

45 Dorchester Rd Children's Home

Statement of Purpose

The Harbour



Care for Dorset's Children and Families

The Harbour keeps Dorset children close, enabling them to feel nurtured and cared for through the help of a multi-agency service for vulnerable young people and their families.

The work of The Harbour:

- Reduces Risk – including criminal activity, self-harm, child exploitation, missing from home incidents and drug and alcohol misuse
- Builds and restores relationships
- Plans transitions and accommodation
- Ensures education and training opportunities
- Develops self-esteem and resilience through a diverse offer of activities
- Improves Mental health and wellbeing

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This Statement of Purpose is written in accordance with the regulatory requirements of the Care Standards Act 2000 and The Children's Home Regulations 2015.

Dorset Council ensures that its policies, procedures and practices comply with the Quality Standards for Children's Homes and The Children's Home (England) Regulations 2015.

Caring for children

1. What are the range of needs of the children that we provide care for?

We provide care to meet the needs of young people between the ages of 12-17 who have emotional and behavioural difficulties (EBD). Many of our young people have experienced trauma at a young age and find it difficult to understand and regulate their emotions. Our young people

often have significant attachment issues and often find it very difficult to build and maintain positive relationships with adults and peers. Some of our residents may have experienced bereavement; whilst all of our residents have experienced loss, and the impact of that loss can be overwhelming for them.

Some of our residents need support around reducing substance misuse; some around alcohol; some need extra support to access education; some are in the criminal justice system and need support around reducing offending and engaging with restorative justice; some have specific health needs, including mental health needs, and all need support to regulate their emotional responses. Some of our young people may have specific diagnoses; for example, they may be assessed to be on the Autistic spectrum, they may have ADHD, ODD or similar conduct disorders, or they may have additional health needs such as diabetes.

Our children's home cares for young people with many differing, complex needs, and each young person is treated accordingly.

All young people are recognised as unique individuals.

2. What is our ethos, and how do we achieve best outcomes?

Our ethos is based around building strong, trusting relationships with the young people in our care. We value and respect our young people as individuals, with their own thoughts, feelings and experiences. Staff adopt a solution focused, aspirational 'can do' attitude to caring for individual needs and the staff team strive to ensure that the young people are valued and nurtured in such a way as to promote the best possible outcomes.

Our vision is to provide a safe and stable environment where young people can voice their opinions, develop their skills and improve their future prospects. We aim to achieve this vision using our Harbour approach to care; through our core offer, which is:

- Engage with young people to strengthen and restore relationships
- Reduce high risk behaviour
- Create opportunities for achievement and celebrate success
- Build self-confidence, self-belief and strengthen ability to bounce back
- Provide timely and co-ordinated support when young people are in crisis

At the heart of our vision is the belief that:

- Where possible, it is in a child's best interests to be cared for within a family/social network.
- Children and Young people should stay in their own communities whenever possible.
- Children and young people should participate in making decisions about their lives and the services provided to them.
- Children and young people have a right to be protected from abuse.
- Negative behaviours are a symptom of emotional distress.
- Children and young people who are looked after have a right to social care, health and education services during and after their time in care.

- Services should be needs led and will address the specific needs of individual children and young people and our responses will be proportionate those needs.

The work we do is focused on improving outcomes for young people.

We put children and young people at the centre of our work and ensure best outcomes through relationship building, robust risk management, clear, appropriate and achievable target setting, and creative care planning. The young people feel safe in the knowledge that staff do not desert them even when they show negative behaviours; the staff team stick with young people and work consistently and deliberately to maintain positive relationships, we will continue to do so post 18 through the Harbour model of practice.

We provide 52-week, 24hr care, and support the individual development of up to three young people who may reside with us at any one time.

Placements with us may be emergency situations although we will try to avoid this and have young people prepared to move in, short-term residential care will always be our aim so that children and young people can be prepared to live in a family setting or move to independent settings, dependent on individual needs. Within that time, we aim to support young people in rebuilding their family relationships where appropriate and/or supporting young people to move on to foster care or more independent arrangements. We have a dedicated staff team who are trained in fostering positive relationships and encouraging strong bonds with young people as soon as they come into our care, whether in a planned way or as an emergency placement.

3. Describe the accommodation offered, including—

(a) how accommodation has been adapted to the needs of children cared for by the children's home.

Our home strives to offer an appealing household for young people. We have two beds on the first floor with staff bedrooms and one young person's bedroom on the top floor with an additional staff room, they can be used together or independently and staffed according to the individual circumstances. We seek to provide an environment which is safe, structured and nurturing, where a young person can be supported when feeling low and, yet treated consistently and firmly, and where they perceive attitudes to be fair. The accommodation is designed to meet the needs of the young people who live here. The kitchens are available to encourage young people to prepare their own meals and to practice their baking and food preparation.

All our young people are provided with their own, lockable room. Each room is furnished, and young people are encouraged to personalise their own space. There are window restrictors on the bedroom windows to prevent young people from climbing out, and preventing others from climbing in. The stairwell doors have alarms. This is so that staff are alerted to any young people potentially leaving the home during the night. We have ensuite facilities for all our residents.

It has been recognised that the many of our young people will, at some point, be working towards independent living. To support young people in this transition, we are going to have additional capacity in the accommodation at Kirtleton Avenue, in the form of a training flat owned by Dorset

Council, managed and used exclusively by The Harbour to give young people a taste of what it is like to live on their own. These flats are welfare checked and monitored by staff to ensure that the young people living there have enough support and guidance to make their experience a successful one.

(b) the age range, number, and sex of children for whom it is intended that accommodation is to be provided.

We cater for children; regardless of how they identify in terms of gender, who require residential accommodation between the ages of 12-17. There are currently three short-term beds.

(c) the type of accommodation, including sleeping accommodation.

45 Dorchester Rd is a residential home for youngsters who are being looked after by the local authority. Each young person has their own bedroom with ensuite facilities within the house. The bedrooms are for single occupancy only.

4. Describe the location of 45 Road.

45 Dorchester Road is located within the sea-side town of Weymouth, in the county of Dorset. Situated within a residential area, on the edge of the town centre, our home affords easy access to all the public and leisure amenities one would expect of an established sea-side resort and is complemented by beautiful surrounding countryside.

The area is serviced by an efficient transport system; both road and rail giving easy access to the cities of Bournemouth and Southampton as well as easy access to the Jurassic Coast World Heritage site and both Exmoor and Dartmoor Country Parks close enough for day trips.

5. How do we support the cultural, linguistic, and religious needs of our young people?

When a young person comes to live in our home, we ask the social worker to make us aware of any religious, linguistic, or cultural needs in the admission information. Staff are made aware of any dietary requirements, including those determined by a religious and cultural background. Staff ensure that these needs are met without undue difficulty or embarrassment.

Young people are asked if they require assistance in practicing their religion and staff will facilitate reasonable requests. Young people can dress in a manner appropriate to their religion without difficulty or embarrassment. Staff will take time to talk to the young person about their specific requirements in an open and honest manner. Staff will also take time to talk to the other young people living in the home about diversity and ethnicity.

As an organisation and service, Dorset Council, and 45 Dorchester Road have no corporate religious direction and welcome young people from all backgrounds and faiths.

6. What are the arrangements for dealing with complaints?

We welcome all views about the services we provide. You can ask any member of staff for the grumbles book if you would like to write down your comments. Minor complaints may be dealt

with in-house by staff members, Portfolio Leads or Managers. This may be done face-to-face, over the telephone or through email, depending on the nature of the complaint and its severity.

If young people are unhappy about the help they receive or feel they have been unfairly treated, they can make a formal complaint. All complaints are treated in confidence. We aim to deal with complaints quickly, taking all comments seriously and investigating shortfalls within our service vigorously.

If you wish, a friend or advocate can write to us, speak on your behalf, or be with you at every stage of your complaint.

You can write an email or Tel: +441305228245

Email: victoria.marner@dorsetcouncil.gov.uk

Should residents or their families wish to make a formal complaint staff will direct them to the appropriate form. This form can be found on the Dorset website: see the link below,

'Comments, Compliments and Complaints'

Children and Young People's Service

complaints@dorsetcouncil.gov.uk

Other ways to complain:

At any point you can contact:

Ofsted

Piccadilly Gate

Store Street

Manchester

M1 2WD

Tel: 0300 123 1231

You can also contact the Local Government Ombudsman. You can get the Ombudsman's free booklet and complaints form from our Complaints Unit:

Children & Young People's Service

Tel: +441305225011 email: complaints@dorsetcouncil.gov.uk

1. How can people access the home's child protection policies or behaviour management policies?

As a frontline service supporting young people, we recognise that the welfare and safety of every child is paramount. All young people have a right to be protected and live in an environment that is free from abuse. 45 Dorchester Road aims to provide a safe environment for all the young people who live with us. We empower young people to feel confident in sharing their thoughts, fears and experiences and know that these will be processed in a way that will uphold their dignity.

All our staff receive training on recognising and responding to abuse and are aware of the safeguarding children procedures regarding child protection. All staff have access to the necessary

policies and procedures both in hard copies and online using Dorset Council's intranet and the Local Safeguarding Children's Board (LSCB) website. Interested parties can also access all our policies either through the Dorset website or by requesting them through us.

Through the Harbour programme we now have specific workers; our Risk Management and our Emotional Health and Wellbeing Portfolio Leads who take responsibility for the areas of child protection and behaviour management, alongside the Senior Youth Practitioners, and will ensure that policies are fit for purpose, up-to-date and relevant to the work we undertake. We also work closely with our Police Intelligence Officer, regarding safeguarding and child protection concerns.

We are committed to challenging all forms of bullying. We are committed to supporting both the victims and perpetrators of bullying to reduce further risk of harm. Risk assessments will be completed to reduce or counteract the risk of bullying. All victims of bullying are offered advice and support, including independent advice through NYAS.

Looked-after children and young people are vulnerable each time they go missing, with their vulnerability often arising from their lack of judgment of who or where is safe for them. Each situation will be different, the nature of risk will be different, they may not be in immediate danger, but can be in the long-term. Constant absences are indicators of other problems which need to be explored by the Registered Manager, and other key professionals.

We have a clear policy for staff to adopt when a young person goes missing. Staff will attempt to contact the young person via mobile phone and attempt to contact friends. Staff will also physically look for the young person around the locality, visiting addresses that have been recorded and mapped for that specific young person. We follow the joint Missing from Home Protocol between Dorset Council and Dorset Police; daily missing meetings are chaired by one of our Deputy Managers and trends and risks levels monitored to inform planning.

We also have a comprehensive Behaviour Management Plan which can be accessed via verbal or written request.

Views, Wishes and Feelings

8. Describe the children's home's approach to consulting children about the quality of their care.

We hold an underlying belief that young people should have a voice and can exercise control over their lives and future. Young people living with us are actively encouraged and supported to influence their care and the way the home is run. No child or young person is assumed to be unable to communicate their views. Young people's views are sought around all aspects of care planning. Ad hoc conversations are undertaken by staff and managers, whilst there are several organised avenues of opportunity for young people to voice their opinions about the quality of care they receive. These can include resident's meetings, feedback polls as well as LAC reviews and keywork sessions.

9. What is our policy and approach in relation to—

(a) anti-discriminatory practice in respect of children and their families.

We are committed in our opposition of all forms of discrimination based on age, race, beliefs, class, disability, ethnic origin, gender, or sexual orientation. This commitment applies both to young people and employees placed within and working alongside us, in line with the approach adopted by Dorset Council.

(b) children's rights.

We support and advocate for the rights of every young person placed with us in accordance with the United Nations Convention on the Rights of the Child and the Children Act 1989.

Within our home, young people have a right:

- To be listened to
- To be treated fairly
- To be physically well cared for in relation to health, clothing, food and a safe home
- For friends and family to be made welcome in accordance with daily living routines
- To make mistakes and expect new chances
- To have their views encouraged and considered
- To be supported in following any religion they may choose
- To expect choices wherever they are available
- To read what we write about them and have their own copies of their care plan and statutory review minutes. (Copies of additional documents can be provided)
- To receive care which is planned and reviewed regularly
- To be supported to complain if unhappy with the care offered/received

We believe that with rights come responsibilities, and therefore we ask young people:

- To work with us towards identified goals
- To treat themselves, other young people and staff at the home with respect
- To value and look after the physical environment of the home, this is *their* home and that of other young people
- Not to bring into the home any drugs, alcohol, equipment or devices which may be perceived as physically or psychologically threatening to themselves or others
- Not to hurt, threaten, bully or frighten anyone in the home
- Take part in daily routines and respect house rules, for instance about bedtimes, use of TV and sharing household tasks
- Attend and participate in young people's meetings
- Admit responsibility when in the wrong and make recompense where possible

We also ask parents, carers and families:

- To work with us toward achieving the young person's goals
- To continue to offer care, support and encouragement to the young person
- Wherever possible and appropriate to attend meetings about the young person

Education

10. Details of provision to support children with special educational needs.

We work in collaboration with secondary schools, The Virtual School, Weymouth College, Kingston Maurward and other education providers to meet the specific individual needs of the young people in our care. Any SEN will be identified in the PEP through EHCP's, and advice will be sought accordingly as to how best to support each young person to achieve their potential. We have a Portfolio Lead for Education, who coordinates the planning for this.

11. If the home is registered as a school, details of the curriculum provided by the home and the management and structure of the arrangements for education.

45 Dorchester Road is not registered as a school.

12. What are the arrangements for children to attend local schools and how does the home promote children's educational achievement?

Educational achievement for young people is crucially important to aiding their personal development and all young people are encouraged to continue with their education, whether in school, alternative provision, college, training or work placement. We actively support young people with homework/coursework and computer facilities are available to assist young people in their studies. Josie Owen sits on the education collaborative and forges strong, positive relationships with key staff in each of our local schools. She will actively look for creative and effective ways to support all our young people to achieve academic success – in whatever form this may take.

Each young person with us is treated as an individual and their educational needs are met accordingly through regular monitoring and review of each young person's Personal Education Plan (PEP) and/or ECHP. When a young person needs on-site education, staff work alongside the team at ELAC to ensure that education is provided. Education packages will also strive to develop recognition of life skills in relation to independence and social interaction. All young people will be offered pre tenancy learning, Life Story work and Independent Living Skills aimed at developing their independent skills and encouraging social and emotionally aspects of learning.

Enjoyment and Achievement

13. How do we enable young people to enjoy and achieve and how do we enable them to develop and reflect their creative, intellectual, physical and social interests, including promoting their participation in cultural, recreational and sporting activities.

Participation in appropriate recreational, sporting and cultural activities is recognised by us as a positive approach in the development of self-esteem, physical health, emotional wellbeing and resilience. It can be a positive tool for engaging young people with family, peers, professionals, and with the wider community. One of our Portfolio Leads is specifically involved in all aspects of organising, planning and executing activities in their multiple forms.

We provide young people with age-appropriate opportunities to take part in activities and leisure interests which take account of their race, culture, language, religion, interest, abilities and

disabilities. We plan city breaks, camping trips and activity weekends depending on the wishes of our young people. We also work closely with our Outdoor Education colleagues and use their centres for activities including camping overnight. We offer activity-based holidays in various settings and will also offer the opportunities for foreign travel when and where appropriate.

Young people are encouraged to take an active role in the planning of both individual and group activities. Staff will encourage young people to talk about, learn and grow from their experiences. In the provision of both supervised and unsupervised activities, staff will consider the safety of young people at all times. Where substantial or unusual risk is involved a written risk, assessment is made. Any high-risk activity provided, or arranged for young people, is supervised by persons holding relevant training.

Birthdays, name days, cultural and religious festivals are celebrated where appropriate and young people participate with staff in planning these events together.

Young people at 45 Dorchester Road are encouraged to pursue their own interests and are asked on admission what those interests are. Facilities available to them include Football clubs, martial arts, performing arts outdoor pursuits such as climbing, geocaching, kayaking and sailing. We have staff trained in a variety of activities including, climbing, kayaking, bushcraft, Duke of Edinburgh Expedition supervisor, artists and mountain bike instructors.

Young people are encouraged to follow the particular requirements (such as dress, diet and prayer) which are a part of their cultural needs. Staff will consult with those in the wider community who have particular knowledge about ethnic or cultural groups of which they themselves know little, to ensure as much as is reasonably possible, that appropriate advice, guidance and support is available.

Health

14. Details of any health care or therapy provided,

Each young person placed at 45 Dorchester Rd Road Children's Home is registered with:

Local G.P.: A full medical examination is offered to all young people.

Dentist: Practitioners ensure that the young person receives a check-up whilst living at the home if they have not received one in the previous 6 months.

Optician: Practitioners ensure that the young person receives a check-up whilst living at the home if they have not received one in the previous 12 months.

CIC Nurse: All young people have access to our nurse who provides general health advice.

Where possible and following what is detailed in each young person's Care Plan, direct work and/or appropriate professional advice may be sought/provided on the following issues:

- Substance Misuse
- Smoking Cessation

- Sex Education
- Personal Hygiene
- Healthy Eating
- Lifestyle/life skills
- Sexual Health
- Online grooming, sexting and internet safety
- Self-harm
- Emotional wellbeing

All medications are stored and dispensed in accordance with Dorset Council's policy, procedure and current good practice. Thorough record keeping and stock monitoring is carried out and over seen by Senior staff. Should any further advice be needed in relation to medication, staff will consult with the prescribing doctor, pharmacist or NHS direct for guidance. Through our Harbour initiative we have a staff member who takes the lead in Emotional Health and Wellbeing. We also have a psychologist, who works at 45 Dorchester Road in direct contact with the young people we have in placement to support their emotional and mental health.

(a) details of the qualifications and clinical supervision of the staff involved in providing health care or therapy.

Our psychologist holds relevant qualifications in the respective fields.

(b) information about—

(i) how the children's home measures the effectiveness of its approach; and

(ii) the evidence referred to by the children's home to demonstrate the effectiveness of its approach, and how this information can be accessed.

45 Dorchester Rd Road measures its effectiveness around health through a number of audit tools, including appointments kept such as health assessments, Regulation 45 recordings, Care and Progression Plans and the accidents/illness book.

Positive Relationships

15. What are the arrangements for promoting contact between children and their families and friends.

Young People and their parents have a right to maintain contact with people who are important to them. 45 Dorchester Rd Road goes further than this in the belief that young people *need* contact with their families in order to make sense of their lives and develop a sense of belonging. Therefore, young people's contact with parents, family and significant others is positively encouraged and every effort is made to facilitate family visits to the home and young person's visits to the family home (where and when appropriate). We believe that this contact is vital to enable young people to come to terms with their past and build lasting relationships now and for the future.

Young People are encouraged to maintain contact with family and friends, and staff will actively organise and support young people to do so. We contact family at least once a week and we will develop our practice to involve including family and friends in organised trips and holidays. We encourage impromptu visits to our home, and we also organise family activities outside of 45 Dorchester Road. We have a Portfolio Lead with responsibility for 'rebuilding relationships', this will involve work through Family Group Conferencing, use of PACE, restorative practice, motivational interviewing and Therapeutic Crisis Intervention.

Any contact arrangements are in accordance with the young person's legal status, care plan and placement plan. When a young person is first admitted, the contact arrangements are detailed in the placement plan. Any restrictions are also recorded and regularly reviewed. Staff involve themselves in planning and facilitating visits to enable contact to be positive for the young person and family.

Staff respond positively and provide support when young people cannot have contact with their parents, members of their family or significant others to help them understand and come to terms with this.

Where it is stipulated in the young person's care plan, some contact visits may have to be supervised.

In these circumstances, staff ensure the following:

- Where at all possible and as appropriate only one member of staff should supervise.
- Staff should explain to all parties how the contact visit will be supervised.
- The young person is not left alone with the person(s) they are having contact with.
- Staff discreetly monitor the contact visit and ensure that all parties are in sight of practitioners at all times.
- Staff should clarify and agree with the Social Worker the arrangements for supervised visits and ensure that this information is clearly detailed in the young person's placement plan.

Protection of Children

16. Describe our approach to the surveillance and monitoring of children accommodated at 45 Dorchester Road.

We offer a programme of 52-week 24hr care and support up to three young people at any one time. Staff on shift monitor young people through personal supervision and telephone contact. Young people's whereabouts are monitored and recorded to ensure their safety. Staff use mapping tools to track young people and their friends if there is a suspicion of risk. Staff also talk to friends and parents of friends in order to build relationships.

Electronic surveillance is used in our home in the form of external CCTV cameras and door alarms to alert staff of young people leaving the home. Use of electronic surveillance will be subject to risk assessment and agreed in the care planning activity. Where a young person is subject to an 'electronic

monitoring order' imposed by the courts, this will be accommodated. There is limited access to certain areas of the building to ensure safety and confidentiality. The main areas affected by these measures are the staff rooms which double as offices. These measures are not assessed as a deprivation of liberty as our young people have access to all areas relevant to their care within a typical home environment.

Windows have restrictors on them as a safety measure to prevent anyone falling from the windows. It may be necessary to lock external doors to prevent access from unwanted members of the community. This has no impact on residents who can still exit the building at any time.

17. Details of our approach to behavioural support

In order to support positive behavior, we take the time to understand and show respect to the unique individuals in our care. We ensure that each young person receives the appropriate stability and security necessary in order to provide the corner stone of a therapeutic environment where problems, issues and concerns are identified and worked on in a timely and supportive manner. Each young person receives positive reinforcement and unconditional positive regard, to aid and assist their development and increase their self-esteem.

Our home uses specific therapeutic techniques for example, PACE, positive role modeling, Steps de-escalation and restorative practice. All staff are trained in PACE. Staff are provided with supervision and guidance when working with a range of issues and behaviors that young people may face and present. Monthly reflective supervision provides a forum for discussing and agreeing how best to respond to young people and the behaviours they are presenting.

Our home may engage 'clinical' or specialist therapies if we feel this will support the young person to make progress. Where these are required, they are identified in the young person's care plan and provided by the CAMHS service or another approved provider.

We communicate with young people about what is acceptable and unacceptable behaviour. Consistency and fairness are paramount. This is offered by the development of professional frameworks of intervention committed to the philosophy of Restorative Practice offering young people greater participation and personal accountability.

Each resident has a behaviour management plan which details specific methods for supporting individual young people to manage their behaviour.

The belief at 45 Dorchester Road is that behaviour should be managed through good personal, professional relationships between the staff and young people. Our home does not control behaviour by restraint. Instead, a less invasive approach is taken with the capacity for physical intervention if the need arises.

Before any form of physical intervention is used, staff will have exhausted all alternative means of diffusing a situation.

Physical restraint is only used to:

- Prevent likely injury to the young person concerned or to others

- Prevent serious damage to property when this will create a significant risk to the Health and Safety of the young person or others.

The proper use of physical intervention, as well as knowledge of verbal and non-verbal strategies, is essential and all staff within our home have been professionally trained in methods of safe physical interventions.

It is recognised that some form of consequence may be necessary where there are examples of unacceptable behaviour. These will always be relevant and just. Staff will discuss the behaviour and its consequences with the young person. There must be clear learning evidenced or the sanction will be deemed irrelevant.

The Registered Manager, Responsible Individual, and Reg. 44 visitor will be monitoring the sanctions with the staff and young people to ensure they are fair and effective. Sanctions are recorded in line with the requirements of the Children Act 1989 and are available for all auditing and inspection processes.

Any additional information regarding managing behaviour can be found in our Behaviour Management Policy.

(a) including information about the children’s home’s approach to the use of restraint with respect to children accommodated there.

45 Dorchester Rd Road Children’s Home does not restrain residents as a matter of daily practice. Restraint is used only in extreme circumstances where a young person may be putting themselves or others at risk of harm.

(b) how persons working in the children’s home are trained in the use of restraint and how their competence is assessed.

All Staff at 45 Dorchester Road attend a course in de-escalation (STEPS) which includes the use of restraint. Staff then attend refresher courses every six months.

Leadership and Management

Contact details

18. The name and work address of the registered provider:

Dorset Council
County Hall
Colliton Park
Dorchester
DT1 1XJ

Responsible Individual: Paula Bates

Harbour and Residential Service Manager Paula.Bates@Dorsetcouncil.gov.uk

Tel: +441305221494

Dorset Council
County Hall
Colliton Park

Dorchester
DT1 1XJ

Registered Manager:

Victoria Marner

Victoria.Marner@Dorsetcouncil.gov.uk Tel: +441305228245

Staffing matters

- 19. Details of the experience and qualifications of staff working at 45 Dorchester Rd Road, including any staff commissioned to provide education and health care.**
- 20. Details of the management and staffing structure of the home, including arrangements for the professional supervision of staff employed at the children's home, including staff that provide education or health care.**
- 21. 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.**

The Registered Manager and Deputy Managers are responsible for ensuring that all staff receive regular supervision. Effective and recorded supervision is necessary to promote good practice and support individual practitioners. Supervision also ensures that staff understand their roles and responsibilities and it helps to identify training and professional development needs.

All staff, portfolio leads and managers receive a minimum of one hour's supervision each month.

Monthly reflective team supervision is provided.

Relief staff are also provided with supervision no less frequently than after every 8 shifts worked. It is common practice now for relief staff to attend group peer supervisions.

All supervision meetings are recorded and then read and signed by both the staff member and line manager.

Care Planning

- 22. What is the criteria used at 45 Dorchester Road for the admission of children to the children's home, including any policies and procedures for emergency admission?**

Young people are generally referred to Dorchester Rd Children's Home when they are experiencing crisis; they may have been struggling to cope in their own families, in external residential provision or in substitute family care and now need a further placement.

Some placements may be admissions of young people from hospitals and secure children's homes. Young people may have specific diagnoses of Autism Spectrum Disorder, Attachment Disorder, Obsessive Compulsive Disorder, Bipolar Affective Disorder and conduct disorders. We can meet the needs of these individuals through collaborative work with specialist workers, alongside other key

professionals, using robust safety planning and risk management, and through individualised care plans. Our staff are trained in safe handling of medications and have specific training around young people with adverse life experiences.

It is important that every effort is made to ensure young people are introduced to the home, staff and other young people at the home in a planned and welcoming manner. A service request form needs to be completed and an impact risk assessment is undertaken to ensure that the potential young person to come to the home next will best fit with those already living here.

The decision to place someone at 45 Dorchester Road needs to be agreed by the Responsible Individual and by the Registered Manager.

In emergency placement situations, such as 'out of hours' crises and young people in custody bailed to the care of the local authority (PACE transfers) the plans must be completed as soon as is practicable.

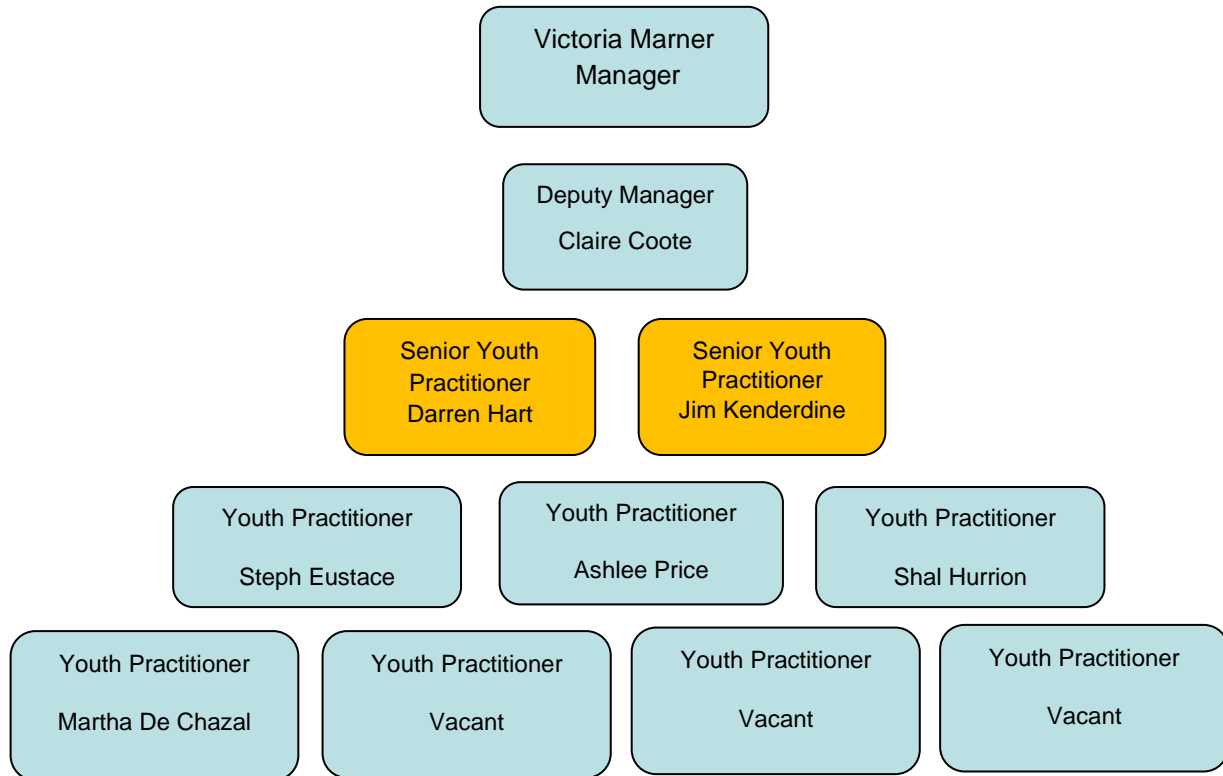
45 Dorchester Road will provide placements to young people:

- Aged from 12 up to 18
- Regardless of gender
- Whose immediate needs have been assessed and are judged to be best met in a residential care setting.

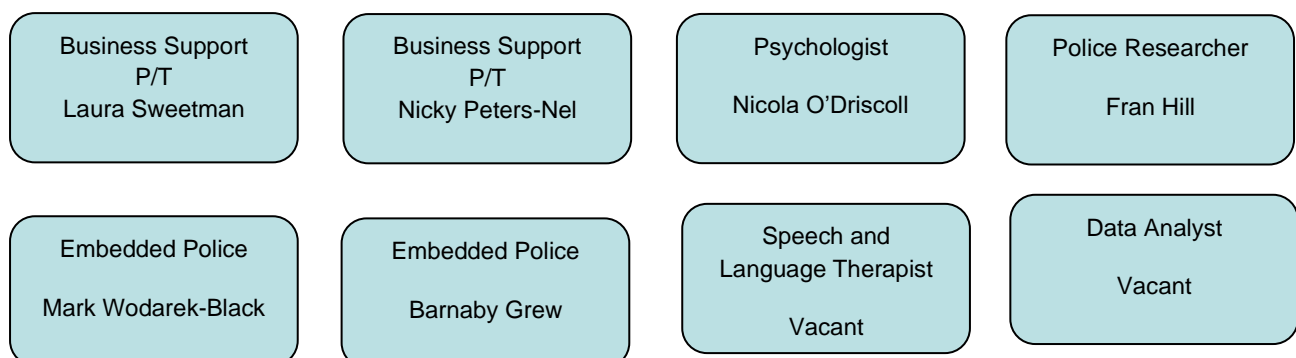
45 Dorchester Road will consider referrals for young people who:

- Are victims of physical, sexual or emotional abuse
- Who have experienced neglect or become vulnerable to exploitation by others
- Are going through some form of crisis in their lives
- Have emotional and/or behavioural difficulties
- Have problems with their sexuality, ethnic origin, culture, mental health or other aspects of their lives
- Have offending behavior
- Are at risk or experiencing CSE
- Are at risk or have been trafficked

Appendix: Staffing



The Harbour is supported across the settings by the following additional staff who work across the settings:



Staffing Absence Contingency Plan

Continuity of care is paramount at 45 Dorchester Road, and as such we cover unexpected staff absence, due to sickness, by utilising our well trained and dedicated pool of relief staff. We currently employ relief staff members who perform a variety of roles. All our relief staff members work in the home, building trusting and secure relationships with our young people. Two relief staff members are also employed as foster carers, specifically for 45 Dorchester Road, through the Harbour programme.

Our relief staff also support our work in the community, taking on outreach cases and working with families in crisis. They can also be called upon to staff bespoke packages of respite care, either for our resident young people, or for young people in the community whose families are in crisis. Some relief staff members have volunteered to take part in holidays that we organise for our young people, and the flexibility of individuals has meant that they can support our home at very short notice.

Our relief staff are used in a variety of ways to enhance and support the work we do at 45 Dorchester Road. They will be used on a regular basis and therefore will be familiar to our young people as our permanent staff members are. They will share our ethos of child-centred practice and are offered training in relevant areas in order to progress and learn.

Staffing Training Matrix: Available on request.