and Achievement

All young people are encouraged to participate in activities both in and outside the home where they are offered a wide range of leisure pursuits to suit their individual needs, hobbies and interests.

Prior to any activity taking place, a risk assessment is carried out and permission gained from parents or the placing authority. We treat all young people equally and offer what other peers of their age are taking part in unless deemed as a risk which is explained to them fully.

The home is located in an area where we are close to the local town centre and the great outdoors of the Peak District. All information of what's on in the area can be found in the young person's guide which provides all young people with a variety of options to enable them a choice of new activities.

The home celebrates all achievement of the young people by means of certificates, praise, photos and rewards to include trips and celebration days.

In addition, the home recognises that all individuals celebrate different cultures and religions therefore, we promote this by means of food exploration and celebration days where both staff and young people are encouraged to take part in order to learn equality and diversity of others.

School trips are encouraged for those young people who not only have a school placement but for those who are not yet in any educational provision. Along with this, other clubs are encouraged such as youth clubs, cadets and volunteering for charitable organisations.

During celebrations in the home, we hold coffee mornings to raise money for charitable events which in turn raises awareness to the young people of those who are in need of help and support. The young people choose and research who they wish for the proceeds to go to and are encouraged to visit the organisation with a cheque enclosing the amount raised.

Life is a journey with lessons to be learned and experiences to enjoy!

12 Health and Well-being

All health needs of the young people are tailored to the individual which will be detailed on health care plans, Education health care plans, placement plans and care plans. These will include the young person's medical history, parents involvement, Dentist, Optician and specific medical conditions such as allergies, dietary needs, treatments and services from therapists and other agencies including substance misuse services. These plans are reviewed regularly detailing targets, risks and outcomes.

Young people are encouraged to follow a healthy balanced diet and will be involved in menu planning, preparation of food and cooking. Not only will the young people be encouraged to participate in the menu planning but they will be educated on a healthy lifestyle.

Physical health is an important aspect of emotional health as it is a great way to improve mental well-being, identity and self-esteem. All children and young

people are encouraged to take part in activities outside the home such as the gym, youth clubs, yoga, dance, cadets, walking, running and socialising. Physical health is a good coping mechanism which embraces good self-care skills and fulfilling creativity by means of socialising with friends and family.

Staff ensure the right support is in place for sexual health needs, drug/alcohol abuse, smoking and emotional well-being. To promote this, we take a TAC (team around the child) approach and work in partnership with health services including CAMHS, Art Psycho-therapists, in house Counsellors and Cessation nurses. These services help children and young people who have or are experiencing trauma and difficulties with their emotions and behaviour.

The home has a locked medication cabinet for the safe keeping of prescribed and non-prescribed medicines along with a controlled medication cabinet in the event of controlled drugs. Permission is gained from those who hold parental responsibility of the child for staff to administer first aid and medication. Dependent on risks, young people are encouraged and offered to administer their own medicines with the support of staff who ensure this is carried out safely following the instructions and directions of use. The staff are trained in first aid and the administration of medication and have policies in place for guidance along with relevant records for administering, managing and the disposing of medication. Additional training held is self-harm and attachment and trauma.

Health is a state of physical, mental and social well-being.

13. Positive relationships

Vitality Care involves everyone in **anti-discriminative practice** and are pro-active in our approach to educate all others on the importance of equality and diversity.

We treat everyone fairly and with the respect they deserve regardless of age, gender, religion, disability, culture, race, colour, ethnicity and sexual orientation.

We do not accept any form of discrimination and will challenge appropriately should this arise. Staff have a responsibility to take action and where necessary, services such as the police will be contacted to assist in any breach of the above.

Children and young people will be educated around the consequences of actions as staff promote an anti-discriminative workforce and home environment.

Behaviour management plans and policies are followed and adhered to which identifies methods of managing negative behaviour. Staff consider and understand factors that may affect individuals motivation to behave unacceptably. Staff manage conflict appropriately in line with protocols and at a level and understanding suited to the individual.

To enable staff to de-escalate any form of conflict or challenging behaviour, they are trained in 'restraint, restorative practice and behaviour management'. All responses to negative behaviour is handled professionally and where 'restraint' is required, this will only be used as a last resort in order to protect everyone's safety. Where restraint is used, a debrief will take place with those involved and where necessary the police will be contacted to assist in helping the young people to achieve socially acceptable behaviours and relationships.

Staff are active role models and work hard at providing a constructive, warm, nurturing environment which promotes positive behaviour and in turn provides a foundation for managing negative behaviour. Staff manage negative behaviour professionally and calmly by responding in a non-confrontational manner.

Bullying is not tolerated and the staff will go above and beyond to ensure everyone feels happy, protected and safe! Staff are trained in behaviour management and will ensure all episodes of bullying are addressed with the individual or group and will update the behaviour management plan which will include positive solutions and guidance. Anyone who is being bullied will be fully supported and given the option to make a complaint. Staff and Key workers will monitor such behaviour and ensure anyone who is bullied is being supported by offering advocates, counselling, key work sessions and young person's meetings.

Any conflict is dealt with within a reasonable timescale in order to prevent further occurrence.

The home has high expectations for children, young people and visitors in the home. Standards are transparent and provide clear boundaries and expectations of what is deemed as acceptable and unacceptable behaviour.

Staff work hard educating the young people with healthy relationships and support them to understand what is deemed as unsafe. In some cases, young people are vulnerable to exploitation and harmful relationships. Guidance and support is provided by the staff who ensure the young people have an awareness of what is a positive relationship.

The home works closely with the placing authority of each young person taking in to account historic events so that the arrival of any young person does not have a lasting impact on any peer, the home or community. Multi agency working enables the home to have an understanding of what is in place in relation to family and friends contact along with other acceptable social relations.

The young people are encouraged to form positive relationships with each other and are supported to understand the importance of 'healthy relationships' with peers, siblings, family members, visitors, professionals and staff. If deemed safe to do so, young people are encouraged to spend time both in and out of the community with friends where plans can be put in place for the arrangements of overnight stays. In such cases, staff work with the relevant agencies in ensuring the aims and objectives of the placement are being met by means of placement plans, risk assessments and care plans.

All **complaints** are taken seriously and addressed in accordance with the homes complaints procedures. All individuals have a right to make a complaint which is readily available to children, young people, staff, families, multi-agencies and visitors to the home. The complaints procedure is clearly explained during the admission process and copies are available in the young person's welcome pack.

Where possible, staff will endeavour to resolve any low level complaints informally as they arise however, should the complaint be more formal and serious the full procedure will be followed and the registered manager will oversee the procedure is being followed and acted upon.

A clear written response will be provided to the complainant detailing progress and outcomes all of which are within the correct timescales.

In cases where a complaint is about the registered manager, the registered provider will be notified and in cases where the complaint involves the registered provider, Ofsted will be notified. All of which are detailed in the young person's pack.

Any complaint that is deemed a safeguarding matter such as assault and allegation will be referred to the local children's safeguarding board who will address this formally.

All complaints are handled professionally, seriously, recorded and reported to relevant others including the young person's placing authority.

Children's Rights are important to us at Vitality Care and we recognise that some children and young people have experienced situations where they have

been let down or their rights denied. It is our aim to ensure all young people feel protected by encouraging their views, wishes and preferences.

We aim to;

Promote children's rights,

Promote individuality,

Promote life story work,

Help children to understand their rights,

Encourage life choices and decisions about their life,

Encourage views in young people's meetings, key work sessions and LAC review,

Ensure children and young people are aware of how to access services such as advocates, substance misuse, LGBT (lesbian, gay, bisexual, transgender) and mental health services.

The children's rights Commissioner is;

Annie Longfield, 0800528 0731, advice.team@childrenscommissioner.gsi.gov.uk

Office of Children's Commission, Sanctuary Buildings, Great Smith Street, London, SW1P 3BT

We accept the past, support the present and encourage a positive future.

14. Protection of children

The home is located in a rural area which protects the young people from hazards and minimises risks of absconding.

A location risk assessment is available which evidences arrangements and strategies that are in place to safeguard the young people at Vitality Care. The risk assessment includes the neighbourhood, any anti-social behaviour, characteristics of the home, environmental factors and the location. Such information is collated by the police, education, health and safeguarding boards.

The home works within the guidelines set out by Staffordshire Safeguarding Children's Board, The Quality Standards and Children's Homes Regulations. This ensures that child protection is maintained as a priority by all employees of Vitality Care. In addition, Ofsted's framework and guidance are followed.

The homes manager ensures that all staff are familiar with the safeguarding of children and young people by means of reading and signing policies and

procedures along with annual training on the protection of children. The home follows the Care Certificate/Children's Workforce Development Plan when inducting new staff to the home. All child protection concerns are addressed immediately and discussed in supervisions and staff team meetings.

The home operates a robust recruitment process and as part of the safer recruitment guidelines, staff are vetted in line with safeguarding procedures and will have a clear DBS certificate and references prior to commencement of their role. Staff are asked to join the update service in order for the Manager to carry out on line status checks. In addition, the local LADO is contacted to ensure any new staff member is safe to work with children and young people.

The home promotes 'working together to safeguard children' and the 'whistle blowing' policy works in line with the 'Francis Report/Freedom to speak up' and 'Duty of Candour'. This enables the home to be transparent and provide accurate, truthful information regarding the safety of our young people and those agencies working with them.

The **Local Designated Officers** contact details are available for staff;

paul.davies@staffordshire.gov.uk 01785 854019

MASH team SRT@stoke.gcsx.gov.uk 01782 235100

The local **Child Exploitation Team** is based at Staffordshire Police HQ

angela.davenhill@stoke.gov.uk

Call 101

Anti-Radicalisation

From 1st July 2015, schools and education providers have been required to prevent young people from being drawn into terrorism. Staff must know how to identify children who are at risk of radicalisation and what to do if children are identified.

To enable awareness in this area, staff are required to attend the **PREVENT** training course or **EXTREMISM** and **TERRORISM** which is in line with the latest government guidance and fulfils the safeguarding outcomes as specified by **Ofsted**. Training providers used are CAN training and workshops from the local police.

The **Awareness of Prevent course** covers: an overview of *Prevent* as part of the Government's counter-terrorism strategy, legislation and guidance, what makes

children vulnerable, how to identify the risks, *Prevent* as it relates to safeguarding and how and when to report concerns. The course includes case studies, a glossary and useful links and downloads, for further reading or to keep as handy references. The staff have access to **HM GOVERNMENT** Channel Duty Guidance which is for panel members and partners of local panels. The Guidance helps all staff to protect vulnerable people from being drawn into terrorism.

When making a referral to channel panel contact the home office press office on 020 7035 3535

The local community cohesion officer is Shahzad Tahir who can be emailed on Shahzad.Tahir@stoke.gov.uk he is the Prevent lead at Stoke.

For Staffordshire the contact is Becky Murphy who can be contacted on becky.murphy@staffordshire.gov.uk 01785 854428

Disclosures;

All disclosures be dealt with professionally and taken seriously. Staff will not be permitted to ask leading questions only open-ended questions. Staff will not make false promises to the young person however, confidentiality will be followed and all information on a need to know basis will be passed on to the relevant authorities.

Staff will report to the Registered Manager, Director and the Police any evidence that suggests the young person is involved in Child Sexual Exploitation.

The Registered Manager will work in conjunction with other agencies with regards to child protection issues to ensure that an inter-agency approach is maintained and that the home is not operating in isolation. Local inter-agency protocols on prevention and investigation of child abuse will be followed. .

Missing from home;

Children have a right to be safe and feel safe. Staff support children to be aware of and manage their own safety both in and outside of the home and they have the skills to identify signs that the young person may be at risk. Training, supervisions, meetings, placement plans, behaviour management plans and risk assessments assist with the skills required to identify such risks and the young person is supported to express their views with these plans. The CSE Risk Factor Matrix details actions to take should the young person go missing and be vulnerable to CSE.

Young people will not be permitted to go absent from the home without clear agreement and actions from the placing authority. Young people go missing from care for many reasons and it is our duty to ensure the young people experience a positive stay at the home educating them on personal safety and the understanding to take 'reasonable risks' as opposed to 'risk taking behaviour'

The home follows the homes missing from care procedures and risk assessments in place along with the areas protocols and young persons local authority. Together, we aim for the young person's individual's needs to be met.

The local SPOC (Single point of contact) works closely with the home and provides the staff with relevant updates including risky areas, people and CSE hot-spots.

Recent updates to missing from care procedures include the reporting of a 'concern for safety'. This means that if we are aware of the young persons whereabouts but do not give permission due to risks, we are able to contact the police to impose a 'concern for safety'

The home follows all missing procedures in line with the local authorities guidance. Such information includes;

- Where the young person is going
- Who are they meeting
- A contact telephone number and address
- What provision has been made for their travel
- What risk assessment has taken place(by the staff team)
- What time are they due back to the home
- The young person's signature

Should the young person fail to return by the agreed time then the Registered Manager should be informed in the first instance. The Police, placing authority and parents (where appropriate).

Staff on duty will follow the missing from home risk assessment and make every effort to contact the young person and those others we have telephone numbers and addresses of. Whenever possible and if deemed as safe to do so, staff will search the local area and visit the known addresses before updating the police.

The home will work with the Police and assist in filling out the missing person's form providing an up-to-date photograph of the young person. On return to the home, the unauthorised absence or missing will be discussed with the young person and appropriate action will be taken. The action will be specific to the incident and the young person's legal status. Written records will be kept of all instances of unauthorised absences and will be recorded on the young person's risk assessment. These absences will be discussed in the young person's review.

Staff follow the Missing from Home protocol and Missing from Home Risk Assessment in the event of all unauthorised/ missing absences. **Alex Along or Keris Bailey** (contact number 01782 237106) are the areas missing from home support workers who conducts the return to home interviews following a young person's absence. The service is currently known as CATCH 22.

CATCH 22 are asked by the young person's local authority to independently support children and young people who have been reported missing from home or care. This is in addition to the police carrying out a safe and well check.

The safety of staff and young people;

The staff to young person ratio is 1:1 or 2:1 where required and dependent upon risks. We are committed to high levels of supervision and will endeavour to get the balance right when dealing with vulnerable young people.

At Vitality Care we are committed to building **positive relationships** with the young people we work with which can be **achieved** by involvement in social interaction such as activities, feedback, meetings and reviews.

Everyone is responsible for protecting children

15. Leadership and Management

The home promotes continuity of care by employing a team of staff who are knowledgeable, experienced and qualified. The manager leads a staff team who are committed in providing high quality of care encouraging staff to follow the ethos and philosophy as mentioned in the Statement of Purpose.

The manager has a key role working with agencies and organisations to ensure the quality standards and children's homes regulations are being met.

The manager ensures the home is run effectively by monitoring the quality of care given to the young people by carrying out a Regulation 45 report which includes the strengths and weaknesses of the home.

Regulation 44 visits take place by an independent visitor who carries out a monthly assessment and report on the conduct of the home. The Reg 44 visitor is skilled and responsible for proactively implementing lessons learned and sustaining good practice. In addition, feedback from young people, staff, visitors, families and multi agencies are encouraged to develop areas of improvement and ways which best meet the needs of the young people. Ofsted Inspections and Quality Assurance visits take place to provide judgements of the delivery of care the provision provides. Inspectors evaluate key areas such as the experiences and progress of children and young people made since admission.

A Workforce Plan is available which fulfils the workforce requirements and includes the necessary management and staffing structure including, the experience and qualifications of the staff working with the children and young people at Vitality Care. The staff are encouraged to assess and understand their training needs and development by discussion with the manager during supervisions and appraisals.

The home does not encourage agency workers however, a contingency plan is in place should there be a shortfall in staffing levels. In such cases, the home will use their experienced bank staff before considering agency workers. This helps to monitor any patterns and trends of the turnover of staff.

The staff at Vitality Care understand their roles and responsibilities including decision making. The staffing structure of the home includes a Registered Manager, Deputy Manager and Senior Care worker to assist the residential care staff in the safe decision making on shift.

Leadership is not about crowning acts, it's about keeping the team focused and motivated to do their best!

16. Care Planning

Vitality Care has strong working relationships between staff and each placing authority. Effective care planning is essential in the success of placements therefore the Manager only accepts placements that the home can respond to effectively.

Children and young people are encouraged by staff to see the homes records as living documents. Such documents include daily summaries, risk assessments,

behaviour management plans and placement plans. This enables the young person to have a voice and be involved in decisions made about their care. Placement plans include contact arrangements with families and friends including addresses, contact numbers and plans in place for how often contact takes place. Restrictions will only take place should there be a welfare or safeguarding concern.

All admissions to the home are planned when there is already a young person in placement which is effective in gaining the relevant information to assess compatibility. All plans form the basis of the children and young people's care. To avoid disruption, we as a home ensure we have all the necessary information of the young person to establish what is expected from us as a service. This supports us to meet the aims and objectives of the placement.

Discharges from the home are equally as important therefore, we pride ourselves in supporting the young person to have the necessary skills and equipment for their departure. A steady transition to and from the home is essential for the young person's social and emotional needs. All planned moves from the home are discussed in the young person's LAC reviews with the Independent Reviewing Officer to ensure any move is in the best interest of the young person. The young person is encouraged to express their views and where required staff will advocate for the young person to ensure all concerns are addressed.

The future depends on what we do in the present!

17. Fire Regulations

Fire Precautions and Emergency Procedures

Croft House has a smoke detection system installed to the recognised standard, to comply with the Local Authority guidelines. The alarm system, together with sensors and smoke detectors will be tested and maintained on a regular basis.

- All fire extinguishers are checked weekly and serviced on an annual contract by a reputable supplier.

- All fire doors and means of escape are clearly marked and are kept free of obstructions at all times.
- Flammable liquids and other fire-associated risks are identified by risk assessments and appropriate measures are taken.
- All staff are subject to fire safety training.
- Fire drills are held on a regular basis for all new staff and young people admitted to the homes.
- PAT testing is carried out annually.
- An annual Fire Risk Assessment is carried out by an external professional in line with the Regulatory Reform Act

In the event of a fire, the members of staff on duty will evacuate the buildings in accordance with guidelines defined in the Fire Drill Procedure.

An assembly point is made clear and known to staff, visitors and young people.

To summarise the above, the statement of purpose for Vitality Care has a unique purpose which is to ensure all young people are treated with the dignity and respect they deserve.

We stand united as we make a statement which is to safeguard all young people in our care.
