

Statement of Purpose

Blue Cove



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Children's Residential Services

Name & Address of Registered Provider:

West Sussex County Council
County Hall
Chichester
West Sussex
PO19 1RG

Responsible Individual:

Julian Skeates
Service Lead for Residential
West Sussex County Council
County Hall
Chichester
West Sussex
PO19 1RQ
033022 26486

Registered Manager (registration pending):

Name: Emma Gibbons
Mobile: 07564 047 860
Email: emma.gibbons@westsussex.gov.uk

Introduction

This Statement of Purpose is written in line with the Children's Homes Regulations 2015. It has been set out to follow the Schedule 1 numbering and describes the benefits for children when placed with us. It outlines the care we provide and how we intend to provide that care. It includes an overview of the facilities, services, and practices we adopt to make sure that we continuously deliver high quality services for the benefit of the children and young people in our care.

QUALITY & PURPOSE OF CARE

The range of needs of children

Blue Cove is a short-term emergency assessment home that provides support to children at times of crisis or significant periods of change in their lives.

Blue Cove offers support and care to children who present with a range of social, emotional, and behavioural difficulties due to family breakdown and early childhood trauma. These children are often at risk in the community and as such, it is our goal to keep them safe from harm whilst we work with partner agencies to find a suitable placement or to support them to reintegrate into their previous or a new setting.

Staff are experienced at supporting children with mental health difficulties, substance misuse, low self-esteem, self-harm, and anti-social behaviour. Staff support children by building positive relationships with them and helping them to approach their futures with new attitudes and strategies for resilience.

Age range, number and gender of children

Blue Cove is a 3-bed home and welcomes children, of all genders, between the ages of 12 and 16 years at the time of referral.

The home offers emergency placements to children lasting between 28 and 90 days, based on their individual circumstances and needs.

Accommodation

Blue Cove is a 3-bed detached house with an additional sleep-in room for staff. The home was refurbished in 2021 and has a warm, homely yet modern feel throughout.

The home is set over two floors. Downstairs has a modern kitchen where we will support children to engage in some valuable life skills. There is an open plan lounge/dining room where children will be encouraged to spend time together to improve upon their social skills. However, we also recognise that

some children may not be in a place to be able to do this and as such have a secondary lounge they can utilise when they wish to have some down time.

Upstairs you will find the laundry room, this is where all the magic happens, of course, and children will again learn some valuable daily living skills when they feel able to engage. The second floor is also home to 4 bedrooms; 1 staff sleep in room and 3 single occupancy children's bedrooms.

Each bedroom has an ensuite bathroom and is beautifully furnished with a single bed, a chest of drawers, a study area, and a flat screen tv. Soft furnishings are provided and tailored to the individual needs of the children using the service. Children will also be offered an opportunity to personalise their bedrooms on or prior to their arrival. Children will have the ability to lock their bedrooms when required; staff will respect their need for space and privacy but will also hold master keys in case of emergencies.

The home also has a large bathroom upstairs with a jacuzzi style bathtub and a beautifully decked outside space where children are encouraged to wind down and relax and enjoy some fresh air.

Aims, ethos and outcomes

Blue Cove will provide a safe, warm, and welcoming space to children who are likely to be in a state of crisis on arrival for a variety of reasons, including family or placement breakdowns or who may have been subjected to exploitation.

During their time here, they can learn to reflect upon, express and understand their unresolved feelings and emotions in a non-judgemental environment.

We will provide children with a high standard of care for the duration of their stay. Placements will range between 28 and 90 days depending on the needs of the child and their individual circumstances.

On arrival, many children are likely to display behaviours that challenge. The trauma many of our children will have experienced damages their confidence, trust, and self-worth leaving them vulnerable and susceptible to harm and further exploitation. Therefore, our objective is to provide a safe, supportive, and nurturing environment that, wherever possible, increases their sense of belonging and feelings of self-worth.

By providing this supportive environment, we can empower children to recognise and learn how to positively manage their own feelings. We will do this by ensuring the child remains at the core of everything we do. To achieve the best outcomes, the team will work with children to gain their views, promote their independence, and develop their ability to make informed decisions.

We will follow a positive behaviour support model that reinforces and rewards positive behaviours which, in turn, will lead to children taking ownership and accountability for their actions.

The home will support children to try new experiences which includes taking age-appropriate calculated risks. This approach to risk enables children to learn the skills required to control and regulate their emotions and behaviour, and ultimately, develop the ability to responsibly manage risks within their life.

We will undertake in-depth assessments of children and work with partnership agencies, the child, and the team around the child to determine next steps in securing a long-term placement or reintegration into the family home or previous setting.

Description of the location

Blue Cove is an Ofsted-registered children's home situated in the picturesque sunny south coast of England. The home is located in Durrington in Worthing, West Sussex.

There are excellent public transport links, with the nearest train station within a 15-minute walk. There is a bus stop within walking distance of the home which provides a regular service to Worthing town centre, where there are theatres, a cinema, swimming pool, bowling alley, shops, cafes and the seafront and pier.

Within a 10-minute walk, there are three parks with open spaces and accessible play equipment, local shops, and a café.

Further afield, there are a range of activities available including trampoline parks, Brighton Boulder, Ferring country centre, Butlins, Thorpe Park, Hove Lagoon water-based activities and much more.

We are located close to the beach and the South Downs National Park affording us many choices for quiet countryside walks and places to picnic.

There is a medical centre less than a 5-minute walk from the home and Worthing Hospital is less than a 15-minute drive away.

Supporting cultural, linguistic and religious needs

Blue Cove is committed to ensuring that we offer a safe and secure environment for all our children, staff, and visitors. We pride ourselves on being a place where all children, regardless of gender, ability, social, cultural, ethnic background, or other protected characteristic can flourish.

Prior to a child's arrival, where possible, we will seek out information pertaining to their cultural, linguistic, and religious needs. We will do so by reaching out to previous carers, social workers, parents, those who may have looked after the child previously, the local authority, significant others in the child's life, and the child themselves.

The information gathered will be held in the child's support plan and communicated to those involved in their care.

Specific dietary or dress requirements, health care products and wherever possible, literature, films, or music, which reflect the child's cultural background and identity, are made available.

We accept and value the importance of religious observance. Children will be encouraged and supported in continuing the practice of their chosen religion or faith.

Individuality and differences will be celebrated, and children will be supported to recognise, understand, and value these differences within themselves and others. We recognise that in order to offer an outstanding service, the needs of the individual must lie at the heart of everything we do.

Who to contact & Access to Information (Complaints & Child Protection)

The management team attend complaints training as part of their continuing professional development and are confident and familiar with identifying a complaint, and the process to follow. All complaints and feedback are logged on a central tracker, maintained by the Registered Manager and are shared with the Complaints Manager on a regular basis. Staff will also share lessons learnt from complaints that are upheld and identify changes in practice that arise as a result.

All children are made aware of the complaints procedure and staff will support them through this process. We encourage children to tell us how they are feeling and are here to support them with this.

Parents and carers are also able to complain to West Sussex County Council:

- Write to: West Sussex County Council, Comments, compliments and complaints, County Hall, West Street, Chichester, PO19 1RQ
- Online: <https://www.westsussex.gov.uk/about-the-council/get-in-touch/comments-and-complaints/childrens-social-care-make-a-complaint/>
- Telephone: 01243 777100

Children and children can access the West Sussex Advocacy Service:

- Email: AdvocacyService@westsussex.gov.uk
- Tel: 033 022 28686

Anybody involved in the care of a child who has concerns about Blue Cove may also contact Ofsted:

- Write to Ofsted, Piccadilly Gate, Store Street, Manchester, M1 2WD
- Email: enquiries@ofsted.gov.uk
- Telephone: 0300 123 4666

Children have open access to a telephone as required for private conversations and contact information for Child Line and Advocacy services is openly accessible.

Regulation 44 visits

From April 2015, the Children's Homes Regulations and Quality Standards 2015 came into force. Regulation 44 requires an independent person to visit at least once a month to make a rigorous and impartial assessment of the home's arrangements for safeguarding and promoting the welfare of the children in the home's care.

West Sussex County Council commissions Aidhour to carry out monthly regulation 44 inspections, a written report is compiled for each visit and is commented on by the Registered Manager. The independent visitor for Blue Cove is Christine Wood.

Aidhour

47 Bedwin Street
Salisbury, Wiltshire SP1 3UT

Email: info@aidhour.co.uk

Phone: 0208 7129329

How to access the Safeguarding and Behaviour Management policies

As part of the wider West Sussex County Council Children's Residential Service, Blue Cove works in accordance with the following Practice Guidance documents (click on hyperlinks below);

[Recognising Abuse & Neglect](#)
[Referring Safeguarding Concerns](#)
[Behaviour Management](#)

These documents are also available on request from any staff member at Blue Cove or here: <https://www.proceduresonline.com/westsussex/ch/>

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West Sussex staff have full access to the policies and procedures of our Local [Safeguarding Children's Board](#) where pan-Sussex documents are available to view.

All staff receive training in Safeguarding, Harmful Sexual Behaviour and Positive Behaviour Support. *See training section for more details.*

Blue Cove has online resources called Tri-X and Sharepoint which host all legislation and procedures relating to residential services, alongside a comprehensive set of practice guidance documents that are specific to West Sussex. This website contains the most up to date version of the Practice Guidance around Safeguarding, and Behaviour Management and can be easily accessed.

The Pan Sussex Children's Board Safeguarding procedures inform our practice and instruct staff on all key areas of managing with disclosures and allegations. <https://sussexchildprotection.procedures.org.uk/>

There is also a corporate Confidential Reporting Policy, and residential Practice guidance around "whistleblowing" that is made available to all staff via our Tri-x website and a hard copy in the home.

External parties can request these policies by emailing the Registered Manager, Emma Gibbons.

VIEWS, WISHES & FEELINGS

Consulting children about the quality of their care

Involving children in the operation of the home is one of the main themes of the Children's Act (1989 and 2004) and the Children's Homes Regulations (2015).

We implement a person-centred approach here in Blue Cove. We encourage active participation from all children to ensure they always remain at the centre of their own surroundings. We encourage them to have a voice and to utilise this in a such a way that it has a positive impact.

We value feedback from children and as such will often have open and transparent conversations about their views of the home and the service we are providing.

Children will be encouraged to attend all meetings relating to them and their care, an advocate will be sought for them should they agree this is in their best interests.

Children will be allocated a key worker. The key worker is a named individual who accepts responsibility for working with the child and the team around them in order to ensure they receive every element of assistance

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detailed in their individual support plans. The key person also provides and coordinates the necessary personalised support for that child.

Staff will aim to form a positive relationship with the child in order to allow them to feel comfortable and confident in expressing their views and opinions.

The views of the children are sought on a weekly basis through weekly key working sessions, children's meetings, through a formal consultation process or in day to day catch ups. Children will also be given the opportunity to talk to our Regulation 44 Visitor and Ofsted inspectors when they visit the home.

We will ensure we always listen to children and take action when required. The team takes children's feelings into consideration and consults them continually regarding all aspects of their care and support.

The views of a child at Blue Cove, are sought, wherever reasonably practicable, on all matters that affect them. This is important in assisting children to become more independent, make choices, and learn how to make their views known. Some typical topics where we seek their input are as follows:

- The running of the home
- Personalising their bedroom
- Individual care arrangements
- Contact with family and other important people
- Future, including holiday/leisure activities
- Planning menus and activities for the week
- Education
- Peer group dynamics

Children also have access to the Children in Care Council, advocacy services and the Independent Visitor scheme.

Our policy and approach to anti-discrimination and Children's Rights

We do not tolerate discrimination, under any circumstances, that may occur on grounds of race, culture, ethnicity, religion, age, gender, sexuality, class, disability, or any other protected factor. We value diversity and as such all our work is underpinned by our commitment to deliver a service based on anti-discriminatory practice.

We recognise that all people are unique and have different, but equally valid life experiences. Our ethos and values in relation to children's rights are based on the UN Convention of the Rights of the Child.

These are:

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- Everyone has a responsibility to support the care and protection of children.
- Children must be protected from all forms of violence and exploitation
- Children have the right to be listened to and their views respected and responded to
- Children should be encouraged and enabled to fulfil their potential
- Every child must have someone to turn to
- Blue Cove endeavours to challenge inequalities for children.

Children's rights and wellbeing is of paramount importance to us, and we will do everything we can to promote these by ensuring that the children are well informed and supported to access any services required.

Blue Cove has clear practice guidance relating to Countering Bullying and Peer Abuse. All children and staff are valued as individuals and all forms of bullying are rigorously challenged. Staff members are aware of the need to provide appropriate role models and to treat each other with consideration and respect.

Bullying is not tolerated at Blue Cove, whether it takes place in person or online, on or off the home's premises. If the staff team become aware of bullying, they will address this directly but sensitively, with the aim of restoring relationships and ensuring that all children feel safe and accepted within the home.

EDUCATION

Supporting children with Special Educational Needs

Blue Cove values education and lifelong learning as a process that can enable an individual to reach their full potential. Accordingly, we aim to work within the practice guidance for West Sussex Children's Homes and consider the following:

- The children we care for span the same spectrum of educational needs as any group of children.
- The additional and specific needs experienced by some children in care may hinder their full access to education.
- Children in Care have the same potential to succeed and the same right to education as their peers.
- Education is a passport to increased opportunities in life. Supporting the education of children in care means investing in their future.
- In West Sussex our children's homes are committed to making education a priority for the children in our care. As a whole authority, we need to

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do everything that any good parent would do to support his/her child's education. Carers in children's homes have a key part to play.

- As part of the initial placement planning, all children are expected to have a Personal Education Plan.

To achieve these aims:

- Blue Cove understands that not all children will have an education placement during their stay with Blue Cove. During this time the priority will be the child's emotional wellbeing, but education and opportunities for wider learning will be maximised.
- West Sussex Virtual School will play a key part in ensuring funding is available for each child should they need extra support through tuition, equipment, e.g., a laptop, or wish to take part in extra-curricular activities outside of school hours e.g., sporting and music activities.
- We have high aspirations for all the children in our care and believe that they have the same potential to succeed and the same right to education as their peers. We will support them to reach their full potential by ensuring that they have all available opportunities to further their education.
- Blue Cove has a designated Education Link Worker who ensures that all staff are aware of practice guidance on education. They also act as a main point of contact for schools, alongside the keyworker for the child, and ensure we are fully aware of all exam dates, parents' evenings, and school trips.
- Regular attendance at school is expected, actively encouraged, and rewarded, however, we recognise that the children accessing our home are doing so at a time in their lives when they may not be in a position to access this. We will look at each individual's circumstances and plan accordingly.
- All children at Blue Cove will have a peaceful place to study. They will also have access to a computer and other any other materials they may need.
- Children will be supported in use of the Internet and/or local library to access reference material.
- We will encourage children to participate in out of school activities, and provide practical support, e.g., transport, to achieve this.
- If a child is excluded from school on fixed term exclusion, team members will liaise with the school over work set and support the completion of work.
- If a child is permanently excluded from school, staff will work in partnership with colleagues to re-integrate the child or to identify a new educational placement. During the period of exclusion, staff will encourage and support educational activities, e.g., reading, sport/educational visits.
- Blue Cove will have copies of all the prospectuses for the schools attended and will have co-operated in all Home-School Agreements.

- All staff will respond to anxieties expressed by children about school. Bullying at school will be taken seriously and followed through with the school and child.
- All staff will praise and reward achievement, we believe celebrating a child's achievement "big or small" is vital for their mental well-being and self-worth.

Supporting attendance and achievement

Children at Blue Cove come to us at a time of crisis having experienced significant amounts of trauma. This can often mean they are not in a position to access formal education. Therefore, alongside promoting and supporting their formal education we, we are able to offer informal learning through the use of the AQA unit awarded scheme, and by embedding the learning of daily living and life skills throughout their stay.

First and foremost, we aim to provide a welcoming environment that children can be open to progressing in. We will then provide learning opportunities within the home and out in the community. We will support children to use the world as their classroom and embed learning throughout day-to-day activities.

We will celebrate achievements and evolve our support in line with the development of individual children.

We will also work children and the team around them to encourage reintegration back into formal education where possible utilise all tools at our disposal such as West Sussex's Virtual school.

ENJOYMENT & ACHIEVEMENT

Activities

At Blue Cove we love to encourage both our children and our staff to try new things and to stretch their worlds just that little bit further.

Blue Cove is lucky enough to be located a short distance from the seafront, offering an opportunity to participate in water sports, including swimming and kayaking, attending sea cadets, and other water-based activities.

We use activities out in the community and in the home as a way to connect with children and as such have a wide range of recreational, sporting, and cultural activities on offer. Where possible, we will have discussions with children prior to their arrival and during their stay to establish their likes and dislikes. Children will be involved with the research and planning as much as possible.

Blue Cove has a wide range of reading materials, music, games, sports, and recreational equipment appropriate to the needs and abilities of the children living here.

Staff members will be trained in specialised areas of interest to enable a wider range of activities and expertise. Staff's personal interests and strengths will be promoted to offer further opportunities for the children to be able to explore and discover new skills and hobbies.

Risk assessments are undertaken for all activities and outings, considering each individual child's needs and abilities, with measures put in place to mitigate risks as far as possible.

Games Consoles

We are fully aware that games consoles and other digital media is very important to children and it has become a major component in the way they communicate with their peers, families and other people who are important to them. We offer games consoles but ensure that all games are age-appropriate, and usage is monitored and restricted to ensure that the children do not become too reliant upon online gaming. We will ensure time limits are discussed with children with explanations provided to address any disputes.

Internet

We have internet access at Blue Cove which is monitored to ensure that the children do not access inappropriate content online. Staff will work with the children to educate them of the dangers of online bullying, exploitation, and other inappropriate content such as radicalisation, violence, and sex sites.

Please see Practice Guidance on the Staying in Touch, Safe Use of the Internet, Social Media and Taking photographs.

Personal development and skills

Blue Cove strives to create an environment where life's challenges are faced with emotional resilience and maturity, and children are supported to develop strategies to overcome difficulties. Children's achievements are celebrated and used as opportunities to build and inspire personal growth and self-worth.

Recognising each child as an individual, understanding their personal needs, and inclusive and child-centred planning are all key to promoting self-esteem and increasing children's ability to develop the skills needed in life and relationships, including voicing their opinion.

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All staff are highly trained and competent, enabling them to appropriately challenge children in a constructive way. This allows the child to reflect and learn from experiences encouraging them to take accountability and make positive life choices.

Children are encouraged to approach staff whenever they need to, and management have an open-door policy to support this. The importance of building rapport and positive, trusting relationships with children is key in creating opportunities for open discussions.

There are many opportunities for informal learning and development at Blue Cove. Through positive role-modelling by all staff, we aim to promote individual growth and change for the children in our care. This may range from observing and imitating different social skills, to equipping them with lifelong qualities for success.

Staff endeavour to support children to set and work towards achievable goals that are meaningful to them. This is achieved through personalised work and encouraging manageable and calculated risks.

HEALTH

Healthcare & Therapy

The children's overall health needs are addressed, monitored, and promoted with visits to general practitioners, opticians, and dental practitioners. This includes their physical health, emotional wellbeing, mental health, and sexual health. If moving to the area, we will support children to register themselves with a local surgery, dental practice, and opticians where necessary.

Blue Cove has links with the local Child and Adolescent Mental Health Service (CAMHS) and other local mental health service providers.

Staff will encourage children to take an active interest in organising appointments and meeting their own health needs. We will encourage and facilitate visits to health practitioners and seek to promote healthy lifestyles through a variety of means including:

- Actively discouraging smoking, drinking alcohol and drug use
- Promoting healthy eating through good practice and education
- Providing information on a range of associated subjects including 'healthy sexual relationships', drug and alcohol use.

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- Contributing to the child's Health Assessment and Care Plan and their Education and Health Care Plan (EHCP) where the child is identified as having additional learning needs.

Whilst recognising that children may use alcohol and other substances as a part of growing-up, staff will actively discourage these, while promoting open discussions and opportunities for children to talk about any concerns they have, without fear of judgement.

The staff are always available for the children 24/7 and we encourage them to seek help when they require it, with some necessary boundaries in place. The management team operate an open-door policy which means that the children can always come and talk to the managers about their worries. Managers work closely with children and prioritise developing rapport and positive trusting relationships with them. This is evidenced by the presence and involvement of the management team in day-to-day activities around the home.

Qualifications and Supervision of staff providing health care

All staff are required to start their Level 4 'Children and Families Practitioner' course within 6 months of starting their post with completion within two years.

All staff attend medication training (including First Aid) on an annual basis, and each shift will have staff that are trained to administer medication and a qualified 'First Aider' on duty.

In the event of a significant incident requiring medical treatment, children will have access to emergency services and will always be accompanied to hospital to ensure that they are supported whilst they receive treatment.

Measuring how effectively we support children's health needs

At Blue Cove, we take our health responsibilities seriously and always take positive steps to promote and encourage all aspects of health. We also like to support the child to take an active interest and responsibility for their own health needs.

As well as having a highly trained approachable staff team around them, children are allocated a keyworker. This person is their main point of call and

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will arrange, support attendance at medical appointments and advocate for the child's wishes and needs.

Excellent communication, information sharing, and multi-agency work with other relevant professionals ensures all aspects of health are considered and addressed.

All the child's care including health is overseen and supported by a senior member of the team. This ensures we deliver the highest quality of care to our children.

Blue Cove continuously review the children's health needs. This is monitored and recorded and can be evidenced in -

- Running sheets / Daily records
- Child's Medical file
- Monthly Keyworker reports
- Children Looked After Annual Health Assessments
- Children Looked After reviews
- Keyworker records that evidence the identification and accessing of specialist services to support the child's individual needs.
- Recording of all appointments or meetings attended regarding the child's health.

POSITIVE RELATIONSHIPS

Supporting Contact

Every child living at Blue Cove is encouraged to spend time with their family, and other people who are important to them, in line with their Care Plan. When agreeing such arrangements, the wishes of the child will be taken into consideration, alongside the need to limit the impact on other children living in the home. Where appropriate, Blue Cove works closely with the people that are important to the child and will sensitively support them to maintain, build or repair relationships that are important to them.

On admission, there **must** be agreement on:

- Who the child should have contact with, where, and how frequently.
- Who the child should not have contact with. This may be because of Sussex Child Protection and Safeguarding Procedures or court order etc.

- Type of preferred contact e.g., telephone, letter, visits.
- Frequency and duration of visits.
- Any special instructions regarding contact e.g., supervised visits. Any contact that is supervised at the level agreed in the contact plan with observations reports completed and shared as needed.

PROTECTION OF CHILDREN

Our approach to the monitoring and surveillance of children

Please see Practice Guidance on The Use of CCTV.

Issues of privacy and dignity are highly valued at Blue Cove and surveillance through electronic methods is only used for the entrance of the building, where staff can view any threats without having to physically approach an intruder.

CCTV surveillance is provided for security at the entrance of the home and in the car park only and is not used to observe or monitor children. Each child, or someone with legal responsibility for them, will be asked to provide their written consent addressing issues of surveillance which outlines the clear guidance around how images and footage will be used.

Our approach to Behaviour Support & Physical Intervention

Blue Cove offers children a safe and nurturing environment where they can feel listened to and cared for. Staff will build meaningful relationships with children and with time, it is hoped that children will start trusting the adults around them and feel comfortable to communicate their needs and worries. As this process often brings up some unresolved issues, it can affect the children's ability to manage their own behaviour and boundaries. Staff are there to help and are trained in de-escalation techniques as a part of the Team Teach approach.

If a child is unable to manage their own behaviour and it becomes unsafe for themselves or others around them, staff would intervene. Initially staff would use distraction, avoidance, time out and other behaviour management strategies to support the child to manage their behaviour. If these techniques are not working, then a physical intervention may be required as a last resort. All staff are trained in Team Teach behaviour management techniques. Team

Teach provides staff training in behaviour supports and interventions including positive handling strategies. The Positive Handling policy will always be followed.

We occasionally use sanctions to encourage children to make positive choices for themselves. Ideally, we would like the child to accept responsibility for their actions and be willing to make it right and do some reparation for their actions.

Our preferred way of supporting the children is by rewarding them when they have made positive choices for themselves. Staff will always give praise to children when they make positive choices and sometimes reward the children for their positive actions. These rewards could include trips out, small gifts, dinner out with staff or something the child has requested.

We try to avoid using sanctions as we view this as negative re-enforcement but sometimes this is unavoidable. The sanctions will be personalised to each child and will depend on the incident requiring the consequences. This could include a time-limited restriction of activities, extra household chores (to address any mess), or monetary sanctions to replace items.

Blue Cove aims to work in a manner that promotes the welfare, safety and needs of both the children and the staff. This is achieved through consistency and working in a non-confrontational way, giving children choices and support in making them.

The following related Practice Guidance is also available:

[Dealing with Challenging and Violent Behaviour](#)

[Use of Restraint and Physical Interventions](#)

[Building Positive Relationships](#)

Staff training and competency in behaviour management

All staff are required to complete a newly revised training pathway for residential staff which covers all core areas of service delivery, with a specific focus on behaviour management and promoting positive relationships. Staff competency around managing conflict and difficult behaviours is observed by managers and discussed in supervision on a regular basis. On the rare occasions where physical interventions are used, there is a full debrief with staff and children, separately if necessary, and any learning needs are identified. Following any physical intervention with a child, they will be supported to access medical attention as needed.

Apprenticeship provision

The department provides a Diploma service through its own Diploma Centre.

All new staff that do not already hold NVQ Level 3 in Caring for Children & Young People or Diploma will begin working towards a new apprenticeship - Children, Young People and Families Practitioner (Level 4).

This will commence after the first six months of employment and after completion of their mandatory training pathway. The Centre also provides access to A1 Assessors awards and Level 5 Diploma in Leadership and Management in residential care.

LEADERSHIP & MANAGEMENT

The name/qualifications of the Registered Provider, Responsible Individual and Registered Manager

Contact details

A) Registered Provider:

West Sussex County Council, County Hall, Chichester PO19 1RG

B) Responsible Individual:

Julian Skeates, Residential Service Lead, West Sussex County Council, County Hall, Chichester, West Sussex, PO19 1RQ

Julian has worked within Children's Residential services for over 30 years. He has worked for a number of different local authorities in a variety of posts during that time, including being the Registered Manager for Children's homes that have been rated Outstanding or Good by Ofsted for many years. He holds the requisite qualifications to undertake this role. He is committed to a child centred and multi-agency approach to residential work and articulates the need for a cohesive supportive staff team that is well supported by training and a strong management structure.

C) Registered Manager (pending registration): Emma Gibbons

Emma's career in Residential Care started in 2013. In this time, she has worked as a Residential Support Worker, a Senior Support Worker, a Team

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Leader and Care Manager with both adults and children. Emma currently holds the position of Registered Manager in Blue Cove (pending registration).

Emma has extensive knowledge and experience of working with children with varying degrees of additional needs including but not limited to attachment issues, trauma, PDA, learning disabilities, autism, and complex behaviours that challenge.

Current qualifications include:

- Level 5 Children, Young People and Families Manager Diploma – completed 28.09,2021 – awaiting certificate
- Level 3 Health and Social Care Diploma

Experience & Qualifications of Staff

Please see Appendix 1

Management & Staffing Structure (Supervision Arrangements)

West Sussex County Council has a supervision policy for staff which is also supplemented by recently developed Practice Guidance documents for the children's residential service.

All staff receive regular monthly supervision, including informal, one to one session, practice observations and peer group support. Alongside this all staff have ongoing appraisal meetings throughout the year which address performance, career progression and objective setting for the coming year.

In addition, Blue Cove operates an 'open-door' policy for staff, whereby they can raise any issue of concern with their line manager as required. The management team are also present and work alongside staff in order to maintain positive working relationships.

CARE PLANNING

Criteria for admission

The criteria for admission to Blue Cove are as follows:

Children's Residential Services

1. The child will be aged between 12 - 16 years on admission.
2. The child will present with a range of social, emotional, and behavioural difficulties that are nonetheless compatible with communal living with appropriate support
3. The child will be resident in West Sussex
4. Impact risk assessment – new admissions are only considered if the impact risk assessment indicates that they would benefit from the services provided, and their presenting behaviours would not negatively impact other children living in the home.

In order for us to consider any referrals, we must have a fully completed and up to date Referral Document from the Placement Finding Team.

Blue Cove **cannot** provide support to children with the following needs, other than in the most exceptional circumstances:

1. Known history of harmful sexual behaviour to others as a primary behaviour
2. Profound learning and physical disabilities
3. Known history of excessive and persistent violence, substance misuse and/or fire offences that could place other children at risk

Referral and placement process

Please see practice guidance on Referrals.

It is our aim that all children will experience a consistent, calm, and welcoming arrival at Blue Cove. In the majority of cases, admissions will be planned in advance and co-ordinated by all professionals involved in overseeing the support of the child.

Blue Cove requires the following information prior to a placement commencing:

- Up to date Child Looked After Care Plan
- Completed Referral form
- Signed consent forms
- Copies of Support Plans, risk assessments and incident summaries from previous placements (as applicable)
- Copy of any current legal documents i.e., Care Order (as applicable)

Following a referral, the Blue Cove senior management team will complete an Impact Risk Assessment based on the information provided by the referrer which will inform the decision of whether the referral is suitable for Blue Cove.

Children's Residential Services

This will also provide guidance on any measures that need to be put in place to support a successful transition into the home.

- Prior to arrival, staff will undertake the following tasks:
 - Prepare the child's file including a draft Support Plan, Safety Plan, Positive Behaviour Support Plan and Missing Plan based on existing information
 - Prepare a Children's Guide considering any additional needs or language requirements
 - Where possible, a member of the management team will make contact and visit the child at their current placement or family home as soon as possible to introduce themselves, allay any fears they may have and gather any additional information required to support their arrival and settling into the Home.
 - If at all possible, the child will be offered the opportunity to visit the home and if possible, to stay overnight if they wish. During these visits, the child will be shown around the home, meet their prospective key worker and other children living in the home.
 - Children living in the home should be informed of a new placement prior to their arrival.

Blue Cove does offer and accept emergency placements which may include same day placements. Each referral will be looked at on an individual basis, as a minimum, we would require a fully completed referral form in order to be able to complete an Impact Risk Assessment prior to accepting a referral. A Support plan would be produced within 24 hours of arrival and a Placement Planning meeting would take place at the nearest opportunity but no more than 72 hours after arrival, this is to account for same day placements that may fall just prior to a weekend. All decisions about referrals are at the discretion of the management team at Blue Cove in consultation with the Service Lead for Residential.

The following points will be considered at the point of referral:

- Identification of need/s and whether these can be met at Blue Cove.
- The rationale and need to place this child in our short-term emergency assessment provision
- Risk factors
- Contact arrangements
- Education arrangements

Children's Residential Services

- Health care needs

The referral and admissions processes at Blue Cove are thorough, as we know this helps children to adapt to residential living, and to accept their placement.

Once a moving in date has been confirmed, where possible, Blue Cove staff will arrange a series of meetings and introductory visits to the home for the child and will also visit them where they are currently living if appropriate. This information gathering stage is crucial to begin to build rapport with the child and address any anxieties or concerns they may have. Staff will provide the child with a copy of the Blue Cove Children's Guide which explains the day-to-day arrangements at the home and contains photographs of staff to help familiarise children with the team.

A Placement Planning meeting will take place where all final arrangements will be discussed in detail, and all current information about the child will be exchanged.

A Support Plan will also be agreed with all the relevant parties. This will outline the overall aims and objectives for the placement as well as day to day matters such as agreed contact.

APPENDICES

Staff list

BLUE COVE TEAM

NAME	POSITION	EXPERIENCE	QUALIFICATION
J.S	Responsible Individual	25 years within West Sussex, 35 years residential experience	NVQ Level 4 in Leadership for Health & social Care and Children & children's Services
E.G	Registered Manager (pending registration)	8 years within residential settings	Level 5 Diploma Children, Young People and Families Manager Diploma – completed 16.09,2021 – awaiting certificate Level 3 Health and Social Care Diploma

Children's Residential Services

B.B	Assistant Residential Team Manager	19 years' experience in residential childcare, 6 years within West Sussex County Council	Level 3 Health and Social Care Diploma Level 4 Diploma Health and Social Care
B.S	Assistant Residential Team Manager	7 years' experience in residential childcare.	Level 5 Diploma in Leadership and Management for Residential Childcare Level 3 Children and Young People's Workforce Diploma
L.T	Team Leader	17 years' experience in residential childcare	Level 3 Health and Social care Diploma
S.S	Team Leader	3 years' experience in residential care with WSCC	Level 3 Diploma for Residential Childcare
	Team Leader	Post Vacant	
	Team Leader	Post Vacant	
K.H.S	Residential Childcare worker	7 years' experience supporting children with complex needs	
L.J	Residential Childcare worker	2 years' experience in residential care	
	Residential Child Care Worker	Post Vacant	
	Residential Child Care Worker	Post Vacant	
	Residential Child Care Worker	Post Vacant	

Children's Residential Services

	Residential Child Care Worker	Post Vacant	
	Residential Child Care Worker	Post Vacant	
	Residential Child Care Worker	Post Vacant	
	Residential Child Care Worker	Post Vacant	
EK (BC)	Night Residential Child Care Worker	13yrs as care assistant with adults	Working towards apprenticeship level 4 residential diploma
	Night Residential Child Care Worker	Post Vacant	
	Night Residential Child Care Worker	Post Vacant	

Please refer to our Work force Development Plan for further structure and information on our staff.