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**SC036019**  
**Statement of Purpose**  
**March 2022**

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Contents: **Section 1. Quality and Purpose of Care**

- Who Do we Look After
- How Do We Work
- Accommodation Provided
- Where we are
- How We Support Young People's Cultural, Linguistic and Religious Needs
- What Services do we provide
- How We Deal With Complaints

**Section 2. Views, Wishes and Feelings**

- How We Consult Young People
- Our Approach to Anti-Discriminatory Practice
- Our Approach to Children's Rights

**Section 3. Education**

- How We Support Young People's Education and meet their Aspirations

**Section 4. Enjoyment and Achievement**

**Section 5. Health**

**Section 6. Positive Relationships**

**Section 7. Protection of Children**

- How We Safeguard Young People
- Self-harm
- Monitoring and Surveillance
- Going Out
- How We Manage Risk
- Bullying
- Health and Safety
- How We Support Young People With their Behaviour
- Incentives
- Sanctions
- Holding and Restraint

**Section 8. Leadership and Management**

- Contact Details
- Staffing Matters
- Staffing Structure

**Section 9. Care Planning**

- Referrals and Admissions
- On Admission
- Planned Admissions
- Urgent Admissions
- Special Needs Admissions
- What Happens When A Young Person Is Ready To Leave

**Section 10. Photos of the home**

## Introduction

The home is run by Derby City Council, People Services Directorate and is registered and inspected by Ofsted. Regular monitoring visits are carried out by Councillors and Children's Service Officers.

# 1. Quality and Purpose of Care

## Who Do We Look After

The home looks after young people who are in care and can't live with a family or don't want to. They can be between 10 and 18 years of age and we take both boys and girls.

We can take up to a maximum of four young people at a time. Placements may be of any length. We can take young people who:

- Have had a breakdown in relationships at home or in foster care
- Are in care and need to prepare for living independently
- Need support with emotional or behavioural difficulties

We can look after young people who are vulnerable or volatile and whose behaviour can be challenging. We make sure they have a framework of care and education that keeps them safe and supports their development towards adulthood

Where appropriate, we can support young people at home in an outreach capacity so as to support their transition from the home or to prevent them from coming into residential care.

## How Do We Work

We aim to give young people a safe, secure and welcoming environment where staff is focused on meeting their needs. We aim to promote positive attitudes based on self-respect, respect for others and equality of opportunity. We welcome feedback whether positive or negative in order to improve our service. We listen to what young people tell us about the quality of their care and we are constantly changing things to reflect their views. We also work in partnership with parents, carers, relatives and other agencies in order to meet high standards and provide the best care for young people.

At the home we always concentrate on the needs of the young people, with a "trauma informed" philosophy of care.

We place a strong emphasis on providing fair and reasonable boundaries and expectations, whilst ensuring positive structure and routines may have been missing from young people's lives.

Good relationships with consistent care-givers who are also good role models are key to everything we do. We challenge young people's behaviour but we always do this in a way which supports them to make positive choices about their own lives. Young People are given the opportunity to talk with the Homes Manager about any concerns they may have about their relationships with staff.

Each young person has an individual Placement Plan based on an assessment of their needs. They help us to write the plan and are asked to sign it when it is finished to show they agree to it. We identify areas they need to work on when they are first placed with us and record their progress throughout their stay. We aim to help them to progress and improve in all the identified areas. Typically this might include emotional well-being, self-confidence and self-esteem, family relationships and friendships, social skills, behaviour, self-care, health and education.

All young people living at the home have an Independent Reviewing Officer who makes sure that their interests are protected and supported by the home. We encourage all young people and families to attend their reviews and contribute to the meeting. We arrange regular planning meetings as well as statutory reviews. This enables us to monitor the progress of the young person and revise their care plans accordingly.

### **Accommodation Provided**

The home has a maximum of four bedrooms for young people and two for staff respectively. All young people have their own bedroom, with lockable doors for privacy.

As well as the usual bedroom furniture, all bedrooms have a desk for study or homework. Bedrooms have internet access for use of a PC as well as their own TV. The young people are encouraged and supported to personalise their rooms with soft furnishings posters, photographs and personal possessions.

Young people have in their bedrooms an en-suite wet room, including toilet, shower and sink as well as a shared bathroom off the bedroom landing. They also have access to communal areas including a laundry room, kitchen, lounge, dining room, meeting room and games room.

The home has extensive outside grounds, which the young people can enjoy. There is space to play football and a basketball area. There is also an indoor activities room, where the young people can relax, listen to music or play games.

Outside there is a garden which the young people are encouraged to help to maintain and there is space for outdoor games.

### **Where we are**

The home, although close to all amenities, is situated in countryside grounds, with very few distractions. We are in walking distance of all the main bus routes and we have a shopping centre nearby. This centre has a library, chemists, travel agents, medical centre and a large supermarket nearby, amongst other outlets. There is also a secondary school nearby. Young people also have access to nearby leisure facilities, such as a cinema, bowling and Laser Quest and a Sports Centre. The latter offers gymnasium and sporting activities. The area is of mixed housing with some 60% being owner occupied.

The security of the home is well established. There is CCTV to monitor access into the grounds. The boundary of the grounds is fenced and there is adequate night-time lighting around the buildings and grounds to deter unwanted visitors. The buildings are locked and secured each night, as in a family home, to help ensure the safety of the young people in our care. We have good community relations with our neighbours and as a result, we receive very few complaints. Coupled with this, we engage with other agencies to ensure the safeguarding of our young people. We have monthly liaison meetings with our local Police. This is a two-way process so there is information sharing regarding any concerns.

A thorough assessment of the home's location has been completed and will be reviewed at least annually. Information was collected from many sources including Derbyshire Safeguarding Board and Derbyshire Police. The location of the home was judged to be suitable for purpose. As part of the assessment the Home's Manager also completed an action plan to ensure that the children positively benefit from living in the local area and are kept safe from harm.

## **How We Support Young People's Cultural, Linguistic and Religious Needs**

We encourage and support all young people to follow their religious beliefs. Religious and cultural needs are discussed at the referral stage and at pre-admission meetings to make sure that the young person's needs are considered and actions taken to meet recognised needs. We identify any dietary needs and ensure that we buy appropriate food and know how to prepare it. We encourage the young person to attend their place of worship and observe any religious festivals, and we help them to identify friends and community groups which will support them to maintain ethnic and cultural links and strengthen their sense of identity.

## **What Services Do We Provide**

The following is provided as part of the service provided by the home but may sometimes depend on availability of staff:

- Outings, trips and activities
- Visits to teachers, schools, open days and evenings
- Support in school
- One to one key worker support
- Support with homework
- Access to a computer and internet
- One to one consultation with the young person and their family
- Preparation and support to attend statutory reviews and planning meetings
- Attendance at Child Protection and Child Risk of Exploitation (CRE) strategy meetings
- Young people's meetings
- Liaison and joint work with Police, Youth Offending Service, Health, Education and other professionals
- Placement plans updated monthly
- Transport to school
- Educational activities if a young person does not have a full time school placement
- Increased supervision and support to manage assessed risks
- Action to ensure the safety of a child who goes missing
- Attendance at PACE interviews
- Support to attend court

## How We Deal With Complaints

We recognise the rights of young people and their families and value their compliments, comments and complaints.

Many complaints are of a relatively trivial or routine nature and can be sorted out quickly by the workers on duty. Responding to a complaint of this nature simply means listening to what the service user has to say, deciding what, if anything needs to be done and feeding that back. Some complaints are more serious and need to be discussed with other people before they can be resolved. They will be clearly recorded in the electronic Record of Complaints and will be dealt with by the senior person on duty. If a complaint is not satisfactorily resolved by the home it will be investigated by an external line manager. Young people are told how to take their complaint further if they wish to and helped to do so. This is done by contacting:

The Complaints Officer  
Derby City Council  
The Council House  
Corporation Street  
Derby  
DE1 2FS

Tel: 01332 643498

Or

Strategic Director for People Services  
Derby City Council  
Council House  
Corporation Street  
Derby  
DE1 2FS

Tel: 01332 643556

All of the homes' procedures, including Complaints, Child Protection and Behaviour Support, are stored on a regularly updated website and accessed electronically by a link on all staff desktops. Procedures can be made available to any appropriate body or person by printing a paper copy or providing them with the web address.

## **2. Views, Wishes and Feelings**

### **How We Consult Young People**

We try to be flexible and creative about how we involve young people in the running of the home from house meetings, team meetings and fun activities involving all the young people together to individual consultations. We aim to give young people the opportunity to express their views about the day-to-day running of the home, their experience of care and participate in developing new ideas and suggestions. Young people and staff talk about what is going well, what isn't and how we can improve the way we all live together at the home.

### **Our Approach to Anti-Discriminatory Practice**

The home is committed to promoting equal opportunities, valuing diversity and tackling social exclusion. We take positive action to prevent any discrimination or disadvantage a young person may suffer because of their race, religion, culture, gender, sexual orientation or disability. We have a strong anti-bullying policy and work with both the victim and the perpetrator to ensure that any unacceptable behaviour or treatment of a young person is tackled early and not allowed to continue.

### **Our Approach to Children's Rights**

The home works closely with the Children's Rights Service run on behalf of Derby City Council by Change, Grow, Live (CGL). Through CGL we also ensure that all young people know about and have access to independent visitors and advocates. CGL staff work with us and attend occasional young people's meetings. The young people at the home and other homes are all made welcome to attend the Children in Care Council.

## **3. Education**

### **How We Support Young People's Education and meet their Aspirations**

We believe education is the key to future success and achievement. Staff at the home believe that education should be seen as a positive experience and education is always central to every young person's care plan.

We expect all young people to attend school and will take active steps to achieve and maintain full educational attendance.

Staff have an important role in encouraging and supporting young people to fulfil their educational potential. Young people will be encouraged to read a wide range of material for both pleasure and learning.

We provide a room where the young person can do their homework, study or read quietly. We work closely with schools and other education staff to make sure there is appropriate education provision for all young people in our care. We work with schools and colleges to deal with any barriers to achievement as quickly as possible.

Whenever appropriate we keep parents involved in the education of their child and tell them about any developments. Care staff attend as many school events as possible, especially parents evenings and sports days.

If a young person is excluded from their educational placement, we will work with others to support the young person's return to education as soon as possible. The home ensures that all schools follow the correct exclusion process. We will ensure that study materials are in place so that education continues while they are excluded.

The home is supported by a dedicated Specialist Education Support Officer and 'Virtual Head Teacher' who works with staff to improve educational achievement. The home is able to access the services of The Enhanced Care Programme. It is staffed by a multi-agency team, which includes; a teacher, TA's and an experienced seconded Residential Child Care Worker. The programme can help provide extra support for young people to enhance their education timetable or to improve their understanding.

#### **4. Enjoyment and Achievement**

Staff at the home encourage and help the young people to follow their own interests, activities and hobbies.

During evenings and weekends, we organise outings and activities such as going to the park, swimming or the cinema, visits to local attractions, museums and cultural sites. Staff try to vary the activities as much as possible and include any new suggestions from the young people. We also provide at least one holiday a year which all young people are encouraged to join in.

We work with partners in sectors such as education, creative arts, sports and leisure to get young people engaged in specific projects, including drama/art therapy.

#### **5. Health**

Young people in care may have had a chaotic life style and as a result their health needs may have been overlooked. The home is supported by an identified Children in Care Nurse who can, if necessary, have access to a community paediatrician.

The home makes sure that the health and development needs of all young people are addressed as a priority. We make sure that all medical records are brought up to date and that medical, dental and ophthalmic examinations are provided. All young people's immunisations are checked to ensure they are up to date.

We can register young people with the local General Practitioner to oversee their health during their stay.

Health and development issues are raised regularly with young people through one to one consultation and at young people's meetings.

A specialist Children in Care Nurse visits the home to discuss in an informal setting any health concerns the young people may have. She also provides advice for both young people and staff on promoting good health.

The home has good links with Child and Adolescent Mental Health Services (CAMHS) and also "Action for Children" Emotional Health and Wellbeing Service for children and young people in Derby. 'Action for Children' aims to support our most vulnerable children and young people in improving their outcomes and building resilience. We are also supported by this service in delivering training and reflective practice to key staff and partners on the use of brief interventions.

We work with young people to inform and educate them about the dangers of substance misuse. Staff confront the problem as it arises and establish, through group meetings and individual counselling, an education package which makes clear the home's anti-drugs stance. We have good links with the Young People's Substance Misuse Service, "Breakout and Catch 22" utilising these services to also work directly with young people

Staff will also make sure young people know about the dangers of smoking, issues surrounding sexual health and other issues that may affect their well-being. Neither staff nor young people are allowed to smoke in the home.

## **6. Positive Relationships**

Subject to any restrictions which may be in the Placement Plan we encourage and support the young person to maintain contact with their family. Where there are no restrictions on the family visiting a young person at the home, arrangements should be made with the staff. This is to make sure that the young person will be in at the time of the visit. Large numbers of family visitors can be difficult to accommodate so, when making arrangements, these should be discussed with staff.

Staff aim to keep parents and families as involved and informed in line with agreed plans in the care of young people.

We encourage parents to visit the home, their school and, whenever possible, to accompany young people to medical appointments and on shopping trips. We consult parents and other significant adults about all major decisions concerning a young person. A phone is provided for young people to use. A young person can invite a friend over, providing it is out of school hours and that they have arranged it with staff beforehand. Friends are welcome to have a meal, so long as it has been agreed with staff beforehand. A young person may visit friends providing it is appropriate and safe. We always check arrangements for visiting family and friends and keep in touch with both them and the young person to make sure they are safe.

## **7. Protection of Children**

### **How we Safeguard Young People**

The home has a Child Protection Policy, which has been approved by the Derby Safeguarding Children's Board and is available on request. Staff have an important role in protecting young people living at the home. This role includes:

- Enabling young people to disclose abuse
- Protecting them from further abuse
- Reporting abuse appropriately
- Working with the young person, their family and other agencies to keep them safe.
- We also have at least one member of the team who is specifically trained as a Child Risk of Exploitation (CRE) Champion

### **Self-harm**

The Home's Manager will personally monitor all incidents of self-harm and threats of suicide, notify senior line managers as appropriate and engage the assistance of other agencies as necessary.

### **Monitoring and Surveillance**

Staff will engage with and monitor young people as any good parent would do dependent on age and ability. If required by their placement or protection plan, staff will support young people to stay safe and manage risk by more active supervision both within and away from the home. Where assessment indicates that one to one supervision is required, we will provide it subject to availability of staff. The home does not have any equipment for the surveillance of young people but has CCTV to monitor access into the grounds as a security measure and to safeguard vulnerable young people from anyone wishing to harm them.

### **Going Out**

If a young person wants to go out, it is reasonable for them to let a member of staff know where they are going, what they will be doing, who they will be with and what time they will be back. When a young person goes missing, staff will do everything they can to make sure they are safe and get them back safely. Where there are sufficient concerns they will be reported to the Police as a missing person. Derby City Council has a policy formally agreed with the Police on dealing with children who go missing.

Young people who are reported missing are seen by a person independent of the home shortly after their return. Derby has specialist Runaways workers who support young people who go missing. If there is particular concern about a young person who was missing we would call a risk strategy meeting to agree what actions were to be taken to try to find them.

Staff also ask young people who have stayed away from the home without permission if they too would like the opportunity of seeing an independent person.

### **How we Manage Risk**

The home has a CRE Champion. We are alert to the dangers young people face and work closely with Social Workers, Police and other agencies to ensure any risks they face are carefully managed. We support young people to enjoy themselves but to make sensible decisions and take responsibility for their own safety.

### **Bullying**

We do not tolerate bullying and if bullying does occur we work with all young people affected.

### **Health and Safety**

The home gives a high priority to Health and Safety issues. There is a fire precaution procedure which includes daily, weekly, monthly and six-monthly checks and practice evacuations. Staff receive regular fire training and all firefighting equipment is regularly maintained.

The Children's Home has a designated Health and Safety lead who carries out Health and Safety checks regularly. All staff receives first aid training. Care staff also receive training in relation to food hygiene.

## **How We Support Young People With Their Behaviour**

Staff at the home are trained to understand young people's emotional and developmental needs and provide good, positive care and control.

We believe that a settled environment is best achieved by building and maintaining good, caring relationships with young people. Staff are trained to intervene proactively to divert young people from negative behaviours and promote positive behaviours. They work in a flexible way, making sure that young people are able to express anger and frustration without feeling rejected and without impinging on the rights of others.

### **Incentives**

We prefer to reward positive behaviour than to impose sanctions for negative behaviour. Each young person will have an incentive scheme agreed with them. Through this they will be able to earn extra rewards by achieving their agreed behavioural aims.

### **Sanctions**

If a young person's behaviour is unacceptable, staff may need to look at how this will be addressed. This enables residents to see a connection between their behaviour and any consequence. Staff explain all sanctions imposed to the young person and log them. We have systems for senior managers, both internal and external, to monitor this.

### **Holding & Restraint**

If a young person shows extreme behaviour, which could cause physical injury to themselves or others, or serious damage to property, staff may physically intervene to stop the behaviour. We see controlled holding, or 'restraint', as a last resort, once a range of measures have been tried to defuse the situation. All physical intervention is fully recorded and monitored.

All our staff are trained to defuse aggressive situations and avoid the need for restraint through a training programme called Proact SCIP. They also learn how to safely restrain when absolutely necessary. Staff and the young person are fully debriefed afterwards and their comments recorded.

## **8. Leadership and Management**

### **Registered Manager**

Address on request with authorisation

### **Line Manager**

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Address on request with authorisation

### **Responsible Individual**

Sharon Green

Derby City Council

The Council House

Corporation Street

Derby

DE1 2FS

Tel 01332 642740

### **Registered Provider**

Derby City Council

People Services Directorate

The Council House

Corporation Street

Derby

DE1 2FS

Tel 01332 640000

## Staffing Matters

All the staff working at the home have had an Enhanced Disclosure and Barring Service check to make sure that residents are not at risk.

Our staff value and respect the privacy, dignity and confidentiality of residents. They are committed to raising the self-esteem of young people by identifying and building on their strengths.

Our staff support each other in the very demanding task of providing first class care for young people. They also try to put right the problems that young people are experiencing in their daily lives, with health or in education.

There are always at least two staff on duty and there can be more if our risk assessment indicates they are needed to provide a safe placement.

Whoever is on duty, one person is always responsible for making decisions and a senior member of Management is always available for advice and support. At night two members of staff sleep in the home and are on call.

Staff at the home have monthly, planned and structured supervision and regular development meetings with their managers so that they can reflect on their practice and plan for their development.

All staff have the opportunity to develop their skills and knowledge by attending relevant in-house training programmes, external short courses and relevant vocational courses. All our staff hold or are working towards the Level 3 Diploma or equivalent.

# Management and Staffing Structure

Homes Manager

Deputy Homes Manager

Residential Child Care Workers - Level 3

Residential Child Care Workers - Level 2

# 1. Care Planning

## Referrals and Admissions

A referral form, which can be obtained from the Residential Services Business Support Officers based at Sinfin Children's Centre, should be emailed to the Head of Service, the Home's Service Manager and to the Home's Manager. Urgent referrals should also be made by telephone. Referrals will also be accepted on the placement request form used by Derby's fostering and commissioning teams.

## On Admission

The young person should be accompanied by their social worker. All the necessary agreements and information needed to admit the young person should be provided on or before admission. A planning meeting should be arranged within 5 days from when the young person is admitted.

When arriving, the young person will be made to feel at ease and given useful information about the home and how it works. They will be given a children's guide about the home and what it is like to live there.

At the 5 day planning meeting, the manager or staff from the home, parents and carers, teachers and social workers make plans with the young person. The young person is assigned a key worker who will write a placement plan with them to make sure all their needs are met. Their key worker will talk to the young person regularly to check their progress and help them meet their goals.

The placement plan will include specific arrangements to meet any needs the young person may have, including dietary needs or religious observance.

## Planned Admissions

The young person's social worker must provide the home's registered manager with all the information available about the young person for them to assess the risk of admitting them to the home before an offer of a placement can be made. We will also obtain further background information from the young person's record.

The manager of the home will then arrange a pre-admission visit by the young person and their family, if possible, to have a look around and meet the staff to discuss the routines and rules. The visit also gives staff the opportunity to gather all the background information they need to provide good care and plan for the young person's arrival. If possible, the young person will also visit the home for a meal so that they can meet the other residents. An admission date is then set and a member of staff is identified to welcome the young person.

## Urgent Admissions

Occasionally, the home may have to admit a young person at short notice when there is only limited time for prior planning. Although we prefer to avoid admissions like this, the immediate needs of the young person come first.

Urgent placements are requested by the young person's Social Worker through the Head of Service or Service Manager during office hours, or by an out of hours social worker directly to the home.

As much information as possible must be made available before the young person is placed in the home.

When considering an urgent referral, the home will assess how it will meet the needs of the young person and how the other young people living in the home will be affected.

If the referral has been accepted the home will identify who will be bringing the young person to the home and what further information, consent, agreements and risk assessments are required.

The home will make arrangements with the social worker to welcome the young person to the home. They will want to know who is to be responsible for the young person's plan after their admission. Any urgent admission will be followed by a planning meeting to take place within 5 working days.

### **Special Needs Admissions**

A young person with special needs will only be admitted if an assessment of their needs indicates that the home is suitable.

If the home can't meet the young person's needs, it will not be able to offer a placement and a more suitable placement will need to be found.

### **What Happens When a Young Person Is Ready To Leave**

Preparing to leave is an important part of the young person's placement plan and we aim to give them all the help and support they need to move on successfully.

Key-workers will utilise an independence tool called "Get Ready for Adult Life" which is used to help young people to prepare for independent living as soon as they are admitted to the home irrespective of their age.

The tool helps teach young people life skills throughout their stay. Staff support young people to develop the skills they will need when they leave the home and move into their own accommodation, this includes supporting the child to develop emotional and mental resilience to cope without the home's support. The programme includes building self-esteem and confidence to equip the young person to cope with the challenges and setbacks they will encounter. This includes acquiring the skills to build and maintain relationships and networks which will support the young person as they make the transition to adulthood. We then teach the young person practical skills like food-shopping, cooking, doing the laundry, doing basic household jobs and safety in the home. We also teach about finding work and training, applying for benefits, managing money, paying bills, making appointments, and looking after their health.

10. Photos of the home .....



We can give you this information in any other way, style or language that will help you access it. Please contact us on **01332 640000** or **[derby.gov.uk/signing-service/](http://derby.gov.uk/signing-service/)**

### **Punjabi**

ਇਹ ਜਾਣਕਾਰੀ ਅਸੀਂ ਤੁਹਾਨੂੰ ਕਿਸੇ ਵੀ ਹੋਰ ਤਰੀਕੇ ਨਾਲ, ਕਿਸੇ ਵੀ ਹੋਰ ਰੂਪ ਜਾਂ ਬੋਲੀ ਵਿੱਚ ਦੇ ਸਕਦੇ ਹਾਂ, ਜਿਹੜੀ ਇਸ ਤੱਕ ਪਹੁੰਚ ਕਰਨ ਵਿੱਚ ਤੁਹਾਡੀ ਸਹਾਇਤਾ ਕਰ ਸਕਦੀ ਹੋਵੇ। ਕਿਰਪਾ ਕਰਕੇ ਸਾਡੇ ਨਾਲ ਇੱਥੇ ਸੰਪਰਕ ਕਰੋ: **01332 640000** ਜਾਂ **[derby.gov.uk/signing-service/](http://derby.gov.uk/signing-service/)**

### **Polish**

Aby ułatwić Państwu dostęp do tych informacji, możemy je Państwu przekazać w innym formacie, stylu lub języku. Prosimy o kontakt: **01332 640000** lub **[derby.gov.uk/signing-service/](http://derby.gov.uk/signing-service/)**

### **Slovak**

Túto informáciu vám môžeme poskytnúť iným spôsobom, štýlom alebo v inom jazyku, ktorý vám pomôže k jej sprístupneniu. Prosím, kontaktujte nás na tel. č.: **01332 640000** alebo na stránke **[derby.gov.uk/signing-service/](http://derby.gov.uk/signing-service/)**

### **Urdu**

یہ سہولتیں آپ کو کسی بھی زبان اور انداز، اسٹائل یا زبان میں اس معلومات کو پہنچانے میں مدد دے سکتی ہیں جو آپ کو اس میں سہولت دے سکتی ہیں۔ اس کے لیے رابطہ کرنے کے لیے **01332 640000** یا **[derby.gov.uk/signing-service/](http://derby.gov.uk/signing-service/)** پر رابطہ کریں۔

