

The Beech House Statement of Purpose December 2024

All employees at the home will receive information about the Statement of Purpose, and there will be readily available copies. The registered person in charge formally endorses the Statement of Purpose and revises it as needed at least once a year. Any substantial changes or alterations must be communicated to OFSTED prior to implementation.

The Children's Homes (England) Regulations 2015 requires that we have a written statement of purpose for our children's home. In addition, requires that we provide a copy of this document to OFSTED and that we also make a copy available upon request for inspection by:

- Any person who works at the home
- Any child accommodated in the home
- The parent of any child accommodated in the home
- The placing authority of any child accommodated in the home
- Any placing authority who is considering placing a child in the home

This Statement of Purpose details all elements of service provision and for example, includes:

- Quality and purpose of care
- Views, wishes and feelings
- Education
- Enjoyment and achievement
- Health
- Positive relations
- Protection of children
- Leadership and management
- Care planning

This document holds immense importance for The Beech House, not only for the young people utilising our services but also for their families and professional support network. Serving as the cornerstone of our service, it outlines the fundamental principles guiding our operations and delivery methods. It serves as a blueprint for our practices and management standards, against which we strive to be consistently evaluated. Most importantly, it underscores our commitment to prioritising children's rights and ensuring they remain at the forefront of all our endeavours.

If you need assistance concerning matters contained in this document, please discuss these with the Registered Manager and/or staff in the home.

Quality and Purpose of Care

The Beech House is registered to offer specialised services catering to children and young people aged 10 to 18, encompassing both sexes. Each individual will have a personalised pathway plan or transition plan in place, subject to regular reviews. These plans are complemented by individual risk assessments tailored to the specific needs of each young person.

The young individuals we support typically have a history of trauma and may exhibit a range of Emotional and Behavioural difficulties. These difficulties may include conditions such as Mild to Moderate Autism, ADHD, ODD, conduct disorder, Attachment disorders, eating disorders, Tourette's, Selective Mutism, Anxiety disorders, sleep disorders, mood disorders, gender identity disorder, and adjustment disorder. Additionally, some may present with Mild learning disabilities, such as Dyslexia, Dyspraxia, Dysgraphia, Dyscalculia, Auditory processing disorder, and Visual processing issues.

Moreover, The Beech House offers specialised services for children and young people with Mild Physical Disabilities and will endeavour to enable the environment to support these needs; however, it is important to note that our home is not suitable for individuals requiring the use of a wheelchair.

Aims and Objectives of the Home

At The Beech House, our primary aim is to create a safe, nurturing, and therapeutic environment with top-notch accommodation. We believe in tailoring our interventions and care to each child and young person. Our overarching goal is to promote their well-being and empower them to thrive in life. Specifically, we are committed to:

- Providing a safe, stable, caring, and social environment.
- Collaborating with each young person to implement their individual Placement Plan and the Placing Authority Care Plan.
- Safeguarding and promoting the physical, mental, and emotional welfare and development of the young people through high operational standards and care practices.
- Offering a flexible service that balances individual needs with communal responsibilities.
- Ensuring access to appropriate education and therapeutic interventions tailored to each individual.
- Taking a proactive approach to addressing health needs.
- Providing a variety of social and leisure activities and encouraging participation.
- Supporting the development of daily living skills, fostering a cohesive home environment, and promoting social responsibility.
- Facilitating contact with family as outlined in the care plan.
- Involving young people in the planning process and respecting their views, wishes and feelings.

- Allowing representation and the right to complain.
- Being attentive to individual needs related to age, gender, race, sexuality, disability, and specific cultural/religious requirements.
- Keeping informed about developments in challenging behaviour and relevant care needs of the Children and Young People.
- Adhering to relevant legislation and policies of individual placing authorities.
- Providing ongoing training and development programs for staff and guidance to young people to maximise understanding and growth.
- Offering stability, a sense of belonging, identity, and self-worth, and preparing young people for independent living.

The home's commitment to Person-Centred Planning is outlined as follows:

a) Collaborating with each child/young person, their placement authority, social workers, and parents (where applicable), along with all other involved parties, to identify, implement, and review an individualised care plan that accurately reflects the child's current needs.

b) Ensuring that every child or young person experiences a safe, secure, holistic, nurturing, and loving environment that fosters their education, promotes their development, and enhances their overall well-being.

c) Anticipating the future needs of each child or young person to adequately prepare them for adulthood and independent living, whether within the home or in similar settings.

d) Offering recreational activities, encouragement, opportunities, and support tailored to each child or young person's unique potential and personal aspirations.

e) Valuing the input of all young people residing in the home, ensuring that their perspectives are heard and considered.

f) Engaging each child or young person through regular meetings and discussions regarding any changes within the home, facilitating their understanding of the home's rules, and occasionally inviting their input for rule development and review to adapt to evolving needs and circumstances.

g) Utilising communication methods that best suit the understanding of each young person.
Ethos and Philosophy.

The staff at The Beech House are deeply committed to the well-being of all young people under their care. Through positive role modelling, appropriate parenting, and therapeutic interventions, they foster an environment conducive to personal growth and development. Our aim is to support each young person in moving towards a positive future while enhancing their self-esteem.

We prioritise the voices of the young people placed at The Beech House, continuously seeking their feedback to inform our care practices. This feedback loop is integral to our ongoing evaluation and refinement of our care philosophy. We utilise various avenues such as training sessions, supervision,

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staff meetings, key worker sessions, and dedicated young people's meetings. Additionally, formal assessments such as Independent Person Assessments, Managers Reviews of Quality of Care, and Quality Assurance Questionnaires, as well as informal discussions and updates to families, significant others, social workers, and Independent Reviewing Officers (IROs), contribute to our comprehensive approach to care.

At The Beech House, we recognise and respect each young person as a unique individual. Our care approach and planning are tailored to address their specific and evolving needs, ensuring that they receive personalised support and attention.

To further enhance our approach, we engage in collaborative care planning to address the specific needs of young people, including psychological, emotional, and health needs. Our philosophy of care at The Beech House is guided by the principles outlined in the Children Act 1989, Volume Six Children with Emotional and Behavioural Difficulties.

We firmly believe that each child under our care is entitled to:

- Individualised attention and care tailored to their unique needs.
- Support from individuals capable of understanding and meeting their needs effectively.
- Opportunities for recreation and enjoyment.
- Equal treatment and fair consideration without prejudice or favouritism.
- Respect, support, and understanding of their cultural, religious, and spiritual beliefs.
- An education plan designed to enhance their life prospects comprehensively.
- Prompt and comprehensive healthcare attention.
- Access to therapeutic interventions and emotional support programs to address mental health concerns.
- Safety, love, and the assurance that they are cared for.
- Inclusion in important decisions that affect them and the opportunity to voice their opinions.
- Privacy for themselves and their belongings.
- Encouragement to think independently and make autonomous choices.
- The freedom to voice complaints and have them addressed promptly and respectfully.
- Support in fostering lasting friendships and connections both within and outside the home.

Accommodation and Facilities:

The Beech House offers accommodation for up to five young people aged 10-18 years. Situated within a spacious home, The Beech House comprises a ground-level floor and a separate first floor housing the Beech House School. The ground floor is designed for full accessibility, with the exception of staff-only facilities and the staff room.

Our home has been thoughtfully adapted to meet the needs of the young people in our care. The rooms are generously sized, adhering to specific health and safety guidelines and regulations, with bedrooms exceeding 9m² in area. Communal areas include a well-equipped kitchen, bathrooms, living room, dining room, and a study/breakout area. Each child enjoys the privacy of their own fully furnished bedroom.

Internal

Entrance Hall and corridor

5 bedrooms

3 staff rooms- one with an en-suite bathroom and facilities the support staff sleeping in

1 dining room

1 break out area/ study

1 kitchen

1 laundry room

2 bathrooms

1 living room

The Beech House School (located in the annex)

2 classrooms, 1 office/ classroom, kitchen, bathroom and medical bay.

External

The property features a main drive area at the front, capable of accommodating 3-4 cars, alongside an internal courtyard equipped with bike storage facilities.

A side gate and path lead to the mature rear garden, offering a tranquil setting with a lawn area, trees, outdoor games, and benches. The garden is enclosed by wooden fence panels on all sides and includes a storage shed and outbuilding.

The outbuilding comprises two multi-functional rooms utilised for young people's activities and meetings with professionals/staff. Operating hours are from 0800 to 1900 Monday to Friday, as per planning permission. Additionally, one room serves as a therapy space on Thursdays from 1500 to 1800, with flexibility for educational, afterschool, club, and supported learning activities at other times. The building also hosts staff supervision, training, and multi-agency meetings as needed.

Adjacent to the main building is a spacious turfed area providing a safe environment for outdoor activities such as trampolining, swings, boxing, football, and basketball.

The Beech House prides itself on fostering a "home from home" environment, offering spacious single-occupancy bedrooms that can be personalised to suit individual preferences. A separate downstairs toilet is available for staff and visitor use.

The living room is tastefully furnished with modern amenities including a television, cable TV, DVD player, and audio equipment. The dining room serves as the central hub of the house, featuring a large table accessible throughout the day and evening for socialising, games, and communal meals.

Young people are encouraged to bring personal entertainment equipment and are provided with monitored access to audio, visual, and written material. A designated telephone is available for maintaining contact with family, friends, social workers, and approved contacts under managed supervision.

Budget allocations are designated for food, housekeeping, and outings, as well as individual allowances for activities, clothing, pocket money, and personal needs. Young people are actively encouraged to develop social care skills and participate in independence training, supported by a multilevel awards scheme. They are also expected to engage in routine domestic tasks and meal preparation, learning essential life skills such as food hygiene and budgeting.

Regular meals with the staff team are encouraged, with all staff involved in food preparation certified in Food Hygiene. Upon admission, any known allergies of the young person are carefully documented to ensure their safety and well-being.

Location:

The Beech is located in West Molesey, providing convenient access to a range of local amenities, recreational activities, clubs, leisure facilities, shops, and transportation links. Our home has established strong connections with Local Community Support Officers and the Surrey Police CSE and Missing Persons Team. Through thorough interrogation of their intelligence system, they have affirmed that there is no evidence to suggest that The Beech House's location poses any heightened risk to the children and young people under our care. In their professional opinion, the home is situated in a safe area conducive to safeguarding children. As part of our commitment to ensuring the safety and suitability of our premises, the manager conducts an annual review to assess the appropriateness of the home's location.

Cultural, Linguistic, and Religious Considerations:

At The Beech House, we are steadfast in our commitment to equality, diversity, and the rights of young people. Central to our approach is the unwavering respect and dignity afforded to all individuals under our care. Our staff exemplify these principles in their professional conduct, serving as positive role models for the young people entrusted to us.

We recognise the importance of avoiding practices or sanctions that could be construed as deprivation of liberty and thus exercise thoughtful consideration in our interactions with young people. Mitigating and rectifying the effects of stereotyping and discrimination based on ethnicity, age, gender, and sexual orientation are paramount, with staff proactively ensuring fairness in all aspects of our operations.

For children and young people who wish to practice their religion, we provide comprehensive support and assistance, including:

- Arranging transportation to local places of worship if needed.

- Facilitating contact with local religious institutions on behalf of the child and arranging visits from ministers or members of relevant congregations upon request.

Encouraging children from diverse cultural backgrounds to maintain their identity is fundamental to our ethos. We pay close attention to their clothing, healthcare, dietary preferences, and other cultural needs.

Children with linguistic requirements receive tailored support from the home, including:

- Staff training to learn simple phrases.
- Employing individuals with the necessary language skills.
- Utilising tools such as PECS (Picture Exchange Communication System) cards in relevant languages.
- Engaging with local support groups for additional assistance.

Our diverse team of staff members brings a wealth of expertise and knowledge to our organisation. Coupled with a robust training program, we are equipped to provide comprehensive support to the young people in our care, ensuring their holistic well-being and development.

Complaints and Representations Arrangements

- Upon admission to The Beech House, young people, their families, significant others, and independent visitors receive comprehensive information on the complaint's procedure. Advocacy services are accessible to support young people in initiating complaints.
- Complaints regarding any aspect of living in the home can be addressed to Wayne Grey or Chloe Lee. Every complaint is treated seriously and expediently, with a full response provided within 28 days.
- Children and Young People are kept apprised of complaint progress and offered requisite support. In cases where specialised assistance is needed due to communication impairments or specific needs, a skilled advocate will be engaged.
- The home's complaints procedure accommodates both minor and major complaints from children, staff, family members, and other involved parties. Confidentiality and unconditional positive regard are maintained throughout the complaint-handling process.
- A copy of the complaints policy is available upon request, ensuring transparency and accessibility. While informal resolution is pursued whenever possible, formal investigation may be required in certain instances. All complaints are diligently recorded.

Additional Contacts:

- **Ofsted**
 - Telephone: 0300 123 4666
 - Email: enquiries@ofsted.gov.uk
- **The Children's Commissioner**

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- Telephone: 0800 528 0731
- Email: help.team@childrenscommissioner.gov.uk
- **NSPCC**
 - Telephone: 0808 800 5000
- **NYAS**
 - Telephone 0808 808 1001

Ofsted is an independent regulatory body equipped to investigate any concerns regarding The Beech House.

Additionally, The Beech House's Policies and Procedures comprehensively address staff responses to safeguarding issues. Chloe Lee, Home Manager (currently in the process of being registered with Ofsted), serves as the Designated Safeguarding Lead (DSL) for the home, while Wayne Grey, Head of Safeguarding, fulfils this role for the organisation. They assume primary responsibility for child protection matters within the home and organisation.

Views, Wishes, and Feelings

At The Beech House, we prioritise the empowerment of young people to actively participate in decision-making processes and to shape the operation of the home. We recognise that every young person is capable of expressing their views, and we actively seek input from them, as well as from their families or significant others. Additionally, each young person is assigned a key work team member who serves as their advocate, providing valuable input on decisions that impact their daily lives and future.

- Young people are encouraged to attend weekly house meetings, where they are given the opportunity to set the agenda. While staff members take minutes, the children are encouraged to take the lead in driving discussions.
- Young people are informed of their rights to comment, compliment, and/or lodge complaints.
- Access to an Independent Visitor is provided to every young person each month, offering them a platform to provide feedback on their involvement in the home's operation.
- Young people retain the right to make any representations they deem necessary about the home's operation through their Review, Care Plan, and Child's Placement Plan.

Quality Control

- In addition to monitoring and inspection by statutory bodies, The Beech House fosters a culture of engagement with young people, their families, and significant others, and placing authorities to solicit feedback for continuous improvement. Regular surveys and questionnaires are administered, providing stakeholders with a platform to voice their opinions. Additionally, a suggestion box is available, offering an alternative avenue for young people, families, professionals, and staff to contribute their input.

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- The home conducts a formal monthly inspection overseen by an independent individual. This inspection entails spending time with young people, staff, and management, utilising a comprehensive checklist to gain insight into the home's operations. An action log is generated to address areas for improvement or development, outlining specific responsibilities and timelines for implementation. The Registered Manager ensures ongoing monitoring of the home's provision through monthly checks in accordance with The Children's Homes Regulations and Quality Standards. Biannual summaries are submitted to Ofsted as mandated, and during these checks, consultations are conducted with families, social workers, and individual young people.

Anti-Discriminatory and Children's Rights Arrangements

At The Beech House, we are committed to fostering a caring environment that upholds the principles of non-discrimination and values every individual, irrespective of disability, race, gender, colour, sexuality, or religious beliefs. We aim to deliver culturally sensitive services, ensuring equitable access and treatment for all children, young people, staff, and stakeholders.

We maintain a culture of fairness and respect for all children, young people, and stakeholders, actively challenging and discussing discriminatory practices in supervision, team meetings, and young person's meetings. Upholding the Principles of Care, promoting anti-discriminatory practices, and advocating for children's rights, respect, and dignity are central to our approach.

In practice, we promote these principles through:

- Safer recruitment practices to ensure equal opportunities.
- Creating safe living environments conducive to the well-being of children.
- Compliance with the Children's Home Regulations 2015 and the Children's Homes Quality Standards.
- Providing children and young people with information about their rights and facilitating access to external bodies such as Childline, Ofsted, and independent advocates.
- Responding positively and thoroughly to any complaints or representations, ensuring no one faces reprisals.
- Addressing staff concerns promptly and effectively, promoting a culture of accountability.
- Enforcing disciplinary procedures consistently and fairly.
- Keeping the child's placing authority informed about any matters affecting the child's welfare.
- Working collaboratively to improve outcomes for children.
- Actively listening to children and involving them in decision-making processes.
- Supporting therapy and therapeutic interventions in a child-centred approach.
- Offering positive care, accommodation, food, education, and leisure opportunities.
- Ensuring progressive and appropriate staff training, supervision, and appraisals.

We empower young people to understand their rights and provide support for them to challenge discrimination in positive and constructive ways that benefit their well-being. Each child and their family have access to key personnel including the Responsible Individual, Registered Manager,

Deputy Managers, Key Workers, and senior staff team. Prior to admission, children receive a Children's Guide outlining the home's rules, important contacts, and their rights and entitlements.

Restriction of Liberty

At The Beech House, our commitment to providing care for young people with Emotional and Behavioural difficulties occasionally necessitates practices that may be construed as restricting liberty, as outlined by The Law Society. Such practices may include physical restraint of children and increased monitoring and supervision, which are deemed necessary and beneficial in various circumstances. However, it is imperative to emphasise that failures to monitor and supervise children and young people, based on factors such as age, understanding, and vulnerability, would be considered negligent.

In the best interest of children and young people, we uphold principles of openness, transparency, and honesty in our practices. Individual interventions with children and young people are conducted in consultation with placing authorities and, where appropriate, with the involvement of children, young people, and their families. Furthermore, all interventions that may potentially restrict liberty are subject to regular review and consultation to ensure they align with the evolving needs and circumstances of the individuals in our care.

To further safeguard the well-being of children and young people, we adhere to the following principles:

- All staff members receive comprehensive training in de-escalation techniques and conflict resolution to minimise the need for physical restraint and promote positive behavioural management strategies.
- We prioritise the use of least restrictive practices and continuously explore alternative approaches to address challenging behaviours.
- Regular multidisciplinary team meetings are held to review individual care plans and assess the effectiveness of interventions, with a focus on promoting autonomy and empowerment.
- We actively engage with external agencies and professionals, including advocacy services, to ensure a holistic approach to decision-making and safeguarding.
- Any instances of physical restraint or restriction of liberty are documented in detail, including the rationale, actions taken, and outcomes, to facilitate transparency and accountability.
- We maintain ongoing communication with placing authorities and relevant stakeholders to exchange information and collaborate on the implementation of effective support strategies.
- Staff members undergo regular debriefing sessions and reflective practice exercises to evaluate the impact of interventions and identify opportunities for improvement in our approach to care provision.

By adhering to these principles and practices, we strive to create a safe, supportive, and respectful environment where the rights and dignity of every child and young person are upheld and protected.

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Education

At The Beech House, education is a fundamental aspect of our commitment to nurturing the development and potential of every young person in our care. Our school, located on the first floor of the property, is registered with the Department for Education (DFE) and holds an Ofsted Good rating. Young people who are unable to attend mainstream education benefit from The Beech House School.

The Beech House School tailors its educational provision to the individual needs and abilities of each young person, with personalised Individual Education Plans (IEPs) guiding their learning journey. This ensures that the curriculum is adapted to meet the specific educational requirements of each pupil.

While some children and young people may continue attending their current schools if it is deemed in their best interest, we are dedicated to supporting each child's educational progress. To facilitate this, we provide:

a) Desks in each bedroom to enable distraction-free homework completion. b) Computers equipped with word-processing and printing software. c) Broadband Internet access, regularly monitored and controlled to ensure safe usage.

We strive to arrange educational provisions prior to placement, recognising the importance of continuity in learning for young people.

Additional Supports:

- Regular one-on-one discussions between each child and their key worker to address schooling and educational concerns, ranging from enjoyment and problems to examination planning and attainment.
- Collaboration between the key worker, child, and social services in implementing and reviewing the child's educational plan.
- Encouragement for each child to join the local library to access a wide range of books.
- Emphasis on enhancing life prospects through education, reflected in our commitment to:

a) Contributing to the creation, maintenance, and review of each child's Personal Education Plan.

b) Promoting education as a lifelong experience.

c) Identifying suitable local schools and colleges or providing on-site education.

d) Facilitating participation in extracurricular activities and assisting with transportation.

e) Cultivating an environment conducive to learning within the home.

f) Recognising and rewarding academic achievement and success.

g) Monitoring each child's educational progress closely.

h) Attending school open days and parent evenings as required.

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i) Introducing in-home education on practical life skills such as personal health, budgeting, and cooking.

Through these comprehensive measures, we are dedicated to ensuring that each child receives the educational support necessary to thrive and succeed in all aspects of life.

Enjoyment and Achievement

At The Beech House, we are dedicated to providing a structured and enriching daily living experience for every young person in our care. Our goal is to foster social, intellectual, vocational, and personal development through a varied range of stimulating activities, both within the home and in the local community. Emphasis is placed on maintaining a normalised experience, where young people are encouraged to invest in their living environment and contribute to its upkeep.

Structured Activities:

- We strive to maintain a proper balance between free and structured time, ensuring individual activity plans reflect the needs and preferences of each young person.
- Opportunities for participation in a wide range of activities are provided, including celebrations of birthdays, cultural and religious festivals, with active encouragement for family involvement whenever possible.
- Young people are empowered to take an active role in planning events alongside staff, fostering a sense of ownership and engagement.
- An activity budget is allocated to ensure the availability of adequate funds to support a diverse range of activities and experiences.

Safety and Supervision:

- All activities undergo thorough risk assessments and are supervised by qualified staff members to ensure the safety and well-being of the young people.
- High-risk activities are carefully monitored and supervised by personnel with relevant qualifications to ensure appropriate risk management.

Leisure Facilities and Community Engagement:

- Our home offers a variety of leisure facilities, including smart TVs with streaming services, gaming consoles, Bluetooth speakers, and access to Wi-Fi, ensuring entertainment options cater to the diverse interests of the children and young people in our care. Outdoor spaces are equipped with recreational amenities such as sports equipment and relaxation areas, encouraging physical activity and relaxation in nature. Regular trips, outings, and community events are organised to broaden young people's horizons and facilitate social integration.
- We maintain partnerships with local clubs and associations to support young people in pursuing their special interests, enabling introductions to be made and fostering community connections.

Group Holidays and Overseas Travel:

- The Beech House organises a minimum of one group holiday per year, decided upon in consultation with the young people. These holidays may include overseas travel, and support is provided to facilitate passport applications for all children and young people.

Through these initiatives, we aim to create an environment where young people can develop confidence, explore their interests, and create lasting memories, ultimately supporting their holistic development and well-being.

Health

Ensuring the optimal physical and mental well-being of young people is a primary concern for us. We actively advocate for a healthy lifestyle, incorporating meticulous planning regarding diet, exercise, and relaxation.

Every child and young person under our care, as long as they are not already receiving therapeutic support from another agency, such as CAMHS, will be provided with the opportunity to engage with and benefit from sessions with our fully qualified and registered counsellor at The Beech House.

We are committed to creating a nurturing environment that prioritises the health of all young people and promptly addresses their health-related requirements. Our management team assumes responsibility for continuous monitoring, ensuring specific needs are identified, acknowledged, and diligently pursued. Collaboration with a diverse range of healthcare professionals is integral to our approach, facilitating comprehensive assessment of initial healthcare needs and provision of ongoing support.

Upon admission to The Beech House, our staff will facilitate the registration of each young person with local healthcare providers including general practitioners, dentists, and opticians. Depending on the preferences of the child/young person and their families, arrangements may be made for continuity of care with their existing healthcare professionals.

Tailored guidance, advice, and support on health and personal care matters are provided to each individual in accordance with their unique needs and preferences. We engage with local community services to ensure all health needs are met, and comprehensive written health plans are established for each young person encompassing all medical requirements.

While The Beech House does not directly employ healthcare staff, we maintain close partnerships with local healthcare providers. In instances of illness or suspected health concerns, immediate action is taken, including contacting the appropriate healthcare professionals for timely assessment and intervention. Comprehensive records are maintained documenting all health-related incidents during a young person's placement at the home, with particular attention given to those with specific health needs or disabilities. Management ensures that necessary support and treatments outlined in each child's placement plan are diligently implemented, recorded, and monitored, with regular updates provided to relevant stakeholders as required.

Our Substance Misuse Policies, Procedures, and Guidance are strictly adhered to, with proactive measures taken to address any suspicion of substance misuse. In cases where a young person

persists with substance abuse despite interventions, relocation may be considered to mitigate the impact on other young people.

The Beech House is committed to:

- a) Rigorously recording all medicines brought into the home and ensuring their supervised and controlled administration in accordance with established policies and procedures;
- b) Maintaining constant vigilance over the needs of our residents and promptly seeking medical or other support when required;
- c) Implementing in-house programs aimed at imparting basic education and advice on general health and well-being;
- d) Educating children on the detrimental effects of illegal or banned substances, including drugs, solvents, and cigarettes;
- e) Collaborating with healthcare professionals, including doctors, dentists, and practitioners, to address identified healthcare needs and programs for each child/young person.

Specific Therapeutic Arrangements

Our commitment to excellence is evident through the rigorous training and development programs our staff undergo, including PACE training to enhance their support for young people. Additionally, our dedication to continuous improvement is reflected in the monthly reflective sessions held to scrutinise and refine our practices and care provision. At The Beech House we pride ourselves on cultivating an integrative therapeutic milieu.

There is a designated space for therapy to take place, away from the main house, in the outbuilding. The therapy will be based on the child's needs and the therapist's reports will form part of their development plan. The social workers and other parties will be kept informed of the therapist's views, opinions and reviews, without breaking confidentiality between therapist and client. The therapists will also have supervision, where the clients can be discussed. This supervisor will understand the need for confidentiality of the content shared and discussed.

As part of our therapeutic approach, we also utilise the BERRI system, which supports the assessment and work we undertake with young people. BERRI stands out as the only online assessment tool covering mental health, behaviour, emotional well-being, relationships, risk, and attachment. Developed by a clinician with extensive experience in caring for Looked After Children and those with complex needs, BERRI was refined through focus groups involving foster carers, residential care staff, and various professionals.

The Beech House acknowledges the challenge of predicting the ongoing and future needs of children and young people, given the evolving nature of their requirements. As part of our ongoing review system, we recognise that the home may no longer be suitable for individuals whose needs have changed, such as an increase in independence and development. Any decisions or changes in placement are made through multi-disciplinary review processes and only occur if it is deemed to be in the best interests of the child or if failure to act may result in breaching registration requirements.

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Our goal at The Beech House is to maintain a distinguished reputation for supporting children and young people during challenging times. Short-term needs arising from illness, accidents, or temporary increases in challenging behaviours are always addressed within the home, with additional staff or equipment provided as necessary. In rare cases where additional resources are required, we may seek funding support from the placing authority.

Positive Relationships

The Beech House is fully dedicated to fostering positive relationships for the children under our care, aligning with recognised best practices in child welfare. We prioritise the maintenance of important contacts in the lives of our residents, ensuring that established connections are documented comprehensively within each young person's Placement Plan. These contacts are regularly reviewed to accommodate any changes or evolving needs.

We understand the significance of planned contacts and take proactive steps to evaluate their effectiveness. In cases where planned contacts are not realised, we conduct thorough follow-ups with each child to understand the reasons behind this. Additionally, we actively encourage children to cultivate new friendships and connections while they are with us, providing key work sessions focused on promoting healthy relationships. Our commitment to facilitating positive relationships contributes to the overall well-being and social development of the children in our care.

Protection of Children

At The Beech House, safeguarding children and young people is paramount, and every team member takes this responsibility seriously. We adhere to the policies and procedures outlined by the Surrey Safeguarding Children Partnership, ensuring alignment with the latest guidance provided by "Working Together to Safeguard Children" (2023). This framework outlines how organizations collaborate to safeguard children and young people, in accordance with the provisions of the Children's Act 1989, revised in 2004.

We understand the significance of engaging directly with children and families, as well as collaborating with them to prevent and address safeguarding issues. We emphasise the importance of shared responsibility among key individuals in the young person's life. Our home maintains strong partnerships with relevant agencies, ensuring that safeguarding plans prioritise the well-being of the child. We firmly believe in a collaborative approach to safeguarding and never handle concerns in isolation from the broader system. Should the need arise, we have the capacity to report concerns to the Multi-Agency Safeguarding Hub (MASH), facilitating the sharing of information and coordinated action.

At The Beech House, the individuals entrusted with oversight of safeguarding responsibilities are Chloe Lee, serving as the Manager, and Wayne Grey, who holds the positions of Responsible Individual and Head of Safeguarding. Chloe serves as the Designated Safeguarding Lead within the home, while Wayne fulfils this role within the organisation. Together, they bear the primary responsibility for matters concerning safeguarding and child protection. Our commitment to ensuring the safety and protection of all children residing at The Beech House remains unwavering.

Applicants seeking positions within our home are provided with clear information that these roles are exempt from the Rehabilitation of Offenders Act 1974. Additionally, candidates are advised of

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the necessity to undergo 'enhanced disclosure' checks with the Disclosure and Barring Service (DBS) before their positions can be confirmed.

To ensure that our staff meet the expectations of The Beech House when supporting our children and young people, we implement a rigorous induction process, followed by Training shifts and a probationary period. This comprehensive approach helps to ensure that our team members are fully equipped to fulfil their roles effectively.

In cases where applications are declined due to disclosed information, applicants retain the right to know and challenge any incorrect information. We adhere to Ofsted requirements regarding references and DBS checks for both staff and volunteers, ensuring that only suitable individuals are employed or granted access to our setting and the children within it.

Furthermore, we comply with the Safeguarding of Vulnerable Groups Act 2006 requirements concerning individuals who are dismissed from our employment or resign under circumstances that would otherwise warrant dismissal due to child protection concerns.

To maintain the security and safety of our residents, we have established procedures for recording visitor details and implementing security measures to regulate access to the home. These measures are designed to prevent unauthorized individuals from having unsupervised access to the children under our care.

Comprehensive safeguarding and child protection training are vital components of our staff development program at The Beech House. Every team member undergoes rigorous training to ensure they are well informed about their roles and responsibilities in safeguarding children. This training equips them with the necessary knowledge and skills to identify signs indicating a child may be at risk of harm. Additionally, staff are trained on the correct procedures for documenting and reporting safeguarding concerns, ensuring that any potential risks to children are addressed promptly and appropriately. By empowering our staff with this essential training, we uphold our commitment to providing a safe and secure environment for all children in our care.

Recognising and Responding to Suspicions of Abuse

- We acknowledge the multifaceted nature of child abuse, which can manifest in various forms including physical, emotional, sexual, and neglect.
- Signs of potential abuse may be evident in children through their disclosures, whether direct or indirect, as well as observable changes in their appearance, behaviour, or play.
- When staff members identify such signs, they promptly report and document the details of their concerns, including the date, and consult with the designated manager responsible for safeguarding.
- All pertinent information is securely stored in the child's file for reference.
- We take decisive action by reporting our concerns to the local authority children's social care department and fully cooperate with any subsequent investigations, which may involve collaboration with the police or other relevant agencies as identified by the Local Safeguarding Children's Partnership.

- It is imperative that we avoid influencing the outcome of any investigation through our interactions with children or the manner in which we pose questions to them.
- Our response is guided by the detailed procedures and reporting format outlined in the organization's safeguarding and child protection policy.

Recording Suspicions of Abuse and Disclosures

If a child confides in a staff member or displays concerning signs or signals that may indicate abuse or neglect, such as significant changes in behaviour or unexplained injuries, the staff member:

- Listens to the child attentively, offering reassurance and ensuring them that action will be taken.
- Avoid questioning the child to prevent undue pressure or influence.
- Record the observation or disclosure in writing to maintain an objective account, including:
 - The date and time of the observation or disclosure.
 - The exact words spoken by the child, to the best of their recollection.
 - The name of the person to whom the concern was reported, along with the date and time.
 - The names of any other individuals present during the disclosure or observation.

These records are electronically logged, and then securely stored in the child's Clear Care file, ensuring confidentiality and accessibility when needed.

Making a Referral to the Local Authority Social Care Team

- We ensure prompt communication with the placing authority's social care team or Surrey's safeguarding team when concerns arise.
- The contact number for the Children and Young People Initial Contact Team is **0300 470 9100**.
- This referral process is outlined comprehensively within the organisation's safeguarding and child protection policy.
- Additionally, staff have access to guidance provided by the NSPCC, which offers valuable resources on recognising and responding to abuse. For further information, staff can refer to the NSPCC guidance available at: <https://learning.nspcc.org.uk/child-abuse-and-neglect/recognising-and-responding-to-abuse/>

Informing Parents

- Parents are typically the initial point of contact, unless a full care order is in place, in which case the social worker involved will be contacted.
- When a suspicion of abuse is recorded, parents are promptly informed simultaneously with the report being made, unless guidance from the placing authority/Local Safeguarding Children Partnership prohibits this.

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- This exception typically applies when the parent is suspected to be the perpetrator of the abuse. In such cases, investigating officers will be responsible for informing parents.
- Prior permission from parents or their social workers is required before children are interviewed, and parents are provided with comprehensive information regarding the outcome of any investigation.
- Parents are assured that The Beech House prioritises the welfare of the child above all else, and any necessary action to ensure the child's protection and safety will be promptly taken in the event of any allegation or concern.

Liaison with Other Agencies

- We adhere to the guidelines set forth by the Surrey Safeguarding Children Partnership to ensure effective collaboration with external agencies.
- Copies of ['What to do if you're worried a child is being abused'](#) are readily available for both parents and staff, and all staff members are well-versed in the appropriate actions to take if they have concerns.
- Our procedures for contacting the local authority regarding child protection issues are robust, including the maintenance of a comprehensive list of social workers' contact details. This ensures seamless communication and collaboration between our setting and social services, particularly in emergencies.
- Any incidents or accidents are promptly reported to the registration authority, Ofsted, along with any changes in our arrangements that may impact the well-being of children.
- Contact details for the local National Society for the Prevention of Cruelty to Children (NSPCC) are also maintained for quick access to additional support and guidance.
- When making a referral to the local authority social care department, we adhere to the Safeguarding Children and Child Protection guidance specific to our area. Decisions regarding whether to inform the child's parents simultaneously are made in accordance with these guidelines.

Allegations of abuse.

- In responding to any complaint alleging abuse by a member of staff, we strictly adhere to the guidance provided by Surrey's Safeguarding Children Partnership, directing such complaints to the Local Authority Designated Officer (LADO).
- Any disclosures made by children or staff regarding alleged abuse by a member of staff are promptly recorded, ensuring accuracy and thoroughness in documenting such incidents.
- Allegations of staff misconduct are immediately reported to the local authority's social care department for investigation, with simultaneous notification to Ofsted. Failure to report such incidents is recognised as an offence.
- We fully cooperate with any investigation conducted by children's social care in collaboration with law enforcement agencies.

- In cases where both the management team and children's social care deem it appropriate, the manager may suspend the implicated staff member on full pay for the duration of the investigation. This precautionary measure is not an admission of guilt but serves to safeguard the interests of staff, children, and families involved throughout the investigative process.

Disciplinary Action

In instances where a member of staff is dismissed from the home due to misconduct involving a child, we take decisive action to notify the Independent Barring Board administrators. This ensures that the individual's name is promptly included on the Protection of Children and Vulnerable Adults Barred List, thereby preventing them from working with vulnerable individuals in the future. This proactive approach reinforces our commitment to safeguarding and prioritises the safety and well-being of the children under our care.

Confidentiality

Upholding strict confidentiality standards, all suspicions and investigations are handled discreetly and shared only with individuals who have a legitimate need to know, in accordance with the guidance provided by the Safeguarding Children partnership. This commitment to confidentiality ensures the privacy and dignity of all parties involved while safeguarding the interests of the children under our care.

Support to Families

- At The Beech House, we prioritise the establishment of trusting and supportive relationships with both families and staff within our home.
- We ensure parents are fully informed about our role and responsibilities regarding child protection, including our obligation to report concerns, provide information, monitor the child's well-being, and maintain open communication with the local children's social care team.
- Throughout any investigations related to alleged abuse, we maintain an inclusive approach by continuing to welcome the child and their family into our home.
- We diligently adhere to the Child Protection Plan outlined by the child's social worker, fulfilling our designated role and tasks in supporting both the child and their family in the aftermath of any investigation.
- Confidential records pertaining to a child are shared with the child's parents or individuals with parental responsibility in accordance with our Confidentiality and Client Access to Records procedure, guided by the recommendations of the Safeguarding Children Partnership to ensure appropriateness and confidentiality.

Risk Management

Before admission and throughout the referral process, we conduct thorough individual assessments to determine each young person's level of risk and vulnerability to risky behaviours. Collaborating closely with referring professionals, we prioritise the safety and well-being of young people, aiming to equip them with the skills to understand and manage risk effectively.

Our approach involves developing detailed, personalised risk assessments and individual behaviour management plans, which are informed by relevant care, health, and education assessments, as well as the young person's past experiences and current functioning.

These individualised plans encompass all safeguarding concerns and are integrated into the young person's placement plan. We conduct regular reviews of these plans, typically on a monthly basis or immediately as needed.

Our staff actively support young people in understanding and managing risky behaviours, fostering their ability to keep themselves safe. Significant changes to a young person's risk assessment are made in consultation with their placing authority, ensuring collaborative decision-making in safeguarding matters.

Preventing Bullying

At The Beech House, our commitment to preventing bullying is unwavering. We are dedicated to fostering a culture where every individual feels supported in recognising, understanding, and addressing bullying behaviour. Our goal is to cultivate an environment where young people are treated with dignity and respect, fostering healthy peer relationships and self-awareness.

Through our PACE (Playfulness, Acceptance, Curiosity, Empathy) approach, we empower young people to navigate their interactions with others and to recognise their own potential roles as both perpetrators and targets of bullying. They are equipped with the skills to identify signs of mistreatment and to confidently advocate for themselves and their peers, ensuring that everyone is treated with respect.

In our house meetings, we take a restorative approach to discussing any instances of bullying or mistreatment. This approach emphasises accountability, understanding, and repairing harm, fostering growth and resolution among all parties involved.

We emphasise the social responsibility that each young person holds within our community, encouraging them to understand the impact of their behaviour on others and actively participate in addressing issues of bullying. Upon admission, all young people sign an anti-bullying agreement, reaffirming their commitment to creating a safe and inclusive environment for all.

Furthermore, we provide comprehensive information on external support resources, such as Social Workers, Childline, NSPCC, Ofsted, and Children's advocates, ensuring that young people have access to additional assistance if needed beyond our internal processes.

Child Sexual Exploitation

Recognising the heightened vulnerability of looked after children to Child Sexual Exploitation (CSE), we prioritise their safety through comprehensive measures. Collaborating closely with placing authorities, we ensure that each child undergoes a thorough sexual exploitation risk assessment upon admission.

Statement of Purpose

At The Beech House, our partnership extends to the Surrey Missing Person's/CSE team, maintaining vigilant communication to identify and address any potential risks faced by our young people. Upon admission, we diligently complete a Grab pack, further bolstering our efforts to safeguard them.

Within our home, we foster an environment of open dialogue regarding risk-taking behaviour. Through ongoing support, young people learn to discern between safe and unsafe relationships, effectively mitigating the risk of exploitation.

Equipping our young people with essential knowledge, we provide comprehensive training on internet safety and responsible internet usage. Additionally, parental controls are rigorously enforced on all communal devices within The Beech House, ensuring a secure online environment.

To ensure up-to-date information is available, a location risk assessment is currently in place and undergoes regular updates. The latest update was conducted in February 2024, and we are committed to scheduling routine reviews to maintain the accuracy and effectiveness of our safeguarding measures.

If a young person goes missing

At The Beech House, we have established clear and comprehensive missing/absent procedures to address any unauthorised absences promptly. All staff members are thoroughly familiar with these procedures and understand the necessary steps to take in such situations.

We prioritise a proactive approach towards young people who may go missing, maintaining a strong partnership with the Missing Person's Unit in Surrey. Upon admission, we create a detailed profile, including a photograph, of each young person, which can be provided to the authorities if needed.

Our protocols align with the Missing Children Joint Protocol, ensuring a coordinated response to incidents of young people running away or going missing from home or care. We have a formalised agreement with the police for handling missing episodes and facilitating swift and effective interventions.

Each young person at The Beech House undergoes an individual risk assessment tailored to their specific circumstances, outlining their risk level, potential triggers, and strategies to minimise the risk of them going missing.

In the unfortunate event of a young person going missing, we endeavour to arrange for an independent person to conduct a return home interview within 72 hours, aiming to gather crucial information and provide support during the reintegration process.

Notification of a Serious Event

Notifications under Regulation 40 of The Children's Home (England) Regulations 2015 are sent to the required authorities as well as to the Responsible Individual in a timely manner.

Monitoring and Surveillance

At The Beech House, we recognise the unique challenges posed by the emotional and behavioural complexities of the young people in our care. Consequently, our dedicated staff provide continuous support and supervision, ensuring round-the-clock oversight for all residents.

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Statement of Purpose

While surveillance equipment is not installed indoors, external monitoring cameras are strategically placed at entry and exit points to monitor the property's perimeter.

Exceptions to this policy are made in cases where it is deemed necessary by The Beech House, parents, and relevant professionals to utilise monitoring equipment in bedrooms, particularly for children with epilepsy or those exhibiting self-injurious behaviours. Such equipment is complemented by regular checks conducted by staff throughout the night, prioritising the safety and well-being of the children.

Prior consent from parents or social workers is always obtained before implementing any monitoring equipment for their children. Our staff maintain active engagement with the young people throughout the day and evening, diligently documenting their whereabouts in our monitoring systems.

The level of monitoring is tailored to the individual needs of each young person, with assessments conducted based on staff observations, the young person's mental state, and their behaviours. Monitoring levels are adjusted accordingly, ranging from hourly check-ins to one-to-one supervision, depending on the assessed level of risk.

At The Beech House, our commitment to safeguarding extends to ensuring the rights and freedoms of every young person in our care. In instances where there may be concerns about a young person's liberty, we adhere to legal frameworks such as Deprivation of Liberty Orders (DoLs) to ensure that any restrictions placed on an individual's freedom are lawful, proportionate, and in their best interests. Our staff are trained to recognise the criteria for DoLs and work closely with relevant authorities to ensure compliance with legal requirements while prioritising the well-being and dignity of the young person. We strive to maintain transparency and open communication with all stakeholders involved in the decision-making process regarding DoLs, including the young person, their families, and legal representatives, to uphold their rights and promote their autonomy to the fullest extent possible.

External door security

The Beech House prioritises the safety and freedom of movement for the children in our care. To achieve this, both exit doors at either end of the building are equipped with door-open alarm systems, which can be activated or deactivated as needed. These systems serve the dual purpose of maintaining a secure environment while allowing children the freedom to move about with minimal restriction. Importantly, these alarms are designed to alert staff in the event that a child attempts to leave without authorisation.

Furthermore, the front door is enhanced with a video entry system adding an extra layer of security to safeguard the young people under our care. These measures are communicated and agreed upon with placing authorities and parents to ensure transparency and collaboration in preventing young people from going missing.

It's important to note that these security measures do not impinge upon the young person's right to liberty. Our dedicated staff members are present around the clock, both within the home and during community outings, providing continuous support and supervision to the young people at all times of the day and night.

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Behaviour Management, Discipline and Physical Intervention Arrangements

At The Beech House, our approach to behaviour management, discipline, and physical intervention is founded on principles of respect, support, and safety. We prioritise the individual needs and behavioural targets of each young person in our care, fostering an environment conducive to positive change and growth. Through open communication, frequent monitoring, and clear guidelines, we aim to instil boundaries, encourage responsibility, and reinforce positive behaviour. Our commitment to ensuring the well-being of our young people extends to the careful and considered use of physical intervention as a last resort, always prioritising the safety of all involved.

- The young person's identified needs and behavioural targets remain central, with open discussion and a supportive approach to foster motivation for change.
- Frequent monitoring of behaviour provides valuable data for identifying patterns and measuring progress.
- The Beech House operates a clear policy and guidance for staff, emphasising the reinforcement of positive messages and the establishment of boundaries.
- Equitable measures of control are asserted, considering each young person's age and understanding, with careful consideration of complex behavioural origins.
- Initial tasks include guiding young people to gain control of their behaviour, actions, and consequences, enabling self-control development.
- Physical intervention is a last resort to prevent likely injury and is never used as a punishment or to enforce compliance.
- Staff receive training in non-invasive physical intervention techniques from certified Team Teach trainers to ensure consistent practice.
- All physical interventions are documented, including details of the incident, and debriefing sessions are conducted to reflect and learn from the experience.
- Rewards for positive behaviours are recorded and discussed with the young person concerned.
- The home maintains written policies on behaviour management and physical intervention, ensuring staff understanding and compliance.
- Physical intervention is undertaken only in extreme circumstances, following attempts of less intrusive methods, and is recorded in accordance with policy.
- Consistent principles guide corrective action for behaviour falling below expected standards, promoting a supportive and respectful environment for all.

All staff at The Beech House must understand the foundational principles of our behaviour management philosophy. Therefore, the home has crafted and distributed its comprehensive policy on "Promoting Positive Behaviour and Relationships" to ensure consistent understanding and practice among the team.

In maintaining a supportive environment where everyone's needs are understood and respected, The Beech House responds promptly to instances where behaviour may not meet expectations. Conversations with the individuals concerned are held, and suitable corrective actions are taken, guided by a compassionate understanding of behaviour as a form of communication, in line with the principles of the PACE approach.

The use of physical intervention on a child is a measure reserved for extreme circumstances and as a last resort in managing behaviour. Recognising the gravity of this matter, the home has dedicated a distinct policy and procedure to physical intervention, mirroring the seriousness with which it approaches behaviour management. All staff members receive a copy of this policy for inclusion in their personal file, ensuring awareness and adherence.

Physical intervention of a child is considered only after exhausting less intrusive methods or alternatives and is executed solely in dire situations. Any instances of physical intervention are meticulously documented in accordance with established policy.

To equip staff with the necessary skills, all team members at The Beech House undergo training in non-invasive physical intervention techniques by certified Team Teach trainers. This training encompasses conflict management, disengagement, assault avoidance, as well as the use of non-restrictive holds and escorting.

Rewards

At the core of our positive behaviour support program for each young person lies the principle of rewarding behaviours we wish to see repeated. By prioritising positive reinforcement, we aim to effect positive changes in the behaviour of our young people. We actively foster an environment where young people are encouraged to cultivate positive aspirations, supporting them in setting realistic and achievable goals. Day-to-day, we celebrate small achievements with praise and recognition, fostering a culture of positivity and encouragement. Through this approach, we aim to shift the focus from seeking attention through negative behaviour to experiencing the satisfaction of positive engagement. Our staff work closely with young people to establish daily, weekly, and monthly targets, which are celebrated and rewarded with points. These points are diligently monitored and contribute to an incentive scheme, providing extra funds that are carefully managed and recorded.

Permissible consequences

In our positive behaviour support framework, we also recognise the importance of appropriately addressing behaviours that do not align with our expectations. While rewards for positive behaviour are emphasised, we understand that there may be occasions where consequences are necessary to guide behaviour in a more desirable direction.

Consequences are implemented in a fair and consistent manner, always with the goal of promoting learning and growth rather than punishment. When behaviours fall short of expectations, discussions are held with the individuals involved to explore the underlying reasons and to collaboratively identify solutions.

Consequences are applied in a way that respects the dignity of the young person and encourages reflection on their actions. They are tailored to the individual needs and circumstances of each

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young person, with the aim of promoting accountability and supporting them in making positive choices in the future.

Just as with rewards, small achievements and progress towards behavioural goals are acknowledged and celebrated. This balanced approach ensures that young people understand both the positive outcomes of their actions and the consequences of behaviours that do not align with our shared expectations.

Our staff work closely with young people to provide guidance, support, and encouragement throughout this process, fostering a supportive and empowering environment where young people feel valued and motivated to strive towards positive behaviour.

In instances where a child's or young person's behaviour or attitude challenges our agreed standards for good behaviour, appropriate consequences may be implemented. These consequences:

- reflect the seriousness of the individual offence;
- Are applied promptly following an incident.
- Are administered fairly and consistently.

It's important to note that consequences are not:

- Applied to a whole group of children or young people when the individual(s) responsible have not been identified.
- Used to degrade or humiliate a child or young person, either publicly or privately.
- A means of restricting liberty.

Possible consequences may include:

- Verbal warnings or expressions of disapproval.
- Confiscation of prohibited items.
- Financial restitution for property damage.
- Grounding or temporary withdrawal from social activities.

Room Searches

At The Beech House, individual room searches are conducted in accordance with our established policy. We aim to minimise disruption to personal belongings while ensuring a thorough search. Room searches are typically conducted in the presence of the young person and two staff members. All searches are meticulously documented, and the child or young person is required to sign to acknowledge their presence during the search.

In situations of emergency or safeguarding concerns, room searches may be conducted in the absence of the child or young person. Prior to their stay, children and young people are informed of this policy and are required to sign an agreement indicating their understanding and acceptance of it.

Preventing Radicalisation of Children

At The Beech House, our staff are acutely aware of the potential for young people to be influenced by extremist ideologies or drawn into violent activities through various channels. This influence may stem from family members, peers, direct contact with extremist groups, or online exposure. All staff members have received training in fulfilling their Prevent duty, and we maintain close collaboration with Surrey Police to stay abreast of any new developments in this area.

We recognise that exposure to extremist messages poses significant risks to young people, potentially leading to involvement in criminal activities and causing harm. To mitigate these risks, we uphold high levels of supervision for the young people in our care and conduct thorough risk assessments regarding their independent activities off-site or participation in external educational or social settings.

Our staff remain vigilant for potential indicators of radicalisation, actively monitoring and addressing any concerning behaviours or influences to safeguard the well-being of the young people under our care.

Whistleblowing

At The Beech House, we maintain a Whistleblowing Policy to ensure that staff have a clear avenue for reporting concerns about the protection of children. Should staff members wish to report their concerns to Ofsted, they can do so through the following channels:

- Telephone: 0300 1233155 (Monday to Friday, 8:00 am to 6:00 pm)
- Email: whistleblowing@ofsted.gov.uk
- Mail: WBHL

Ofsted Piccadilly Gate

Store Street

Manchester

M1 2WD

We encourage staff to utilise these channels to ensure that any issues related to the safety and well-being of children are promptly addressed and investigated.

Fire and Other Emergency Procedures

At The Beech House, we uphold rigorous fire and emergency procedures to ensure the safety and well-being of our residents. Our comprehensive fire policy is regularly reviewed and adhered to, with equipment serviced by qualified external agents at scheduled intervals. Testing of fire safety measures aligns with policy and legislation, with staff and residents participating in regular evacuation drills as required. Detailed records are maintained, allowing for any identified issues to be promptly addressed.

Our team receives ongoing fire training from qualified consultants, supplemented by in-house instruction provided as part of the induction process for new staff and through regular refresher

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sessions. We recognise the importance of involving our residents in discussions about fire safety, and where practicable, the implications of a fire within the home are communicated to them.

In addition to our general emergency procedures, each young person at The Beech House has their own Personal Evacuation Plan (PEP), meticulously crafted to address their unique needs and circumstances. These PEPs are stored on Clear Care, our digital platform, ensuring accessibility and accuracy for all staff members. Regular reviews and updates of the PEPs are conducted to guarantee their continued relevance and effectiveness in emergency situations.

Furthermore, we are well-prepared to handle health and medical emergencies as part of our overall care provision. In the event of an accident or medical incident requiring attention, an ambulance will be promptly called by the home. Should it be deemed inappropriate to await the arrival of a General Practitioner, a staff member will accompany the young person to the hospital and remain with them as necessary. Night cover may also be provided if deemed beneficial for the young person's well-being or at the request of the placing authority.

Other emergencies such as gas or water leaks, or electrical failures, will receive immediate attention from appropriate external agencies or maintenance engineers.

Leadership and Management

Contact Details

Registered Provider and Responsible Individual (as defined in the Care Standards Act) is

Wayne Grey,

191-193 High St,

Hampton Hill,

Hampton

TW12 1NL

Chloe Lee

Home Manager

SC2 in process by Ofsted for Chloe Lee to take on the position.

Ofsted

Piccadilly Gate

Store Street

Manchester

M1 2WD

Tel: General Enquiries: 0300 123 1231 Concerns: 123 4666

Regulation 44 Independent Visitor

Kay King kaykingfreelance@outlook.com

Staff Profiles, Qualifications, and Experience

At The Beech House, we place paramount importance on recruiting and retaining a highly skilled and qualified workforce to deliver exceptional care to our residents. Our robust recruitment and selection policy ensures that only individuals with the necessary skills, education, training, prior work experience, and positive attitude are considered for employment.

We provide comprehensive induction training to all new staff members, equipping them with the knowledge and skills required to excel in their roles. Additionally, ongoing training, appraisal, supervision, and support are provided as needed to ensure continuous professional development and high-quality care provision.

As part of our commitment to safeguarding, all job applicants are required to undergo an enhanced disclosure check from the Disclosure and Barring Service (DBS). This process allows us to thoroughly assess the suitability of applicants to work with children and young people, ensuring the safety and well-being of our residents at all times.

Furthermore, we have developed a comprehensive workforce development plan aimed at enhancing the skills and competencies of our staff members. This plan includes targeted training programs, opportunities for professional development, and regular performance reviews to support the ongoing growth and success of our workforce.

Organisational Structure of the Home

The Beech House is run by the Manager, Chloe Lee. When at full capacity, the home will have the following staffing (as a minimum).

- 1 Registered Manager
- 1 Deputy Manager
- 6 Senior Key workers/ Senior Support worker
- 8 Residential workers
- 1 Maintenance Worker

Staffing Policy

At The Beech House, we recognise our critical responsibility to maintain appropriate staffing levels to meet the diverse needs of the children and young people under our care. We aim to ensure that we have a sufficient number of staff members available to provide high-quality support and supervision, while also managing our resources effectively and responsibly.

In the event that our regular staffing complement is insufficient to meet the needs of our residents, we may engage the services of agency staff from a reputable company. However, this is considered a

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last resort measure, and every effort is made to prioritise the continuity of care provided by our dedicated team of permanent staff members.

Shift Patterns

The staffing schedule at The Beech House ensures coverage for extended hours, with staff available from 7:30 AM to 11:00 PM. During regular office hours, Monday to Friday from 9:00 AM to 5:00 PM, the Registered Manager will be present at the home. Additionally, a designated shift leader will take responsibility for leading each shift.

The shifts are structured as follows:

- Early Shift: 7:30 AM to 3:00 PM
- Late Shift: 2:00 PM to 11:00 PM
- Waking Night Shift: 10:00 PM to 8:00 AM

Each shift will be led by a designated shift leader, ensuring consistent leadership and supervision throughout the day.

Furthermore, The Beech House maintains coverage 24 hours a day, 7 days a week, 52 weeks a year. Outside of regular office hours, from 5:00 PM to 8:00 AM the following day, a senior on-call staff member will provide support to the team, ensuring that assistance is readily available whenever needed.

Staff Supervision

At The Beech House, we place great emphasis on the importance of staff supervision in supporting, developing, and maintaining high standards of care. We are fully committed to meeting supervision standards as outlined in The Children's Homes Regulations and Quality Standards.

In practice, this commitment translates into providing both formal and informal supervision for our staff conducted by their line managers. Additional supervision is also available upon request or as deemed necessary. We firmly believe that fostering best practices requires ongoing staff development and education. Our goal is to cultivate and sustain high levels of motivation and morale among both individual staff members and the entire team.

To ensure transparency and accountability, we have implemented a robust policy on staff supervision, with all records maintained under confidential cover. These records are accessible for inspection during regulatory assessments, with the permission of the individual staff members. During supervision sessions, staff are encouraged to document any concerns they may have, facilitating open communication and resolution of issues.

Furthermore, our Home Manager or Deputy Manager provides direct, on-site support, monitoring, and supervision to complement formal supervision. Additionally, staff have the opportunity to participate in group reflective supervision sessions once a month and engage in one-to-one sessions with the group lead if they require additional support. These measures aim to create a supportive and empowering environment for our staff, ensuring their well-being and enabling them to deliver the highest quality of care to our residents.

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Training & Development

At The Beech House, we are dedicated to fostering an environment where children and young people are encouraged to thrive with the support of well-equipped staff, in accordance with The Children's Homes Regulations and Quality Standards. To achieve this, we prioritise the continuous training and development of our staff through a comprehensive program of both in-house and external training initiatives.

We actively identify staff training needs through ongoing processes such as statutory obligations, internal supervision, team meetings, and appraisals. Additionally, the admission of a young person with specific care needs may prompt the need for additional training, which we promptly address by constructing and implementing a tailored training package. This may include essential courses such as safeguarding, first aid, and behavioural management techniques. Furthermore, staff who do not already possess it will be signed up for their Level 3/4 Diploma in Working with Children and Young People on successful completion of their probationary period to ensure comprehensive training and development.

Upon joining our team, staff members undergo a formal induction process and are provided with a personal development plan that outlines their training needs and opportunities for growth. Mandatory training is compulsory, and we offer rolling programs to ensure ongoing compliance.

To maintain transparency and accountability, we maintain a training matrix that is updated monthly, documenting the training needs and qualifications of each staff member. Copies of certificates obtained through training courses are readily available for inspection, ensuring that our staff are well-equipped to meet the evolving needs of our residents.

In addition to formal training, we conduct monthly Core Practice sessions aimed at supporting elements of practice and development. These sessions address emerging trends and patterns, providing staff with the opportunity to enhance their skills and knowledge in key areas of care delivery. Through these sessions, we continuously strive to improve our practices and ensure the highest standards of care for the children and young people in our care.

Staff Appraisal and Mid/End of Probationary Reviews

All full-time staff at The Beech House undergo an annual appraisal, designed to evaluate their performance, identify areas for development, and set goals for the upcoming year. Our appraisal system aims to promote continuous improvement, enhance staff morale and motivation, and ultimately contribute to the delivery of high-quality care for our residents.

In addition to the annual appraisal, new staff members undergo mid-probationary and end-of-probationary reviews as part of their probationary period. These reviews are seamlessly integrated into our organisational appraisal system, ensuring consistency and alignment with our performance management processes.

It's important to note that our appraisal system operates on a seasonal basis, running from the 1st of March to the 30th of April each year. This structured approach allows for comprehensive assessments and facilitates timely feedback and target setting for all staff members.

Encouraging Positive Role Models

In the therapeutic framework of PACE, we understand the profound impact of role models on the development of children and young people. Parents, caregivers, and teachers often hold significant sway in shaping their perceptions and behaviours. At The Beech House, we prioritise fostering an environment that embraces diversity in gender, race, religion, and culture.

We recognise the unique backgrounds of the young people under our care, who hail from a wide array of ethnic and socio-economic backgrounds. While we aim for a balanced representation of genders, we acknowledge that achieving this balance may not always be feasible. In such instances, we remain attuned to the need for adjustments to ensure that all perspectives are valued and included in our activities, discussions, and decision-making processes. Through careful attention and sensitivity, we endeavour to promote healthy gender relations and offer diverse perspectives for the holistic development of our young people.

Care Planning

At The Beech House, the welfare of the child or young person is our top priority, and we share a responsibility with the placing authority to safeguard and promote their well-being.

We strive to collaborate with the child or young person (as much as possible, considering their age and understanding), their parent(s), and those with parental responsibility. It is essential that children or young people, along with their parent(s) or caregivers, actively participate in decision-making processes, with their views duly considered, especially in matters involving risk.

Each young person will have both a Child Centred Placement Plan and a Care Plan, which undergo regular reviews. Additionally, Care Plans and Berri Outcomes reports are employed to monitor each individual's progress and development regularly.

Admission to the home is meticulously planned to ensure a smooth transition for both the incoming young person and those already residing in the facility. Prior to any visits by the young person or their family, the managers assess relevant information, including potential risks tailored to the individual's needs. This assessment is complemented by pre-placement visits, direct observations, and considerations of physical aspects of the home and staffing levels.

We are transparent about the behaviours or conditions we can manage and the requirements for managing them. Likewise, professionals and families are briefed on the home's philosophy and its commitment to honouring the rights and needs of each individual.

For children and young people struggling with behaviour issues linked to learning disabilities, placement at The Beech House can effectively disrupt negative cycles. Our environment fosters a safe space for addressing unresolved feelings, offering support in a nurturing environment conducive to constructive challenge and boundary setting.

In cases of emergency admissions, suitability and compatibility are carefully evaluated, and initial assessments are conducted to manage risks effectively.

All necessary documentation must be provided prior to or upon admission, ensuring that the duration of the placement aligns with the individual's needs as outlined in their Care Plan and Child's Placement Plan.

On Admission

Upon admission to The Beech House, the child/young person is warmly welcomed and provided with a child-friendly Children and Young People's Guide, readily available on-site.

- The child is registered with a local doctor, and a comprehensive health check is conducted, including registration with a dentist and optician.
- Within two weeks of admission, a planning meeting is convened to develop an Individual Placement Plan. This plan is regularly reviewed and adjusted to reflect progress, with the child or young person having the opportunity to review it at any reasonable time.
- The child is introduced to their Key-Working team at The Beech House, with the Registered Manager ensuring that all staff are briefed on their Key-Working responsibilities.
- The complaints procedure is explained to the child, and information on accessing an Independent Advocate is provided.
- The child is briefed on the Countering-bullying policy, as well as the Promoting Positive Behaviour and Relationships policy.
- Age-appropriate bedtimes, pocket money allowances, and clothing allowances are clearly outlined.
- Basic health and safety rules, fire procedures, and evacuation protocols are explained thoroughly to the child or young person.

Review and Placement Plan Arrangements

Ensuring the well-being and progress of each young person at our The Beech House is a cornerstone of our commitment. Here's how we manage review and placement plan arrangements:

- Regular reviews of the young person's placement plan are conducted in accordance with established guidelines, overseen by the Registered manager. The young person is encouraged to participate in the review process to the extent feasible, with outcomes incorporated into their day-to-day care promptly.
- The Registered manager is responsible for preparing and completing the Child's Placement Plan, ensuring consultation with the child, their family, and the placing authority. This consultation covers various aspects, including day-to-day care, health care, education, and arrangements for contact with parents, carers, relatives, and friends.
- The registered Manager cooperates with the child's placing authority in agreeing and signing the plan, providing necessary information and representation for related meetings. Copies of the plan are kept on file, with one sent to the child's social worker.

Statement of Purpose

- Reviews are conducted to safeguard and promote the welfare of the child or young person effectively. The first review occurs within four weeks of the child or young person becoming "looked after," followed by subsequent reviews at three-month intervals and then at intervals of no more than six months thereafter.
- Review timing may not align with the start of admission to the home, as it's contingent on when the child or young person began being "looked after." Frequency requirements are set by law but can be adjusted based on individual circumstances warranting a review.

Transition

Typically, young people's placements at The Beech House conclude upon reaching the age of 18. During this transition, the young person will receive support from their keyworker in collaboration with the placing authority to identify their next placement. Every effort is made to ensure that the young person's voice is heard, and their needs are adequately addressed at each stage of the process.

The conclusion of a placement is a significant milestone for the young person, their peers, and staff alike. Whenever feasible, appropriate arrangements are made to facilitate reflection on their time at the home and to ensure a positive and proper farewell for staff and fellow residents.

Wayne Grey	Service and Operations Manager/Responsible Individual/Head of Safeguarding	30 years experience of working with young people. 23 years of management experience. NVQ Level 4 in working with children and young people. Level 5 Diploma in Leadership and Management for Residential Childcare
Chloe Lee	Home Manager	Level 5 leadership & management. Level 3 diploma in childcare and education FDA In early years – Level 5 13 years' experience working in health and social and childcare services. 2 years childrens home management experience. First aid trained Autistic spectrum conditions
Reviewed by	Wayne Grey	December 2024
Reviewed by	Chloe Lee	December 2024
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Reviewed by		
Reviewed by		

