



Statement of Purpose

Fairview Children's Home

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Introduction

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

Overall Aims and Objectives of Spark of Genius North East

Spark of Genius North East aims to provide the highest quality of residential care for young people. We have a number of residential houses which make up our residential service provision.

Spark of Genius North East aims to function as one coherent residential child care system, with consistent policies, practices, procedures and management across all of our homes. As part of this system, we will deliver care to the standards set out in the Quality Standards and Children's Homes Regulations. Each home can provide care for groups of up to five young people, on a short, medium or long term basis or respite care if needed.

In all cases, our overall **Aim** is to provide care which:

- Helps a young person to make sense of and develop coping strategies to cope with past experiences
- Provides young people with positive, stimulating and enjoyable experiences
- Help young people (and wherever possible their families/networks) to plan towards and achieve a positive and successful future
- Provide care which sets out high ambitions for all young people living in the homes whilst recognising the individual needs and strengths of each young person

Our **Objectives** are:

- To provide each individual young person with the highest quality of care and support achievable
- To promote the best interests of the young person, proactively advocating for the young person to ensure that others play their role and deliver the high quality support that is needed
- To promote young people's self-confidence and self-esteem within a framework of equal opportunities and anti-discriminatory practice, recognising their individual potential and needs
- To listen to and respond to young people's concerns and encourage them to express their views and opinions
- Ensure each young person's rights and individual needs are respected
- To safeguard young people and promote their welfare, including positive health care and health education
- To promote educational opportunities and achievement
- To promote young people's contact with their families, unless this is clearly and explicitly determined not to be in their best interests
- To promote young people's integration with the wider community/supportive networks
- To assist with the preparation for all young people for an independent (within young people's individual potential) and fulfilling adult life
- To work in effective partnership in the best interests of the young people, their families, significant others and key professionals
- To work in partnership with relevant others; before a young person arrives; while the young person lives in the home, and when the child prepares to return home or move to another setting or leave care
- To advocate on behalf of young people to assist them to achieve their potential whilst acting in their best interest at all times
- To sustain, as an essential quality care, an effective level of boundaries and to enable young people to develop their unique potential, self-control, respect for themselves and others

Section 1: Quality and purpose of care

1. Our children and young people

The home has the capacity to support up to 5 young people aged 8-18 of mixed gender, supporting young people with emotional and behavioural difficulties, particularly relating to attachment and developmental trauma.

2. Ethos and Outcomes that the home seeks to achieve and it's approach to achieving them

Through understanding the unique nature of each one of our young people, our aim is to nurture and inspire our young people to become creative and independent. We wish for our young people to achieve their potential. We want them to have a sense of belonging, we want them to progress into adult life, become competent communicators and be able to build positive relationships. We wish them to care for their surroundings and people around them.

We are able to provide an innovative range of services to meet the individual needs of children and young people and we strive to:

- Create a warm, family environment without the emotional intensity of the original family home. To achieve this each young person's opinions are central to the home's operation and we endeavour to democratically agree to any changes. Young people are regularly consulted during daily discussions in 1:1 key time and during Regulation 44 and Quality Assurance visits.
- De-institutionalise the home by creatively challenging the legislative requirements for children's homes (minimising signs and instructions, avoiding jargon and terminology, limiting 'official visitors' to the house and by applying a parental perspective to all aspects of care).
- Maintain close links with sporting and leisure clubs, community projects and encourage each child to participate.
- Support each young person in maintaining cultural and religious beliefs through the many links we have created in the local community. Our diverse group of staff will encourage each young person to observe, celebrate and share their beliefs and heritage through educational projects, group discussions and creative arts.
- Offer a fair gender balance within the staff team in order to promote appropriate pro- social modelling and good role models of both sexes.
- Support each young person in the development of adaptive coping strategies and self-care.
- Consistently train all our staff in knowledge and skills to improve and support the development of resilience in young people.
- Ensure that Fairview provides an experience which is caring, structured, holds high expectations for children's behaviour and encourages participation and empowerment throughout the home.
- Adhere to robust pre-admission planning and initial assessment processes.
- Provide intensive, bespoke packages of support – this can be enhanced if a placement appears to be at risk.
- 24 hour supervision with waking night staff
- On-call system to ensure 24 hour safeguarding support

We do this by:

- Empowering young people to participate in the operational management of the home (house meetings and feedback during key work sessions).
- Spending time playing and sharing fun activities.
- Seeking opportunities to show young people we care and they matter by being affectionate in as many appropriate ways as possible.
- Being consistent in our behaviour and our expectations.
- Providing comfort and empathy during difficult times.
- Encouraging relatives and friends to visit the home to promote the development of external relationships.
- Endeavouring to create relationships with children's families (care plan permitting) so that we

can facilitate, support, monitor, report and assess family contact.

- The home has ample rooms which allow for privacy to facilitate family visits and reviews, without impinging on other residents.
- The home places great value on collaborative working and we have strong links with Social Work, Psychological Services, CAMHS, Health professionals and many other external agencies.

3. Description of the accommodation

Fairview is a large, attractive family Bungalow set in its own self-contained grounds as a detached property, in Thorpe Thewles, a desirable suburban area within Stockton Borough. The grounds themselves have a large driveway, a large double garage (detached from the home) and there is considerable space around the bungalow for play, gardening, outdoor activities and relaxation.

The bungalow is exceptionally well maintained, fully equipped, warm and homely throughout. Within the house, there are several spacious communal areas, 4 large bedrooms and 1 smaller bedroom.

On the ground floor of the bungalow

- Large lounge x2
- Small chill out/relaxation room
- Well equipped Kitchen with large dining area
- Utility Room with Laundry Facilities
- Toilet/Bathroom x3
- Bedrooms x3
- Office and administration where information can be safely stored

Upstairs:

- Bedrooms x2
- Office and administration area where information can be safely stored

4. Description of the location in which the home is situated

Fairview is situated in the small village of Thorpe Thewles on the outskirts of Stockton. The home is a detached bungalow with ample grounds surrounding the home. There are many opportunities for participation in a wide range of recreational and leisure activities in the geographical area surrounding Fairview. There are numerous amenities close by including access to shopping, local parks, cafes/restaurants, swimming, bowling, cinema, libraries, horse riding and go-karting; these activities are all within a short travelling distance and staff will support young people in their chosen recreational activities. We also encourage our young people to visit places of interest, to go for nature walks in the local countryside, and to join clubs and groups according to their personal preferences and interests.

5. Supporting cultural, linguistic and religious needs

As part of the implementation of our Equality and Diversity policy, young people resident at the home are encouraged and supported to pursue any religious practice of their choice. Information about local centres of worship including Mosques, Temples and Churches of different denominations will be provided by staff, and young people wishing to participate in their respective religious practice will be fully supported by staff to a place of worship.

Within the home, young people are given privacy and space to follow their religious beliefs e.g. private time to pray is made available as well as the provision of relevant literature about different faiths. The quiet room in the house can be used as an area for mediation and prayer as well used for recreation and other necessary meetings. Staff will ensure that food and cooking arrangements are sensitive to different cultures and beliefs.

Linguistic needs are recognised through young people's use of their preferred method of communication, accent, and colloquial language. There are no young people at Fairview, at present, who speak English as a second language.

6. Complaints procedure

Fairview has a clear and detailed policy regarding suggestions and compliments, and all staff and young people are familiar with these processes. There are child friendly suggestions and complaints leaflets designed by our young people themselves and information on these processes is detailed in the Young Person's Guide. We have an 'open door' policy in which young people are given the opportunity to air grievances with management and staff, in group discussions, during 1:1 key time and through their social worker, advocates, regulators and child protection agencies. Young people also have access to a telephone at all times (independent advocates and helpline numbers are prominently displayed).

Complaints regarding childcare for parents/professionals:

Should there be any concern or dispute in regards to the childcare provider, a complaint can be made to the Registered Manager or Responsible individual (contact details on the title page).

In addition, Ofsted are able to ensure that the provider is following and meeting the registration requirements. Should there be any areas requiring improvement, Ofsted will implement the necessary actions to ensure these are fulfilled and maintained. To complain about the childcare provider please contact : enquiries@ofsted.gov.uk or 0300 123 4666.

Managing Allegations

The Registered Manager is responsible for coordinating any Child Protection referrals, concerns and allegations. Spark of Genius North East has a comprehensive policy which is referred to by all staff and which contains the necessary guidance and instruction. Once a concern or allegation has been made or raised – the Registered Manager will inform the organisation's Child Protection Officer (CPO) and then will notify and co-operate with the Designated Officer in the area where the allegation/concern is suspected.

The Designated Officer will advise on the actions/measures that must be taken including notifications to the following:

- The Child(ren)'s Social Worker, and come to a decision about notifying parents and any actions that need to be taken to protect the child(ren) e.g. whether it is necessary to change placements;
- The Regulatory Authority, if a Child Protection Enquiry is initiated;
- Referring the member of Staff to the Independent Safeguarding Authority

In consultation with all of the agencies (e.g. the Children's Services/LADO, relevant Social Workers and the Regulatory Authority), decisions will need to be taken about the ongoing safety/placement arrangements of the Child(ren) and the alleged perpetrators e.g. it may be necessary to move/ or suspend staff or move/transfer children to another house or placement. If such a decision is made, the Independent Safeguarding Authority will be notified, in consultation with the Designated Officer.

Staff are trained within mandatory safeguarding and child protection training on how to respond to allegations made by children in their care and this includes how to respond verbally, how to record and the reporting structures they need to operate within. The placing authority of each child placed will be made aware of the need for such procedures and enter into an agreement with the Registered Manager as to how these will be used when the child is placed. This agreement will be recorded in the placement plan.

Fairview is also required to be formally reviewed every month by means of Regulation 44 visits which are carried out by an independent person currently commissioned by Spark of Genius North East.

The Registered Manager will also complete a monthly monitoring report in respect of the operation of the home. As part of these processes, young people, families and other professionals will be

consulted regarding the quality of care being received by the children and young people who live there.

7. Access to the home's child protection and behaviour management policy

All policies and procedures are available to staff via the online portal. Staff are expected to read and sign all policies during their induction period and are notified of any updates to policies.

For access to the Child Protection, Behaviour Management or any other policies raised within this document please contact the Manager of the home or the responsible individual who will be able to share this.

Section 2: Views, wishes and feelings

8. Consultation with the young people and their contribution to the home

Each young person will have a designated key worker who will be carefully selected due to their similar interests and proven ability in establishing a positive and strong relationship with their key child. They will use trauma informed practice to make connections and create bonds of attachment with the young person.

They will be supportive, work closely with the social worker and family, familiarise themselves with the child's likes and dislikes, organise their medical and health appointments, be responsible for the upkeep of case files and schedule weekly emotional wellbeing and one to one key time sessions to devise strategies to ensure that the young person is progressing, content, making progress and achieving the goals within their care plan.

We have daily informal opportunities to meet as a group over meal times to enable everyone to talk about their day, resolve any issues which may be "around" and to discuss plans and events. This is complemented by formal opportunities such as fortnightly children's meetings with an agenda, part of which is set to address things such as choosing menus, activities etc., and also to address any points which the young people may wish to add, the agenda is coordinated by the nominated house representative.

MOMO (Mind Of My Own) is an award-winning application that helps 8-25 year olds to express their views, get more involved in meetings and provides a safe indirect platform for young people to report their views and/or concerns. It delivers a verbatim statement of their views to any care workers who sign up to the app, saving time, improving engagement and increasing attendance at meetings. MOMO works on nearly any device – mobile or computer. Young people can register via www.mindofmyown.org.uk/support. Fairview has promoted the aforementioned service to encourage our young people to share their views. All our young people will receive training on how to access this service on admission. All staff are trained by the appointed MOMO trainer within the team, and have signed up to the app so that young people can send their wishes and views to any staff member they choose.

We carry out annual stakeholder surveys which include electronic employee surveys, young people questionnaires and surveys sent to all parents/carers, external agencies and professionals. A response leaflet is created using a 'You Said, We Did, We Plan to...' format and this is shared with all participants.

Children's Commissioner and Advocates

Spark of Genius North East staff will ensure all children have access to independent advice, from an independent advocate and will be provided with information about how to contact the Children's Commissioner.

In relation to advocacy, the Registered Manager will ensure that each young person has access to an independent person whom they may contact directly about personal problems or concerns at the Home, (such as an advocate, children's commissioner, adult family member, Personal Adviser, or other independent visitor acting on behalf of an organisation carrying on the Home, Independent Visitor, or mentor, NYAS).

The independent person can represent or assist a child at a meeting (for example a Looked After Review), assist in making a complaint or bringing a matter to the attention of staff and managers or the Regulatory Authority.

Children or young people who live away from home or who receive social care, who need advice or assistance, can call the children's commissioner on free phone number 0800 528 0731 or email to advice.team@childrenscommissioner.gsi.gov.uk. Lines are open Monday to Friday 9am to 5pm.

There is a formal complaints and suggestions system that the young people and their families may use if they wish to address a particular concern or make a suggestion for improvement. This is usually addressed by the manager but can be referred to an external complaints person if the young person is not satisfied with the outcome. The external complaint officer for Spark of Genius North East is Managing Director, Stephen McGhee and the children can also have independent access to this person. See [6. Complaints Procedure](#) for further information.

9. Anti – discriminatory practice, policies, and children's rights

Fairview will not tolerate any form of discrimination, injustice or inequality. Staff are committed to the elimination of all forms of discrimination and to creating equality of opportunity for everyone, regardless of their gender, race, disadvantage, disability, culture, religious beliefs, age, sexuality or social class. Staff will receive training and support to raise awareness of discriminatory practice and the house has a robust Equal Opportunities policy which all staff will be familiar and confident with. Staff will attempt to build an in-depth understanding and knowledge of each young person so that their insights can be employed in subtle and thoughtful ways to ensure that the child is getting feedback which ensures that they feel valued.

Bullying at Fairview will not be tolerated; and within the home we have a clear 'Anti-Bullying' Policy. A copy of this is available for young people to access at any time and the ethos of the house is such that an open and honest culture is promoted. If bullying does occur, our focus is upon educating young people on what bullying behaviour is; how their behaviour was; or could be perceived as being bullying; and giving the young people different strategies to try and to address their presenting behaviour and responses to others. At times bullying behaviour can be resolved as a group through house meetings or restorative meetings may need to be arranged between the young people involved. At times consequences are given and, or, reparation work can be undertaken, bullying is also addressed in weekly key work sessions in collaborative working with education colleagues.

Staff will provide assurance to all young people in our care about our commitment to challenge and to remove any forms of individual, institutional or structural discrimination, whilst promoting an awareness of anti-discriminatory practice through ongoing training and support. Set out below are principles which we aim to adopt, communicate and implement in the house:

- Within Spark of Genius North East, young people should not be discriminated against for any reason.
- Racist behaviour will not be tolerated and any such behaviour will be challenged and dealt with appropriately.
- Sexist attitudes will be challenged and discussed.
- No pornographic material will be allowed within the house, and no books or pictures deemed offensive to women or men will be displayed.
- No young person will be excluded from a house because they are disabled, unless the layout of the building precludes them from physical access.
- Staff will not discriminate in their treatment of young people on the grounds of their disability or any other reasons.
- Staff will promote an awareness and understanding of disability in young people in their care and therefore work towards ensuring the best positive outcomes for individuals and others.
- Stigmatisation of any young person and for any reason is totally unacceptable.
- In the event that staffing may be more dominant to one particular gender identity, Fairview will endeavour to promote positive role models from a broad spectrum of diversity, seeking support from external professionals and the wider service where needed.

Section 3: Education

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

All young people living at Fairview are supported to engage in education provided by local schools, colleges and education services. This includes our linked Spark of Genius School, King Edwin, which caters for young people aged 6-18. All students have social, emotional and mental health needs (SEMH), or a need that falls within the autism spectrum (ASC/ASD). Any young people attending King Edwin have an Education Health and Care Plan (EHCP). Where applicable some young people are also supported to access apprenticeships or post 16 further education provisions.

Fairview believes that every pupil has the right to access every opportunity to enjoy learning, experience achievement and maximise their potential. We offer a supportive structure enabling children and young people to access a level of education that is appropriate to their understanding.

Each young person will also engage in an extensive independent living programme, enabling them to learn the skills they will require upon reaching independence. These programmes are individually tailored for young people and they incorporate education, life skills, social development, and career development such as training and employment. Should a young person arrive at Fairview without an identified education provision it will be the priority of Fairview management and the staff team to assist in sourcing an appropriate provision as soon as possible. If an education provision is not currently available to a young person, Fairview will accommodate the provision by the local authority of a one to one tutor to cover the subjects of English Maths and Science and a varied time table that meets the individual needs of the young people, until placement in an education provision is secured. Young people also have supervised access to computers outside normal school hours. Staff will always support and assist young people to complete homework tasks set for them.

11. Fairview is NOT registered as an education provider

12. Arrangements for young people to attend local educational provisions and promoting educational achievement

Fairview has strong links in the community to educational provisions and has established strong professional links with the local college (Stockton Riverside College) as well as the local specialist educational provisions and with the pastoral teams in local mainstream schools. Staff at Fairview will support the young people in attending these provisions and liaise on a regular basis with the provisions to ensure information is shared, progress is understood, and any additional support required can be identified. Staff at the home will transport the young people as required though where appropriate and to promote independence the young people will be supported to use the local public transport if possible.

Some of our young people may have an Education Health Care plan (EHCP) which outlines all plans for the young person's care and education. This can help in ensuring additional support and funding is provided to support Special Educational Needs if/when identified. Each young person has a Personal Education Plan (PEP) which is reviewed each term by the young person's education and social care team. Where Special Education Needs are recognised, Fairview endeavours to work alongside education providers to ensure that any additional needs are supported and worked towards with additional review meetings held in the interim between PEP or EHCP reviews where appropriate and required.

Section 4: Enjoyment and achievement

13. Arrangements for enabling the young people to take part in variety of activities

At Fairview it is important to us that the young people are given ample opportunities to experience a variety of positive activities and to try new things. All young people are encouraged and supported to explore their own interests and hobbies whilst also having an input into the homes group activity planner each week. This is discussed and updated regularly via young people's meetings where the young people are given the opportunity to put forward their ideas and preferences. Any achievements are also celebrated with our rewards system where the young people can receive sticker rewards through the week which can be cashed in for prizes throughout the month. The young people buy into this scheme and also contribute ideas for prizes or changes to improve the system within the young people's meetings.

Fairview strives to achieve a balance between encouraging individuals to arrange activities for themselves, such as meeting their friends and using local community resources, and providing specific activities for them, either on an individual basis or as part of a group. An activity planner is produced every week following suggestions from the young people regarding their likes and dislikes. Activities include the cinema, bowling, pool, swimming, nature walks, trips to the beach as well as home activities such as pamper/movie nights, gardening and baking. The young people are encouraged to take an active role in planning the activities which in turn promotes more positive engagement. All young people will be offered to apply for a Tees Activ8 Card which grants free or discounted access to the local gym, swimming pool and ice rink.

Alongside the home's activity planning, all young people are encouraged to pursue their own hobbies and interests, whether this be horse riding lessons, army cadets or sports clubs. The young people will be supported to attend their planned sessions by the staff team.

During the school holidays, the young people are given the opportunity to try bigger activities such as theme parks, go karting and trips to Whitby/Scarborough. Fairview also endeavours to provide a small holiday for each young person over the summer break where appropriate, whether this be a couple of nights away in a hotel or a caravan holiday on a holiday resort with staff supporting.

Section 5: Health

14. Details of Health Care and Therapeutic Support provided

Health Care

At Fairview, we understand the value of good health and wellbeing and support our young people intensively within this focus area. Key Workers will ensure that all young people are registered with local medical services such as a GP, Dentist and Optician within 1 week of arriving at the home and that check-up appointments are made as part of the admission process. We promote healthy lifestyle choices on a day to day basis through a well-balanced diet and ample opportunities for physical activity. We support young people to attend health appointments and record the outcomes of appointments, acting upon any which require a follow up. We access local external services when required including sexual health clinics, drug support services, CAMHS and hospitals. Medical consent forms are completed upon a young person's admission to the home. Young people are educated through key working sessions, residents meetings and informal discussion regarding the importance of maintaining a healthy lifestyle. In addition all young people have access to the Looked After Children's Nurse within Fairview.

All medication at Fairview is securely stored within the staff office in a secure medical cabinet, in line with Royal Pharmaceutical Society; these are maintained by staff and are checked against written records for accuracy. Weekly balance checks ensure that all medication is checked and accounted for.

Therapeutic Support

Staff receive training from a clinical psychologist as part of their induction which includes an 3 day introduction to attachment, trauma and therapeutic parenting. This is then supplemented by internal Team Teach tutors who deliver positive behaviour management training to all staff. Fairview's Manager is a Team Teach tutor so the team are then able to access support and guidance regarding therapeutic approaches and positive behaviour management throughout the working day. CAMHS are also a useful resource and are available to support staff and young people with any concerns or issues that may arise whilst living at Fairview.

Section 6: Positive relationships

15. The arrangements for promoting contact with friends and family

Working with the parents and carers of young people in our care can positively affect outcomes for the young people therefore we are committed to the promotion of home contact if this is appropriate. We agree contact arrangements with the case holding Social Worker and the arrangements for managing contact are clearly set out in the child's care plan. Fairview supports the child, significant others and the placing authority with contact arrangements; and this can be done by providing transport, making space available within the house or by supervising contact if deemed necessary. Our staff team will write up and provide feedback of any observations noted during periods of contact and we will raise any issues which may have arisen, as well as offering advice on adapting and supporting contact arrangements which leads to enhanced and positive experiences for the young person.

Section 7: Protection of children

16. The homes approach to surveillance and monitoring

We do not use CCTV or any other type of recording device to monitor the young people at Fairview. For safeguarding purposes, the external doors of the home (front and back) will have mechanical sensors to alert staff whenever anyone is entering or leaving the house. There are two dedicated waking night staff members on shift each night who provide high levels of supervision around the Young People's bedrooms. Waking night staff also complete perimeter checks throughout the night.

The privacy of our young people is promoted through the home's ethos, we believe that their right to privacy should be protected. The young people have their own bedroom, which is respected by all staff as their private space and staff do not enter unless invited to do so. The only time that staff would enter the young people's bedrooms uninvited is in the event that the young person may be trying to harm themselves, causing considerable damage to property, or if staff have a safeguarding concern. In the event that staff have to enter a young person's bedroom under these circumstances, staff remain sensitive to the fact that this is the young person's private space and try to resolve the concern as quickly as possible.

If staff have significant concerns that would require them to conduct a room search, then the young person is consulted with and asked to be present, staff fully explain the concerns to the young person and give them the opportunity to hand in the item of concern. Staff carry out any room search mindful of not being intrusive into the young person's belongings, they are careful when handling items and ensure that nothing gets broken or made untidy. Checks are only completed on the young people's phones when there are safeguarding concerns and it has been agreed with the young person's social worker. This will also be included in the young person's safety plan and RAMP so all staff are aware.

Young people have access to all appropriate areas within the home, including the kitchen and lounge areas. The young people are encouraged to make good and proper use of the spaces and this creates a homely environment. Fairview does not lock the kitchen, lounge and bathroom areas restricting access and would only do so in the event of a significant safeguarding concern which would then be reported, reviewed and revised.

Fairview recognises that our young people have the right to access as much freedom as is suitable for their age and abilities and independence and appropriate socialising is promoted by all staff with safeguarding of the young person in mind. Alongside this individualised work is carried out with the young people to ensure that they have the knowledge and a good understanding of how to keep themselves safe and make positive choices. The home understands the need for young people to take measured risks and to learn and develop, make appropriate friends and become independent, the home promotes this but in a way that is balanced with the need to keep all our young people safe

17. Details of the homes approach to behavioural support including the use of restraint

Team Teach promoting positive behaviour and use of restraint:

All of our work is underpinned by best practice and available guidance and as an organisation we feel it is imperative to maintain a progressive knowledge of informed behavioural management practice models; we have therefore adopted Team Teach (ICM approved) as our behaviour management model. To support each young person in developing trauma informed coping and self-management skills all staff are trained in this accredited training programme. The core of this training is to provide care workers with the skills and knowledge to support and teach both staff and young people positive responses to any difficult situations and environments.

This training teaches staff to:

- Prevent and/or de-escalate a potential crisis situation involving a young person

- Safely and therapeutically manage a crisis situation
- Be able to help children and young people improve their coping strategies
- Initial training over two days and then refresher training in line with Team Teach policy
- Competency checks will be carried out and assessed through practice observation and in debriefing/post crisis sessions following any incidents.
- Additional support can be provided by internal Team Teach intermediate tutors where required.

The main focus of this training is on teaching staff to de-escalate potentially volatile and violent situations using their relationship with the young person and the behaviour support techniques taught on the training. The framework highlights to staff the most important tool they have when working with young people is themselves and treating young people sensitively, consistently and in a caring way is the single most important contribution we make.

The framework puts huge emphasis on de-escalating situations in the early stages of crisis however in cases of extreme behaviour which may result in physical harm or serious damage to property, and when all efforts to exert control have been exhausted, adults are taught in the training to 'safely hold' a young person as a last resort to keep them safe. Physical restraint will only be used if it forms part of the care plan and has been agreed by the placing authority and has been discussed with the young person on admission.

The individuals Risk Assessment Management Plan (RAMP) will detail the best intervention strategies to employ in order to avoid physical intervention and to defuse any challenging behaviour; this is reviewed monthly as a minimum and always following any serious incident or change in circumstances. The RAMP will indicate whether a young person would need to be prevented from leaving the home, this would be based on clear risk assessment that they or others would be placed at significant risk. This will be agreed with the placing authority as part of the care plan for the child. This may include the local authority, placing authority, family members, transport and local police. If a young person leaves the house without permission then an individual reporting protocol is in place which reflects their individual risk assessment and care plan goals.

Our positive behaviour reinforcement reward systems are key in managing and promoting positive behaviour and are based on the sound understanding of the needs of our children, this is continually reinforced and good behaviour is always highlighted and praised. Every child has a bespoke plan developed based on their own areas of difficulties and strengths which we wish to continue to develop; any consequences and rewards are reviewed by the Registered Manager to ensure that they are age and stage appropriate.

Children Missing from the Home

We work very closely with the local police to utilise 'Philomena' missing from care protocols and policies. Our procedures clearly link with children's individual care plans to set clear expectations for each and every child in our care. Spark of Genius North East is aware that when a young person goes missing or runs away regularly from the home or school; this could be an indicator that the young person may be becoming involved in sexual and/or criminal exploitation activities. Spark of Genius North East will work with the Local Authority, Safeguarding Partner's and Police Child Exploitation Teams to address this immediately, sharing information to ensure that we find a way to encourage the young person to make alternative decisions.

Above all, we will:

- Maintain contact with the young person, where possible, via phone or text.
- Actively search for the young people where appropriate alongside the Police.
- Engage in a one-to-one discussion with the young person about their whereabouts, and let them know that we are concerned about them.
- Support the young person in building trust and making positive attachments.
- Make time to listen and understand each young person's self-perception and seek to empower them in their lives (internal focus of control).

- Encourage young people to make safe choices and to minimise any potential risks.
- Promote the experience of success by setting attainable targets and celebrating achievements.
- Ensure each young person has a clear understanding of the need to maintain behavioural boundaries.
- Regularly review risk assessments and Care Plans.

Robust risk assessments are in place for all young people to minimise risk and good staffing ratios are observed. There is a clear procedure which is to be followed in the event of a child going missing. Staff are familiar with this procedure and a copy may be made available to parents/carers if they wish. When the child returns to the house, staff will notify the Police, the social worker, team manager, on-call manager and any other significant adults.

Exploitation of Young People

With regards to sexual and/or criminal exploitation, we are very proactive and will focus on early identification and intervention strategies in working with young people who may be deemed to be at risk. We are aware that all vulnerable young people, both male and female, are at risk of exploitation, therefore we will raise awareness and protection of all of our young people will be our main aim.

We will ensure that all staff are up to date with legislation and guidance, and ensure that they are trained to recognise the warning signs and risk factors involved in the exploitation of young people by engaging specialist education services to deliver training. We will ensure that our Policies and Procedures are in line with up to date legislation such as HM Government, 'Working Together to Safeguard Children 2013'. Spark of Genius North East will work with, and ensure information is shared as a matter of good practice, with other agencies including Local Authorities, Police, Safeguarding Partner, Education, YOT, Health and Specialist Services working with exploitation, to ensure a Multi-Agency approach/response. Spark of Genius North East also receives regular updates from the local authority MACE panel who share intelligence regarding possible/known "hotspots" and information regarding exploitation of young people.

Section 8: Leadership and management

18. Details of the registered provider, responsible individual, and registered manager

Registered Provider:

Spark of Genius North East
Trojan House
Pegasus Avenue
Business Park
Paisley
PA1 2BH

Tel: 0141 5872710

Responsible Individual:

Stephen McGhee
Spark of Genius North East
Trojan House
Pegasus Avenue
Business Park
Paisley
PA1 2BH

Tel: 0141 5872710
Email: stephenmcghee@sparkofgenius.com

Registered Manager:

Catherine Rollason
Fairview
Durham Road
Thorpe Thewles
Stockton-on-Tees
TS21 3JN

Tel: 01740 631841
E-mail: catherine.rollason@ne.sparkofgenius.com

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

For details of the experience and qualifications of staff working at Fairview, please see Appendix A.

Upon commencing employment all individuals complete an induction programme with the home's management team. This includes a series of training and reflective supervisions to support the staff member to get to know the young people and to reflect upon their roles and responsibilities within the home. Alongside these supervisions, new staff will complete an induction booklet, which guides their development in familiarising themselves with the home and company structures, the SCCIF and 9 quality standards and expectations within their role. This includes demonstrating competency in key tasks within their role.

Staff are expected to complete and maintain mandatory training which includes: Level 3 Safe Administration of Medication, Level 3 Paediatric First Aid, Level 2 Food Safety, Infection control, safeguarding, Health and Safety and Fire Safety. In addition to this all staff receive level 2 Team Teach Behaviour management training. This is monitored and broken down into achievable targets within the induction training programme.

Those who do not hold the QCF Level 3 in Health and Social Care or Diploma 3 (Children and Young People) or equivalent, are enrolled onto the QCF Level 4 Children, Young people and Families workforce programme and will attend regular workshops to facilitate and support them through to completion/qualification.

Staff members attend training courses to enhance their individual skills and to maintain up to date professional and legal developments. The home is currently developing a comprehensive training

programme, which includes identified mandatory courses and additional courses which may enhance individual skill or enable focused practice with young people.

All staff are expected to carry out all mandatory training within their induction and employment period and as and when required / deemed necessary by their supervisor.

The Home has developed an electronic training matrix for all staff which identifies any training that staff have carried out and any training required.

Assistant Managers and Managers (if required) enrol on QCF Level 5 Diploma in Leadership for Health & Social Care and Children and Young People's Services to promote their professional development

There are many different ways in which employees can learn or be developed including internal short courses, qualifications; work based learning, e-learning, mentoring and continuous professional development. These development opportunities will be taken advantage of as and when required and available. The Fairview team have been booked onto various training courses in line with their current knowledge and experience. Spark of Genius North East have sought training from the local LSCB, and Stockton Riverside college who provide free level 2 courses for professional development, such as self harm and suicide prevention and principles of team leading.

The Fairview team is committed to ensuring we succeed in providing outstanding care to our young people, to achieve this we acknowledge that training and development are key factors in determining the quality of the service it provides and ultimately outcomes for the young people. We are embedding a culture of learning, self-reflection and transparency within the team; this is a vital part of creating trusting open relationships with our young people and ensuring we fulfil our aims and objectives as specified in our Statement of Purpose.

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.

Staff Team Structure:

- Registered Manager
- Assistant Manager
- Team of 10 staff for Day shifts, including 2 senior workers
- 4 Waking Night staff
- 1 Ancillary staff member for cooking and cleaning

All Fairview personnel are subject to a vigorous screening process prior to commencing employment in line with Safer Recruitment and Safeguarding processes. This includes verification from the Disclosure and Barring Scheme (DBS), interview, a minimum of 3 references are required, however, we request references from all workplaces where an individual has worked in child care. We also require confirmation that they are not disqualified from working with children.

Staff Team Supervision:

Staff attend regular supervision sessions (every 4-6 weeks) with support from their line manager. This covers any practice issues and identification of any necessary training required for personal development. This also gives the staff members an opportunity to reflect on their own practice and identify areas for development and progression.

The Supervision session is designed to:

- Be a positive process
- Take a proactive and inclusive approach which will seek to resolve known issues – supervisions will not raise unexpected issues.

- Recognise learning and development needs
- Provide constructive feedback and a review on performance
- Mutually agreed performance targets for the forthcoming time period

Supervision objectives are set to ensure that employees:

- Know what is expected from them in terms of standards of performance
- Receive recognition for their achievements
- Receive feedback on their work which aims to improve and develop their performance
- Identify areas where improvement is needed
- Identify alongside their manager their learning and development needs based on agreed standards
- Plan their career development

21. Promoting gender equality and role models

Fairview management endeavours to ensure a balance in gender roles through robust recruitment and selection of the staff team. In the event that staffing may be more dominant to one particular gender identity, Fairview will endeavour to promote positive role models from a broad spectrum of diversity, seeking support from external professionals and the wider service where needed.

Section 9: Care planning

22. The criteria for admission and details of the review process for placement plans

Referrals and Admissions

Once referrals are received the manager of the service will follow the Spark of Genius North East Admissions policy & procedure in ensuring that all referrals are managed appropriately.

We accept placements for children and young people aged between 8 -18 years who will benefit from living within a residential group living environment. The risks and needs of these children are not at a level where an individual placement is required, and there are no critical issues which would illustrate unmanageable risks to other children/young people already in placement.

Admissions are undertaken following an in-depth assessment of needs and risks. Where any risks are identified, these are not seen as inhibitors for placement, but are considered on the basis of the ability to safely manage risk and to put appropriate support plans in place.

Spark of Genius North East believes in developing child-centred, bespoke packages of care and education and therefore we ensure that we can meet the needs of the child being placed with us and also the needs of the young people already in placement.

We accept same day placements if it is felt appropriate and that a 'quick' transition will benefit the child; providing the objectives of the placement are aligned with the home's purpose, and where appropriate planning can take place. We will also ensure that this does not have an impact on the current group of young people.

Once a placement has been agreed the process of 'joining' the house is carefully managed in line with trauma informed practice as we fully recognise the importance of pre-placement planning to minimise any possible anxiety and trauma. The young person is very much involved in the planning of their transition alongside the local authority and this is carried out at their own pace, in line with their own individual needs.

This process will routinely involve visits to the house, having a meal, seeing their room, making choices about their own furnishings and décor and spending time with other children/young people and the staff team. This 'positive claiming' process helps the young person to feel that they 'belong' to the home and that their choices and views are firmly valued.

Whenever possible; a house visit will be arranged by the Registered Manager and/or key worker to visit the child/young person in their family home or previous placement, to prepare them for the transition. In addition, a 'Young People's Guide' will be forwarded to the young person; and contact will be established with the current carers; this will enable any questions that the young person may have to be answered, to provide reassurance and for any concerns which they may have to be resolved.

We will work very closely with the referring Social Worker to gain all of the information required to enable a comprehensive, formal assessment of risk to be completed and to devise an initial 'Care Plan' which will clearly outline the purpose and aims of the placement beforehand. A designated key worker will be carefully matched with the child; they will meet with professionals, previous carers and any other significant adults to obtain as much information as possible about the child in order to create an accurate assessment of current levels of understanding and functioning. A young person profile will be written which details daily routines, strategies for behaviour management, likes and dislikes and any potential risks and this will ensure consistency of approach by the staff team following admission.

A pre-admission planning meeting will always take place prior to admission, in exceptional circumstances, this will take place at the time of admission, or will be arranged to be held within the following 72 hours.

Emergency Admissions

We understand that it is not always possible to plan placements when a crisis situation develops. The need to act quickly in order to meet the young person's needs is paramount and therefore we are able to accommodate situations like this as quickly and as smoothly as possible if necessary. Emergency placements are available within Spark of Genius North East, however we would always like to be notified at the earliest opportunity so that we can manage the transition as effectively as possible whilst minimising any stress for the young person.

Transition

In addition to the aims, philosophy and remit of the home and focus of practitioners, transition and exit planning is discussed from the onset of the placement. Our role is to support all children and young people where possible to attain a positive transition to:

Prepare for Independence: All staff are aware of the requirements of pathway planning and this is an integrated part of staff training at Fairview. Staff will ensure good multi-agency working and attainment of a young person's goals in this area and this is integrated throughout our work in respect of vocational training, social and life skills work.

Return Home: Staff will work closely and sensitively in supporting children to return to their family and community and to provide outreach support services where required.

Care Planning and Outcomes Measurement

Each young person will have their own individual residential care plan, which addresses their particular needs with regards to health, education, emotional and behavioural development, identity, religious and cultural beliefs, family and social relationships, social presentation, communication profile and self-care.

Identifying and improving the outcomes for each young person is a priority area and primary task within Fairview.

We maintain this focus by utilising:

- Group discussion, case studies and consultation.
- The young person's views, wishes and aspirations.
- Individual placement aims, key tasks, objectives and timescales. These are updated as the child develops and their progress is evaluated.
- Educational attainment.
- Health checks and specialist assessments.
- Structured assessments to chart progress and highlight areas for development.

This data will be analysed on a regular basis by the house's management team and this will then inform updates to the care plan, statutory reviews and practice. The child's progress within their care plan will be informally reviewed through internal auditing and also discussed formally at regularly arranged reviews and professional's meetings. This is an opportunity to look at the existing plans in place for a young person and the service which they are receiving. Following these reviews, the care plan can be amended to take into account any changes in circumstances, concerns or issues.