

Oakley House Children's Home

Statement of Purpose

Oakley House Children's Home Ltd

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Oakley House Provides Accommodation for:

Children with emotional or behavioural difficulties EBD
Children with learning disabilities LD

Contents

Quality and purpose of care

1. The range of needs of the children for whom it is intended that the children's home is to provide care and accommodation.
2. Ethos and outcomes and how we will achieve them.
3. Accommodation offered by the home.
4. Location of the home.
5. Supporting the cultural, linguistic and religious needs of children.
6. How to make a complaint.
7. Child protection and behaviour management policies
8. Policy and approach to consulting children about the quality of their care.
9. Policy and approach in relation to anti-discriminatory practice in respect of children and their families and children's rights.

Education

10. Supporting children with special educational needs.
11. Education curriculum and the arrangements for education.
12. Promoting educational attainment.

Enjoyment and achievement

13. Creative, intellectual, physical and social interests and skills.

Health

14. Health Care and Therapy

Positive relationships

15. Promoting contact between children and their families and friends.

Protection of children

16. Monitoring and surveillance.
17. Behaviour support.

Leadership and management

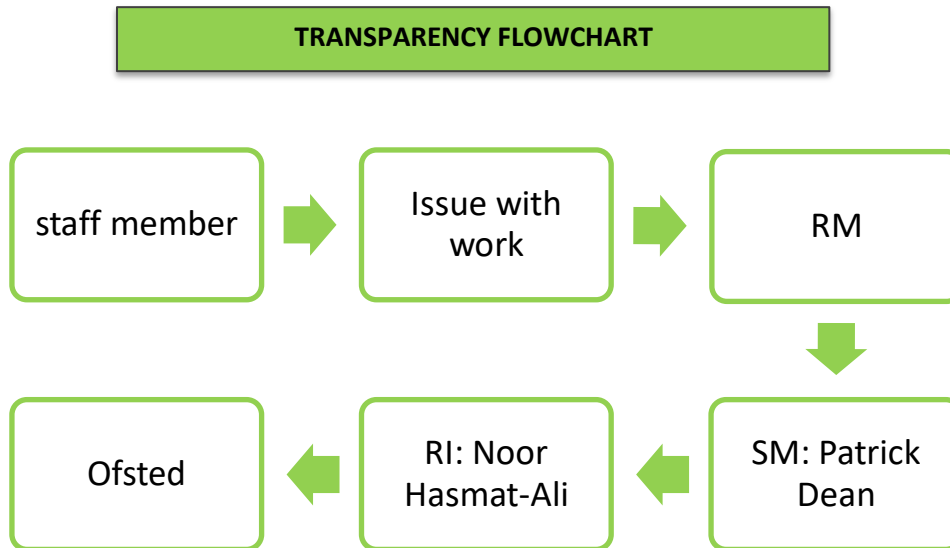
18. Registered Provider and Managers contact details.
19. Experience and qualifications of staff.
20. Management and staffing structure and support.
21. Promoting appropriate staff role models.

Care planning

22. Admission of children to the home, including emergency admission.

Transparency

In order to support Oakley House Children's Home Ltd and provide transparency, we have the following reporting structure in place as per the Whistle Blowing Policy.



Introduction

In order to comply with Regulation 16 Children's Homes Regulations (2015) each home is required to have a Statement of Purpose. The Quality and Purpose of Care Standard specifies that the statement of purpose is clear and available to staff and children and reflected in any policies procedures and guidance. It is available to the responsible authority and any parent or person with parental responsibility.

Quality and Purpose of Care

1. A statement of the range of needs of the children for whom it is intended that the children's home is to provide care and accommodation.

Oakley House Children's Home is a large 4 bed detached dwelling located in the Great Wyrley district of South Staffordshire. Oakley House is a Subsidiary of Family First Fostering. It has been purposely set-up as a Children's Residential Home for a maximum of 3 young people of either gender (boys/girls) from 10 years to 18 years at any one time and children with:

- Children with emotional or behavioural difficulties EBD
- Children with learning disabilities LD

Oakley House Children's Home is a children's home providing short-term to long-term residential placement for young people.

We work with a range of young people with special needs, some of whom are Statemented under the Education Act 1944-2011. The young people who live at Oakley House Children's Home will have come from a range of settings and experiences, e.g. home, family/relatives breakdown, fostering breakdown, other residential Homes.

With support, guidance and assistance, we aim to:

1. Work within the Care Plan as agreed with the Local Authority and to rehabilitate the young person within a family environment.
2. Provide short to long- term residential care placement.

The young people who come to live at this home will be offered an on-going assessment and a programme of social care, promoting education, providing a stimulating environment where young people have the opportunity to reach their potential.

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

Oakley House Children's Home LTD

Mission Statement

'Oakley believe that The Home is committed to providing a safe, secure and nurturing environment designed to harness, develop and sustain the hopes, talents and aspirations of children

Our Aims:

Oakley House Children's Home offers an environment of caring wherein the atmosphere of encouragement, acceptance, and respect for achievement and sensitivity to individual needs is paramount. Accepting this, the overall aims for the young people being looked after by us are:

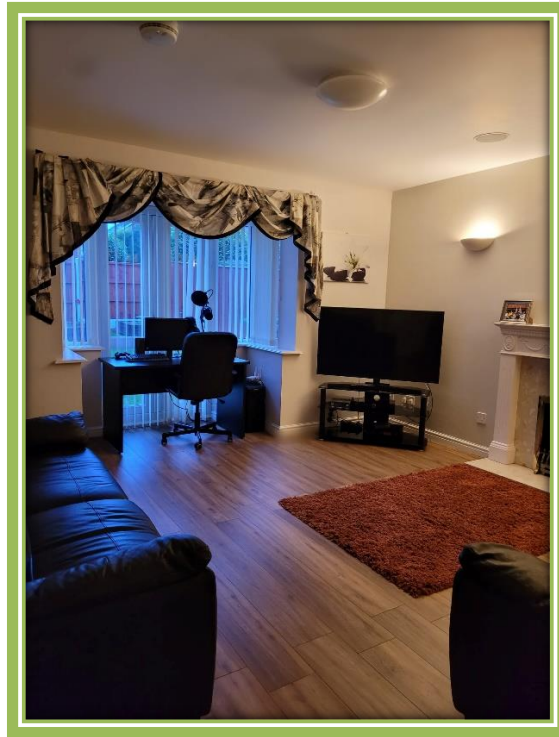
- To ensure that children and young people in Oakley House Children's Home are protected from significant harm, whether it is emotional, physical, sexual abuse, neglect or bullying and to a supportive environment that offers stability and consistency
- To work in partnership with Placing Authorities and Significant Others that have an interest in the well-being of the young person in meeting their needs.
- To promote and develop the young person's emotional, physical, social, educational and cultural / religious needs.
- To support and encourage young people views, participation and involvement in their overall care

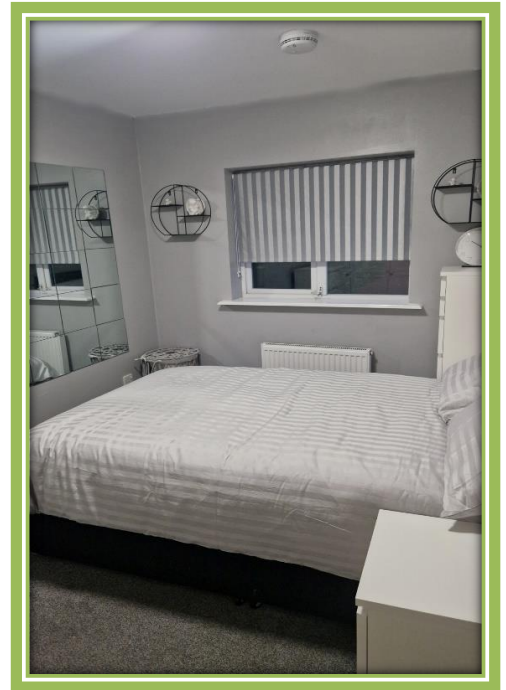
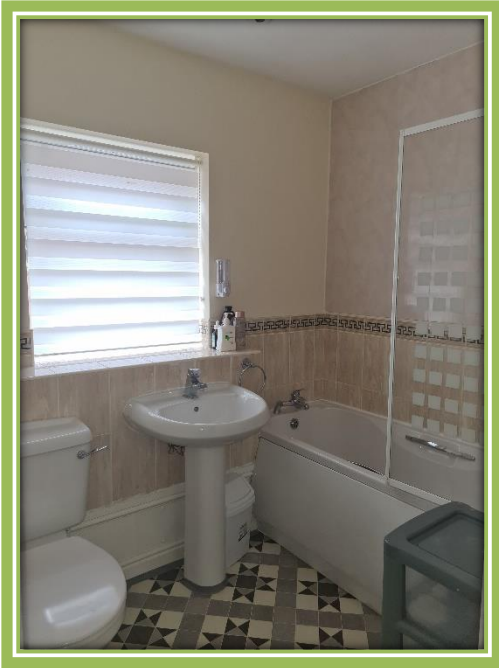
We hope to achieve this by:

- Clear Governance Strategy and Structures.
- Service User and Carer Involvement.
 - Matching.
 - Thorough Care Planning.
 - Environment and Facilities.
- Services and Resources to Support Staff.

*3. A description of the accommodation offered by the home, including:
(a) how accommodation has been adapted to the needs of children;
(b) the age range, number and sex of children for whom it is intended that accommodation is to be provided; and
(c) the type of accommodation, including sleeping accommodation.*







Oakley House Children's Home has been adapted for use as a residential children's home such as upstairs bedroom window restrictors, thumb door locks, smoke alarms in all bedrooms and emergency lighting. Oakley House is for a maximum of three (3) young people of either gender (boys/girls) from 10 to 17 years of age.

Oakley House is a Children's Home, situated in a quiet residential area of Great Wyrley, South Staffordshire.

It is a detached house with four bedrooms, one communal bathroom, one Staff bathroom, a kitchen, lounge, living room, dining room, downstairs toilet, office, conservatory and a garden with a shed; there is a front part tarmacked/block paving area for car parking.

The ground floor is open planned and spacious, comprising of an entrance hallway; an office; kitchen; lounge and dining room; conservatory and a WC.

The home has spacious communal areas, which include a lounge, a dining room with books and games, kitchen, conservatory with a bean bag sofa. The children also have access to a private telephone. There is a large garden, which includes a shed for storing bikes, fishing equipment etc.

The home has three young people's bedrooms; each bedroom is furnished to a neutral standard which can then be personalised by the each young person.

There is also another bedroom on this floor which accommodates staff, the home also has a bathroom with a bath, shower, toilet and sink and the home is well furnished and tastefully decorated throughout.

The home has been refurbished to ensure that the appropriate privacy, hygiene facilities, laundry facilities and kitchen area are appropriate for use in a children's home. The home has been adapted to ensure it meets fire and health and safety regulations.

4. A description of the location of the home.

Oakley House is situated in the Great Wyrley district of South Staffordshire; it is situated close to local bus routes and railway stations with easy reach to the main town.

The home is near a main bus route to Cannock and Walsall town centre which has a shopping centre, swimming pool, sports centre, cinemas, theatre, bowling alley, railway station, restaurants, etc. Locally there are also youth clubs, dance classes, football teams and drama groups, gyms, boxing club, table tennis club the children can join.

At Oakley House Children's Home our Activity Policy is to encourage and consult all young people to participate in activities. These activities are put forward by the young people and members of staff after having a group discussion. Staff plan, organise and implement activities with assistance from their colleagues who may be on duty. Individual young people are also encouraged to pursue their own leisure interests, e.g. football, community -activities, dancing, track and field athletic events, drama classes and community/cultural events. All young people are encouraged to participate as a group or as individuals and most importantly they are to have fun.

If a young person's school offers extra-curricular activities, then the young person is supported and encouraged to participate if they wish to do so.

We also try to encourage young people to participate in physical exercise and choose activities that they will enjoy doing. We appreciate that all young people have different individual needs with different skills, experience and abilities thus will have varying likes and dislikes. All their ideas are put forward and included

within the weekly young person’s house meeting and added to their own individual activity plan. Attractions that are within traveling distance to the home include:

Cinema	Swimming	Drayton Manor
Ice skating	Ten pin bowling	Videos
Alton Towers	Stratford upon Avon	Cadburys World
Dry Slope skiing	Iron Bridge Museum	Cycling
Walking	Think Tank	Sea Life Centre
Golfing Range	Computer games	Quiz nights
Pool Clubs	Cannock Case	Youth Clubs
Snooker Clubs	Boxing Club	Library
Guides, Scouts	Driving Experiences	Sedge way
Shops		

Limited activities will be available throughout the Pandemic COVID-19 due to temporary closures of businesses and Government restrictions.

Staffordshire also has a local operation in place to protect young people who are at risk. The police also have an Anti-Social Behaviour, CSE (Child Sexual Exploitation), Vulnerability and Partnership Officer, PC 5300 Rhodes, who liaises with the home regarding young people who regularly go missing from care, he also provides support and advice regarding other safeguarding issues that may affect the welfare of children.

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

We aim to support the young people’s individual cultural needs within the homes. We employ a diverse staff team through the organisation. The staff come from a variety of different ethnic backgrounds or share different values, religions and beliefs and food.

We support the young people to learn to respect and enjoy diversity. This enables them to develop their own cultural identity for now and the future.

All cultural needs are documented and reviewed within the young person placement plan, education plans and key working reports.

We acknowledge and respect the need for young people to maintain all important religious contacts and practices and will work to maintain these if the young person wishes to do so.

Where we have limited knowledge of a particular young person’s cultural or religious needs we will ensure that links are made within the community to seek the information that we will need to provide holistic care for that child.

We welcome family and community support in meeting the cultural and religious needs of the individual.

Young people can live with us have various language differences.

This can be supported on an individual assessment of how the home would best meet their needs, e.g. an interpreter for meetings or contacts etc.

Young people are encouraged to celebrate and participate in religious observance, e.g. Ramadan, Eid, Diwali, Christmas, Birthdays and other religious festivals, which are displayed on the diversity calendar. The weekly menu also tries to reflect the specific religious celebrations.

6. Details of who to contact if a person has a complaint about the home and how that person can access the home's complaints policy.

Oakley House is dedicated to providing a high-quality service; therefore, we view all complaints seriously.

All residents of Oakley House have the right to complain if they are worried or unhappy with the way that they are being treated. On admission, all young people are given a booklet informing them of this right and the methods they can use to make their grievance known.

In the first instance, it is hoped that the complaint is of such a nature that the young person can feel confident enough to bring it to the attention of staff on duty or their key worker.

If the problem cannot be resolved at that level, then the care or key worker should write a statement of the complaint, and this should be given to the Registered Manager.

If the problem cannot be dealt with internally they will bring it to the attention of the young person's family, and/or social worker and/or legal representative and/or their independent referee.

If the problem can be dealt with internally, the young person can still contact or request that their family, and/or social worker and/or legal representative and/or their independent referee be contacted and informed of the problem.

In some cases, complaints may need serious investigation in which case the young person's key worker or staff member must write a statement of complaint in the complaints log. A copy of the complaint will be placed on the young person's file and a copy given to the young person.

Within seven days of being notified the unit manager will inform the young person of what action is being taken.

Any young person who discloses abuse by any adult/young person, must be treated with sensitivity and all child protection procedures started without delay.

Complaints are taken seriously and we will resolve problems internally, within recognised time scales when and where appropriate. In addition, each young person, parent or member of the public can make a complaint known to, Ofsted.

The home takes child protection seriously and has vigorous procedures in place to safeguard the young people accommodated; the home also follows strict guidelines in relation to behaviour management.

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Store Street
Manchester, M1 2WD

Telephone: 0300 123 1231
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Email: enquires@ofsted.gov.uk
Website: www.ofsted.gov.uk

England's Children's Commissioner

Rachel de Souza
The Office of the Children's Commissioner
Sanctuary Buildings
20 Great Smith Street
London, SW1P 3BT

Telephone: 0800 528 0731

Email: team@childrenscommissioner.gsi.gov.uk

Facebook: www.facebook.com/officeofthechildrenscommissioner

Twitter: <https://twitter.com/ChildrensComm>

Website: www.rights4me.org

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

Safeguarding

It is our expectation that all staff members are trained and regularly refreshed in the area of safeguarding and child sexual exploitation.

In the event of risk of CSE (Child Sexual Exploitation) the staff at Oakley house will complete the CSE Risk Assessment (within the CSE Policy). This will be completed in conjunction with working with other professional agencies.

Staffordshire Police have also implemented a Looked after Children New Arrival/CSE risk management information form that will be used in the event of a new placement or if CSE is suspected.

The company has services that Oakley House can call upon in cases where intensive support is required. This can come in the form of the EFT (Emotionally Focused Therapy) or behavioural Counsellor who can work with young people and staff in promoting the wellbeing of the young person.

The home's Designated Safeguarding Officer or Designated Senior Manager should be contacted in the first instance should you have a safeguarding concern by following the flowchart in the safeguarding and child protection policy.

Staffordshire County Council's First Response Service, Telephone: 0800 1313 126,
Mobile: 07773 792016, Open: Monday - Thursday 8:30am - 5:00pm, Friday 8:30am - 4:30pm
E-mail: firstr@staffordshire.gov.uk

Emergency Duty Service, (Out of Hours Service), Telephone: 0845 6042886,
Mobile: 07815 492613 or email: firstr@staffordshire.gov.uk

The First Response Team will ensure that the matter is passed promptly to the designated officer (formerly LADO), and assist in initiating any priority safeguarding activities.

Missing from Home

The home has an 'Absent/Missing Children' Policy that provides the minimum standard for every young person living at the home.

- Each young person has an individualised missing from care risk management plan that determines the routes that the staff takes to prevent young people from going missing.
- Where a young person has a history of absconding on entering the home the Keyworker ensures sessions are held at the start of the placement to ask the young person what makes them want to abscond and what they think staff within the home could do to help change that.
- The home also looks at what each young person's likes and dislikes and strengths are and what motivates them and incorporates this into the activity schedule to increase their participation within the home, in the hope that this will reduce the risk of them leaving the home without permission.

In specialised high- risk cases the basic missing from home procedure can be altered and extra measures put in place.

- This can involve such things as altering the time a young person is reported missing to the local police.
- Providing 1 to 1 staffing for the young person.
- Supervising any monies and putting personalised incentives in place.
- Where any amendments are made to the missing from homes procedure these are agreed with the placing authority through the young person's social worker and or parents /carers if appropriate.
- Where any intensive measures are put in place the home works with the young person and the local authority on the longer- term goal of lowering the risk level and gradually reducing any extra measures put in place.
- The aim of this is to get young people to make safe choices independently so they are not overwhelmed by the freedom they have when they leave care.

In addition to this House boundary/Management boundary will be consulted throughout. Where a young person goes missing regular telephone and e-mail updates are given to social workers, family members (where applicable) and any other relevant parties.

If a young person is missing more than three times in one month or has been missing for a long duration the home's Manager organises a strategy meeting with the young person's social worker and all relevant parties including the police involved in safeguarding the young person. This allows an opportunity for everyone to discuss the behaviour, make an action plan for the young person's safe return and set any amendments to the young person's care plan.

Following the return of a young person to Oakley House, staff will request a welfare check from an independent person such as Catch 22 as soon as possible and in line with Local Authorities policies, within a maximum of 72 hours. The independent person will complete a welfare check form, feedback information to the staff and where necessary, changes/actions can be put in place.

When a young person is reported missing to the police, the police will gather as much information as they can over the telephone before sending an officer to visit the home to check the young person's bedroom for any additional information that they may be able to retrieve. Depending on the individual young person the Police will risk assess based on the age of the young person, previous incidents of missing episodes and other risk taking behaviours as to whether the missing episode is considered high, medium or low .

The home also has links with PC 5300 Rhodes who is Staffordshire's Police Anti-Social Behaviour, CSE, Vulnerability and Partnership Officer. He works closely with the home regarding any high-risk absconders as well as being someone who the manager can ring up for advice and guidance in relation to young people being missing from care. We also have a local PCSO Karen Terry who visits the home on a regular basis to get updates about the home and young people. Where visits cannot be made Telephone calls will be made instead for updates.

Bullying

Bullying is unacceptable within Oakley House and will be challenged on an individual and group basis when encountered.

Oakley House operates a zero-tolerance approach to bullying including verbal, physical and cyberbullying. This is outlined verbally to the young people when they first arrive at Oakley House, and they also have access to the anti-bullying procedure within the Oakley House.

Young people are encouraged by staff to support them to keep the home free from bullying and to speak up if they are being bullied or know someone who is. As with safeguarding the staff member's relationships with

the young people is pivotal to this in terms of disclosures of bullying and also the likelihood that both bullies and bullying victims will accept support and help from staff. If a child/young person will not take responsibility for their behaviour and continue to pose a risk to other children/young people then a strategy meeting will be convened with the Social Worker to discuss strategies and options.

Bullying is an agenda item in the young people's meetings each week and discussions around bullying or discrimination, including racism, will be recorded in the meeting minutes. An action plan will be drawn up in consultation with the child/young person, staff team and other professionals involved in the care of the child/young person (where applicable). All incidents and occurrences of bullying or other discriminatory actions will be closely monitored within Oakley House, education and community and recorded in the relevant log books.

Oakley House staff will support both the victim and perpetrator of any bullying through 1:1 direct work sessions and education into cause and effects and the impact of bullying. We will also promote restorative resolution to enable the re building of relationships.

8. A description of the home's policy and approach to consulting children about the quality of their care.

At the Oakley House, we fully recognise that Children have their own views, wishes and feelings, and that we must promote each child's right to have a say.

Involvement In their own care

- The children and young people resident within the home will be consulted about every aspect of their care whilst in placement. This will be done both formally and informally using a variety of different means. No child is assumed unable to communicate their views; therefore, appropriate methods for gaining views should be sought and provided. For example, Children's views are sought **during Key working/** 1:1 sessions, reviews and planning meetings.
- Children and young people will be actively encouraged to participate in the development of their individual care plans, reviews and any other key meetings and will be supported and encouraged to ensure their views are heard.
- The children/young people will have opportunity to discuss, debrief and comment following any incident, consequences or use of positive physical intervention. This will consider how we can prevent this from happening again they will also have the opportunity to read and comment on their review reports, care and health plans.
- The children/young people will have regular one to one sessions with staffs to discuss continued needs, progress, any issues and to set targets for the next meeting.
- The Registered Manager is always available for the young people to speak to both openly and in private about anything that is troubling them.

In the running of the home

- Oakley House will have regular young people's meetings to discuss and consult with the children about the operational aspects of the house. Children will contribute to these meetings if they choose to and all children are invited to take part.

- These are child friendly and are age appropriate. Children are given the opportunity to make/voice informal complaints both during and after the meeting. Minutes are kept as a record of discussions and outcomes.
- The children are consulted and may participate in the recruitment process of staff if they choose to.
- Children and young people are encouraged to personalise their bedrooms in line with their individual tastes and interests and will also be consulted about the décor of the home and purchasing new items or re decoration.
- The children and young people will also have regular monthly opportunity to discuss with the Regulation 44 inspector any concerns or issues they may have about the quality of care in the home. Any comments or concerns are raised and discussed with the Manager and appropriate action will be taken in response.
- Opportunities can be arranged for young people to discuss any concerns or issues with the Registered Manager, Responsible individual or the Regulation 44 Inspector.
- A record of the views of children and young people about the development of the home and the children will be regularly consulted throughout the year. Any ideas and suggestions put forward will be considered and the children will receive feedback from the consultation.

We will ensure that Children are provided with information about how to contact the Children's Commissioner, have access to a Children's Rights Officers (within the Placing Authority) and/or an Independent Advocate.

Consultation with others

- The Registered Manager has regular consultation with professionals, families and significant others relating to the care of the child and operational running of the home as part of the Regulation 45 process.
- The home will ensure that any professionals and significant others including family where appropriate are kept informed of incidents, achievements and any concerns relating to the child.
- Formal consultation about the care and operational running of the home forms part of the monthly Regulation 44 inspection.
- The manager, as part of the annual review of the Home will ensure consultation with children and young people,
- Social Workers, Placing Authorities, families, significant others and other professionals inform the continued development of the service.

In terms of participating in their care young people work closely with their Keyworkers on their care plan and are encouraged to discuss what they want for themselves for both the short- and long-term future. They discuss how they think they can reach these goals and what they feel they need to do in order to achieve this.

All young people are given a copy of the home complaints policy and can have access to a telephone to make private phone calls within reasonable times. They are encouraged to share any concerns they have within the home either personally or anonymously if they are more comfortable to follow this route.

*9. A description of the home's policy and approach in relation to—
(a) anti-discriminatory practice in respect of children and their families; and
(b) children's rights.*

Oakley House is committed to equal opportunities and anti-discriminatory practice both in terms of the staff it employs and the children and young people it looks after.

At Oakley House we believe that all people – colleagues, young people and visitors should be treated with respect.

Disruptive or offensive language or behaviour will not be tolerated and will always be challenged. When such incidents are perpetrated by young people they will be dealt with in a way that promotes better understanding and encourages a change of attitude and behaviour. If young people are subjected to discrimination they will be offered protection, comfort and support.

We believe that all young people are equally entitled to have their needs met and to be free from abuse and exploitation. Each young person will have a Keyworker who will explain to them their rights as a looked after child and consistently ensure that these are being met. There will be regular meetings between staff and young people where the issue of children's rights will be addressed to ensure that young people feel that they are being consulted, listened to and treated equally and fairly. This will be evidenced in the children's meetings, Keyworker sessions and 1 to 1 pieces of work.

The advocacy provider for Oakley House is NSPCC Childline (0800 1111) and Coram Voice (0808 800 5792).

Education

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

We provide a structured, stimulating environment in which all children, including those with special educational needs, are valued, included and supported to reach their full potential.

We are aware that every child is unique and all children develop at different stages of their development and have differing needs as they grow and meet the challenges of life outside the home.

We work closely with the parents, liaise with other outside agencies and monitor and review our policy, practice.

Children with special educational needs will be respected and treated as individuals. They will not be discriminated against and any negative attitudes or remarks made to or of children with special educational needs will be discussed.

At Oakley House Children and young people with a Education and Health Care Plan (EHCP) will be supported by the home.

The home will attend Annual Reviews of the EHCP and Personal Educational Plan (PEP).

The home will work within our education policy, ensuring all children will have their needs met.

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.

12. If the home is not registered as a school, the arrangements for children to attend local schools and the provision made by the home to promote children's educational achievement.

Oakley House is not dually registered as a School.

Education is essential for intellectual, social, emotional, and physical development and can be a stable factor in the young person's life.

Education nurtures self-esteem: confidence and resilience and enables integration, future choices and independence.

All Young People are entitled to the same:

- Education opportunities
- Aspirations for success
- Continuity of provision

In Oakley House Children's Home our commitment to the children and young people on admission is:

1. Give priority to obtaining a full education history including statutory Personal Education Plan (PEP).
2. Make immediate contact with education provider and identify appropriate contact person, e.g. the Designated Teacher or Head of Year within each school.
3. Obtain copy of school times, individual timetable and homework timetable.
4. Ensure earliest possible attendance for those with current education provision.
5. Check uniform requirements, including PE kit and immediately provide missing items.
6. Ensure child/young person is fully equipped with school bag and necessary equipment.

Our commitment is to ensure education stability and progress will include:

1. Maintaining an accurate record of attendance, punctuality, homework and behaviour.
2. Regular checks on academic achievement and progress.
3. Provision of a suitable, resourced education/homework area.
4. Supervision and personal interest in homework.
5. Attendance at parent's evenings and other school events.
6. Promotion of extra curriculum activities.
7. Encouragement in use of libraries.
8. Development of personal interest outside of school.

For all children and young people not in school/education provision or during transfer of educational provision we will:

- Provide a structured day of practical activities in-house or externally
- Work with all relevant agencies to secure future full-time education provision.
- Encourage use of libraries and development of personal interests.

At Oakley House Children's Home we:

- Believe that all young people are of different and should be given equality of opportunity and access to resources, regardless of their sex, race, religion, ability or background.
- Endeavour to develop the emotional, physical, spiritual, social and intellectual growth of its children and young people and to encourage and assist them in overcoming their difficulties for their individual benefit and for the benefit of society.
- Aim to provide a parenting environment that helps promote learning and achievement that spreads throughout the day involving children and young people. This includes residential staff working together with Schools with programmes of basic education, social learning, communication skills, education for leisure, and preparation for leaving, adulthood and parenthood that are tailored to the needs of the individuals.
- Where applicable to endeavour to reintegrate all children and young people into mainstream education wherever possible or failing that to facilitate their reintegration into society by the provision of appropriate experiences and support.
- Provide the opportunity for all children and young people to have their achievements recognised through nationally accepted examination certification and participation in the National Record of Achievement Scheme.
- Ensure that we have quality educational resources within our Children's Home.
- Ensure effective use of IT within the home and that all children and young people are supported and encouraged with this.
- Liaise with appropriate professionals within the Education Department where there are particular issues with a pupil's attendance and educational progress.
- Ask Keyworkers to contribute to and to become fully involved in educational meetings to inform the PEP plan and Care Plan and reviews.
- Ensure the children and young people's learning at school is followed up and supported at home.
- We support the children and young people's participation and achievement in SATs, GCSEs, Vocational courses and other qualifications.

The arrangements for the education of our Looked After children and young people.

- All children and young people will be offered education at a suitable School within the community. If necessary, transport will be provided to assist with this process. If the children and young people have no School place for any length of time, the Education Support Worker becomes involved to support in whatever way they can.
- Oakley House Children's Home has an identified liaison person to the Education Department and we offer whatever support we can within the child or young person's Education Plan.
- Oakley House Children's Home works in partnership with a Virtual School.

Staffordshire's Virtual School for Looked After Children provides a support role for schools and Local Authority teams in the form of staffing support; access to additional resources to support educational outcomes; information, advice and guidance (especially around Personal Education Plans); monitoring and tracking of educational outcomes and targets, and training and support at key transitional moments.

Facilities at Oakley House Children's Home

Each child and young person has access to facilities that will enable them to do their school homework.

A computer will be available in communal or study areas, access is made as safe, legal, and age appropriate as possible.

Staff will be available to offer support and encouragement. Children and young people with learning difficulties will be provided with specialist help in order to ensure that their specific education or training requirements are met.

Children and young people can also access information from the staff team when possible. Staff would endeavour to obtain relevant up to date information to enable the children and young people to do their schoolwork.

All young people of appropriate age will have access to an independence plan that will promote and encourage independence skills to ensure that any young person will have the skills required in preparation for moving on into adulthood.

Enjoyment and Achievement

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

Where young people come into the home with particular hobbies or skills they are actively encouraged to keep these going wherever practical.

Part of the role the home has is to review leisure time and to stimulate a broader range of interests that can be kept up when the young person moves on from Oakley House.

This will be developed as part of the care plan and it is intended that there is planned and unstructured time.

We aim for each young person to have at least 1 'extra-curricular' activity which involves him or her outside the home.

We use this not only to develop self-esteem but also to broaden links and the possibilities of positive friendships with other children and young people in the Community.

There is a wide range of choice including horse riding, swimming, cycling, football clubs, tennis clubs, cricket clubs and ice-skating as well as more community-based activities such as guides, cadets and St John's Ambulance.

There are also opportunities for group excursions to places of interest and theme parks.

An annual holiday takes place, which can be abroad and long weekends away. Half term breaks take place throughout the year.

Meetings are held between children and staff to encourage and promote participation in the recreational activities and establish an activity framework that benefits each child and is reflected in their individual care plan.

Whatever the activity, children will be supervised by appropriately trained staff and a focused risk assessment undertaken that does not limit the children's chances of engaging in age appropriate activities.

Any particular cultural activity that is required or requested by a young person will be met and incorporated into their routine and planners.

HEALTH

14. Details of any healthcare or therapy provided, including
(a) details of the qualifications and professional supervision of the staff involved in providing any healthcare or therapy; and
(b) information about how the effectiveness of any healthcare or therapy provided is measured, the evidence demonstrating its effectiveness and details of how the information or the evidence can be accessed.

Oakley House is not registered as a therapeutic community. However, we have the access to a behavioural therapist on a freelance basis subject to Local Authority approval. The therapist is responsible for ensuring appropriate clinical supervision takes place

At Oakley House Children's Home we endeavour to ensure that the young people live in a healthy environment where their health needs are identified and promoted and services provided to meet them.

Staff have a significant role in promoting an awareness of health issues and healthy lifestyle. At a basic level, this includes providing good nutrition, ensuring adequate sleep and a proper and onerous regard for personal safety.

The staff member provides children with the opportunity for good health but also work towards preparing them for taking care of their own personal health.

Consent for medication and medical treatment is requested at the planning stage and must be present before any treatment can be given by staff.

All aspects of healthy living should be addressed appropriately, this can include, sexual health, sexual exploitation, smoking, drugs and alcohol abuse.

All children are registered with the local GP during the first week of placement. Should medication or a course of treatment be prescribed, a structure is in place that ensures that this treatment is followed. Children will undertake an annual health assessment. Whilst the focus is on the child's emotional health, the child's physical well-being is no less important. Children have regular optician's appointments. Children receive dental checks and children are supported through any required treatment.

All children are encouraged to pay attention to their personal hygiene with support if required. Personal needs monies are available for the purchase of toiletries and specialist hair and skin treatments. We recognise that children from different ethnic backgrounds and cultures may have specific needs, which relate to their heritage. We will endeavour to liaise with specialist agencies and communities to ensure that the Health and cultural needs are met.

A healthy lifestyle contributes to the positive outcome and attitude of children and we expect referring Authorities to provide all the necessary documentation required for children to meet their physical and health related needs.

Positive Relationships

15. The arrangements for promoting contact between children and their families and friends.

Staff at Oakley House work very hard at building good relationships with the parents and carers of children accommodated in the home where appropriate. Children will be supported and encouraged to maintain and develop family contacts and friendships, subject to any limitations set in their care plan or court order.

There is a private telephone area where young people can call friends and family. There are clear boundaries in place for the use of the telephone; calls must not be made after the young person has retired for the night. In emergency situations staff will permit use of the phone during these times and if calls are made during the night they will be monitored closely by the sleeping in staff on duty.

Where young people's family and friends wish to visit the home, staff can arrange this provided it is safe to do so for the young person, their family member, staff and other residents. When friends or family visit the home, refreshments are always provided and young people given their privacy. Visitors can spend time in the communal areas as the young person is not permitted to have visitors upstairs in their bedrooms other than maybe family members however restrictions may be in place as set out in the care plan or risk assessment by placing authority.

For those young people who do not have contact, the home will liaise with the local authority in promoting that young people have access to an independent visitor/advocate.

We regret that overnight accommodation for visitors is not provided at the home although there is a good deal of accommodation available locally.

Oakley House recognises the importance of attachment related issues for its young people and the difficulties that can arise in being apart from family. This can sometimes create issues prior to, during and after contact. Staff are mindful of this and ensure that where contact takes place there is good communication between parents and the home and young people and the home on how the contact went.

The home has its own vehicle. All staff that is in possession of a full driver's licence and wishes to drive is insured to drive the homes vehicles by head office.

Oakley House supports transportation to and from education, appointments and family contact. The home's staff members use the home's young person's calendar when planning such things in and try to arrange appointments and contact for a date and time where the vehicle is not needed for any other things. This is not always possible and at times other methods of transportation need to be explored.

Any staff members who are willing to use their own cars must ensure they have business insurance added on to their insurance policy before they will be allow to transport any young person in their vehicle and that the vehicle is in a safe condition when transporting the young people. This is checked annually by admin.

16. A description of the home's approach to the monitoring and surveillance of children.

The front door at Oakley House is fitted with a sensor alarm where staffs are alerted when the front door is opened. This is to ensure the safety of the young people and staffs at Oakley House.

Every effort is made to ensure the child's privacy, dignity and rights whilst the system is in use.

- The child is made fully aware of its use and the reasons for this.
- We can de-activate the door alarm if needed this will be risk assessed and all relevant parties would be informed and consulted on an individual basis.

All staff has telephone access to the Home's senior staff for support/guidance by way of 24hr x 7 day a week on call person out of hours.

Oakley House also has installed CCTV to cover the front of the building to monitor all activities; this includes a front door CCTV camera.

- ### 17. Details of the home's approach to behavioural support, including information about—
- (a) the home's approach to restraint in relation to children; and
 - (b) how persons working in the home are trained in restraint and how their competence is assessed.

In its vision for Oakley House Children's Home, the registered manager is committed to making Oakley House Children's Home a place where all people can thrive: living, working and learning in a clean, safe and healthy environment and specifically the company is committed to improving outcomes for Children. This behaviour management policy is intended to be a framework that will:

- a) Ensure that children and young people with difficulties of self-control are cared for in ways which are sensitive to their needs.
- b) Provide safeguards for staff in this rewarding, though sometimes difficult role.
- c) Ensure that the safety of both children and staff is treated as equally important.
- d) Throughout this document the term "child" or "children" should be taken to refer to both children and young people.

Physical Intervention

When caring for children/young people who display extremes of behaviour, it is sometimes appropriate to use physical intervention as a method of care and control, to ensure the safety of the child/young person and those who care for them. Physical intervention is always a last resort; after all other interventions have been exhausted. Physical intervention is a reality of the work undertaken, but Oakley House in line with the policy work hard to decrease the need for intervention. Our belief is that the cycle of assessment, monitoring, evaluation and review allows for proactive planning rather than reactive action.

All physical interventions used are recorded, and these reports are monitored by the Registered Manager, Deputy Managers, Regulation 44 Visitor.

All significant incidents and incidents requiring restraint are recorded, and will include a written debrief and comments by the child/young person. The Manager/deputy manager will read, comment and sign every

incident and restraint report. The antecedents are important in ensuring all responses are appropriate and in line with the risk assessment and child's behaviour plan.

Consequences

Oakley House operates a policy of imposing clear and concise boundaries that children/young people must be able to understand. If the child/young person repeatedly challenges or breaks boundaries then a consequence may be imposed. Any consequence is given on the basis that it is within the comprehension of the child/young person, reasonable and relevant to the behaviour.

The child/young person will be given the opportunity to discuss any consequences imposed. All consequences are monitored by the Manager/Deputy Manager who will look at the effectiveness of the consequence, and any patterns of behaviour developing.

Where willful damage or theft has occurred, the child/young person will be encouraged to make reparation in accordance with good practice.

Rewards systems are in place that promote positive behaviour and each goal or target is individually created in response to the needs of each child.

All measures are entered in the record of Consequences and Rewards.

Behaviour Management Counsellor

At Oakley House Children's Home, we use the services of a Behaviour Management Counsellor, who subject to local authority approval provides;

- One to one counselling for young people with emotional/attachment issues related to personal life experiences and separation from their families.
- Guidance for care staff.
- Up to date reports for both individual sessions and for reviews.
- Training in team development where appropriate.
- Liaise and provide advocacy for young people subject to local authority approval.

Leadership and Management

18. The name and work address of—

- (a) The Registered Provider
- (b) The Service Manager
- (c) The Responsible Individual (if one is nominated); and
- (d) The Registered Manager (if one is appointed)

Registered Provider	Responsible Individual	Service Manager	Registered Manager
Oakley House Children's Home Ltd	Noor Hasmat-Ali	Patrick Dean	Post Vacant
SC447457 Shareef@oakleyhousech.co.uk	Oakley House Children's Home Ltd 413 High Street Stratford, E15 4QZ 0203 854 0453	Oakley House Children's Home Ltd 413 High Street Stratford, E15 4QZ 0203 854 0453	Oakley House Children's Home Ltd

The home address is not published in this document for safeguarding purposes.

More information available on request.

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

All workers currently employed at the home have undertaken an Enhanced Disclosure and Barring Service (DBS) and will have documentary evidence of this.

STAFF MEMBER	POST	QUALIFICATIONS	EXPERIENCE
Noor Hasmat-Ali	Responsible Individual	Sociology MSc (Specialising in Social Policy) Diploma of Higher Education (Social Work) Member of Personal Bodies: MBA Alumni Group for University of North London and South Bank University for Social Policy	24 years
Patrick Dean	Service Manager	Diploma in Social Work Bachelor of Arts with Honours Third class Criminal Justice Studies Post Graduate Diploma in Youth Social Work Member of Professional Body Social Work England	38 years

Training:

All staff undertake an induction programme and in-service training to enhance individuals' skills, which will cover the Homes Policies and Procedures this also includes the homes procedures for Health & Safety, Fire procedures, IT, Food & Hygiene and COSHH.

Upon induction, staffs receive a copy of their staff handbook to support their integration into the business enabling them an understanding of the Home's ethos, values and policies and procedures from the onset of their employment.

This will keep staff up to date with professional and legal developments within all areas require to meet the needs of the children and purpose of the setting, and training keeps them up to date with professional, legal and practice developments and reflects the policies, legal obligations, and business needs of the home.

This initial induction will cover the homes procedures for recording of information, Systems and Monitoring

Core Training includes.

Safeguarding Children Advanced Level
Safeguarding Children with disabilities
Deprivation of Liberty (DoLS)
Positive Behavioural Support
Positive Behaviour Training
Team Teach
De-escalation and young people no physical
De-escalation, physical intervention, and breakaway
Diversity and Inclusion Children's Home
Racism, discrimination, and Intolerance
Equality and Diversity
LGBT
Criminal exploitation and county lines
Care planning and key working
Missing from care
Child sexual exploitation
Internet safety
Positive risk taking
Medication Advanced
First Aid
Black lives matter
Anti-bullying
Health and safety advanced level
Infection control
Coronavirus Outbreak
Health and Nutrition
Food safety and Hygiene Advanced
COSHH
Fire Safety
Childhood Trauma
Complex Trauma Advanced Level
Autism Spectrum Disorder
ADHD and Autism Advanced Level
Psychological First Aid: Support Children and young people
Gangs and County Lines

Knife Crime prevention in children's homes
GDPR for Children's home staff
Isolation
Alcohol awareness Advanced Level
Manual Handling
Personal Protective Equipment
Radicalisation and Extremism
Reporting and recording Advance level
Risk Management and safer caring
Self-harming behaviours
Sexual Abuse and recognising Grooming.
Understanding depression and suicide
Ligature
Play Therapy
Female Genital Mutilation

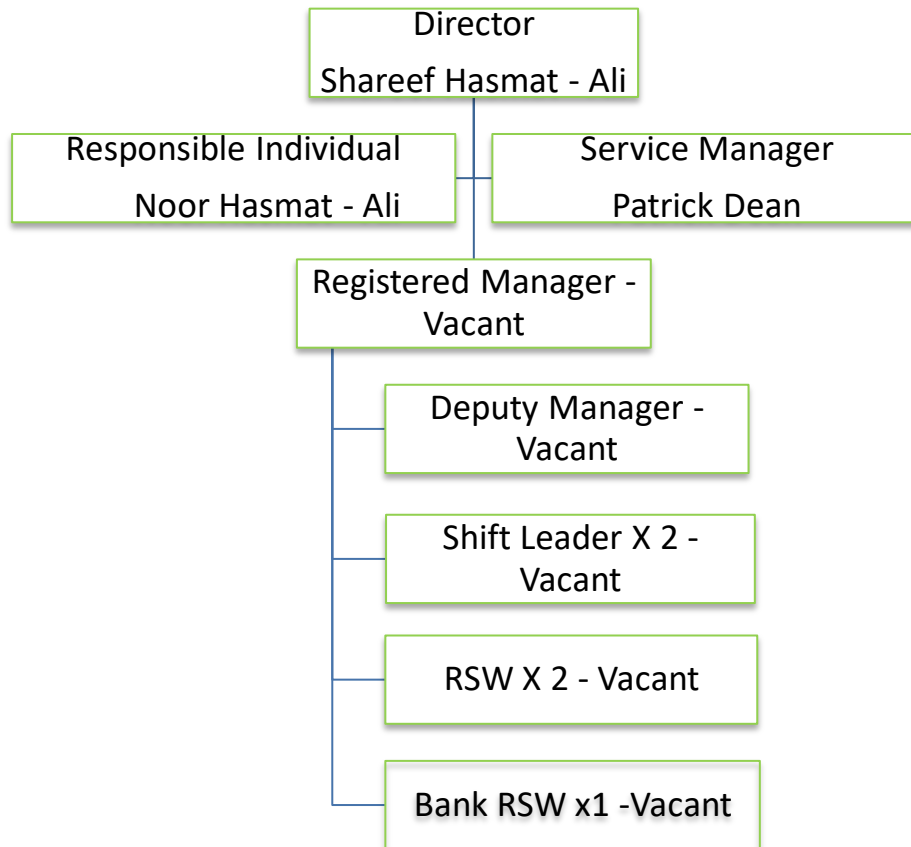
The Physical Intervention Training equips staff to de-escalate, intervene and also to re-engage with young people who are in crisis. Safe restraint and holding techniques are part of the course content but only to be used when all other de-escalation techniques have failed.

All staff members who have been in the company for over 12 months have completed all of the above courses. Those who are in their first year of employment are enrolled onto the courses as and when they are run. All staff members have refreshers of these training courses. All full-time contracted staff members are expected to complete the Level 3 Diploma for Children and Young People's workforce within their first two years of employment.

Training needs will be discussed, agreed and monitored through the supervision and appraisal process. Staff PDP. All training will be added and updated on the Staff Training Matrix. Managers also have safe recruitment training.

20. Details of the management and staffing structure of the home, including arrangements for the professional supervision of staff, including staff that provide education or health care.

Staffing Structure



Oakley House provides care 24 hours a day with a minimum of 2 Care staff at any one time. The home is flexible and well equipped to increase staffing to accommodate any young people who require 1 to 1 support.

Oakley House has a Registered Manager, and a Deputy Manager, Shift Leaders, Residential Care Worker, Bank Residential Care Workers.

There is an on-call system within the management team that covers out of office hours.

All staff members have regular supervisions to discuss individual areas of concern, well-being of staff, any progress made or areas in need of development.

A record of staff supervision is kept on each person's supervision record which includes practice related reflection. Managers ensure that supervisees are aware of their role are able to raise queries and concerns and know who they are accountable to.

Future training and development will be provided by management assessment via the supervision and the performance management process.

Team meetings occur regularly. The meeting enables the team to deal with day-to-day business concerns, quality assurance, monitoring, modelling and mentoring with clear targets and expectations set. Within this meeting issues raised around the young persons are discussed, decisions and responses. Team meetings are led by the Manager. In order to ensure productive outcomes/decisions the Key Worker is expected to have completed an overview of their key child and present a summary of the young person's week, addressing any issues in the following areas: -

Engagement in activities

- Relationship with adults and peers
- Family relationships
- Patterns of behaviour – positive and negative.
- Emotional wellbeing
- Achievements
- Significant incidences to include triggers, patterns, and trends
- Goals, individual work, 1:1 sessions

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 staff team are mixed gender, Oakley House actively promotes the recruitment of both genders and minority groups and individuals are appointed to ensure the overall needs of the children are met in line with the homes equality and diversity policy.

Care Planning

22. Any criteria used for the admission of children to the home, including any policies and procedures for emergency admission.

The young people who come to Oakley House Children's Home are generally for short to long term placement. We aim to provide stability and we will work with the young person, their family, social worker and other professionals to achieve the following positive outcomes:

1. Rehabilitation to support the young person to return home.
2. Preparing the young person for fostering.
3. Preparing the young person for independence.

It should also be expected that the „needs“ specified within the referral or care plan and/or social work assessment should relate to the type of living and educational programmes and provision that Oakley House Children's Home is able to deliver.

- Oakley House Children's Home does not offer secure accommodation, or a remand facility, nor is it a „therapeutic“ community home.
- Oakley House Children's Home would consider young people with DOL's (Deprivation of Liberty) or LPS (Liberty Protection Safeguards) - (subject to consideration of the terms identified in the court order)

- Oakley House Children’s Home can offer a variety of different services and activities. Any specific services or activities should be identified and discussed with the managers during the referral process.
- Young people should be aged between 10 and 17 on admission.
- The Management will consider the welfare of other young people in the consideration of referrals. This consideration will include a matching process.
- A visit to Oakley House Children’s Home by the referring Social Worker is essential with the young person prior to admission.
- It is expected that the Social Worker will make a commitment, in the Care Plan, to make regular visits to the young people they represent not only just at times of crisis or for meetings.
- Emergency referrals can be admitted.

When a referral is made to the home then the Children’s commissioning services and Social worker must first decide that the children’s home has the skills and capacity to meet the individual needs of the child. A detailed referral form to be completed by the allocated social worker. Social worker should then ideally, visit the Home and meet with staff and a mutual agreement is made that Oakley House can meet the child’s individual’s needs.

When an admission is agreed, the following must then be on file for that young person:

Initial Placement Risk Assessment undertaken.

- Essential information.
- Placement Plan.
- Any up-to-date Care Plans.
- Appropriate background reports.
- Any updated “screening of mental health needs for children” (if available).
- Placement Referral Form.
- Personal education Plan if available
- Consent for medical treatment and medication

It is highly recommended that a Pre-Admissions Meeting is held to:

- Share relevant information.
- Identify the process of meeting the care needs referred to in the placement plan.
- Discuss risk issues.
- Discuss management issues.
- Identify the desired outcomes for the child whilst cared for at the home.
- Agree admission process. This should whenever possible include visiting the young person and them visiting the home.

Within the first 72 hours of admission a Placement Planning meeting should take place, this will look at any specific health needs, safeguarding issues, leisure needs, religious needs, contact arrangements and living skills, and if the placement is suitable both for the young person and the home.

If information is not provided or meetings do not happen at agreed timescales, then this may place the placement at risk.

Within 28 days of admission, a Looked After Child Review should be convened by the allocated social worker in order to:

- Agree the placement and Care Plan.
- Detail the specific purpose and outcome of the placement.
- Detail the specific roles of all professionals involved in the child's life:
- Oakley House does not primarily function as an emergency resource. However, on occasions such admissions will occur.

Emergency placements will be considered dependant on the needs of the young person requiring the placement and whether they are compatible with existing young people.

Where emergency placement is sought, the following procedure will apply:

- Placement's officer/ referring social worker enquires about placement for child.
- Initial Request for Placement referral Form and Pre-Admission Risk Assessment is forwarded to the placements officer/ referring social worker for completion.
- Completed forms are returned to Oakley House.
- Written agreement is provided of risk management plan and discussions are recorded.
- Upon receipt of the above information, the manager will carry out a Review of the Pre-Admission Risk Assessment.

An immediate decision as to whether the referral is suitable will be made. In doing so the manager will consider the following:

- Does the home have all the information necessary to make a decision?
- Can Oakley House provide services to meet the needs of the young person?
- Will the young person have a positive or detrimental effect on the provision of care for existing young people in the home?
- Is the support being offered to the young person by the placing authority sufficient? If not, what additional support will be required?

The placements officer will be contacted to arrange a time for the admission of the young person. On arrival a planning meeting will take place with the young person, this should be at the time but definitely within 72 hours.

At the first LAC review after 28 days, a decision will be made as to the suitability of the placement.