

Statement of Purpose

HARMONY HOUSE

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PART ONE: THE QUALITY AND OVERALL, PURPOSE OF CARE STANDARD

1.1 Introduction:

Harmony house aims to ensure the provision of a high-quality caring, safe, enabling, and structured environment for up to two children and young people with **emotional, behavioural and or mild learning difficulties** who may be presenting with challenging behaviors. The duration of each individual young people's placement will be dependent on their care plan and individual needs. Our emphasis, however, will be on **long-term placements** so that the maximum impact and change can be pursued.

1.2 - Aims and Objectives:

The core aims and objective of the management and staff of Harmony house is to deliver life- skills education to young people looked after and to meet the Quality Care Standards as outlined in the Guide to the Children's Home Regulations 2015. Our hope is that we can positively impact these young people's lives so much that they feel confident, supported, empowered, safe, emotionally contained, and resilient when they leave our care.

Placements are open to **planned as well as emergency referrals**. The age range of the young people accommodated is 10 - 17. **We are however open to shared care referrals leading to full-time placements** and considering the placement needs of the individual

child, enabling them to operate well with our longer-term placements.

1.3 – Description of the Home:

Harmony house will be registering as mixed accommodation for up to two children and young people. We have a reasonably sized living room that is adequately furnished, which is used as a common area for children and young people. Play room where a child to play or interact with another child and a meeting room where a child can meet with other professionals in privacy and a garden.

We have a functional kitchen on the ground floor where we offer support to their physical health through nutrition, enhances their educational development, provides emotional and social benefits and fosters a sense of independence and routine

Location: Harmony house benefits from local amenities like Chartridge Park which is approximately 6 minutes by car, Water Meadow GP surgery and Chartlidge combined school.

1.4 - Cultural, Linguistic and Religious Needs:

The cultural, linguistic, and religious needs of all the children and young people placed in our home will be identified by their key worker or Registered Manager soon as they arrive. These needs will form part of each individual young people's care plan, risk assessment, safety plan and behaviour management plans. They will be actively supported to engage and achieve their desired outcome.

Our children and young people's religious activities and events will be observed and celebrated, they will be supported morally and practically to attend occasions and places of worship.

We actively seek to promote and respect the culture, beliefs, and religions of children and young people from staff and other young people placed in our home. Our referral, admission and recruitment process will promote a multi racial culture within the home where no form of discrimination will be tolerated.

1.5 – Complaints Procedure and Policy:

At Harmony house we recognize that there will be occasions when our young, families, professionals, and stakeholders alike may wish to make a complaint. We welcome and encourage young person and others to voice their dissatisfaction and any concerns that they may have, which we will aim to resolve as fairly and quickly as possible. Our complaints procedure will be provided and explained to the young people on admission and welcome introduction to our home. It is further emphasized during the Placement Agreement Meeting and subsequently through regular key work sessions and house meetings. A copy of our 'Children's Guide', which is given to the children and young people on admission contains further information about who is to be contacted with any concerns or complaints within and outside the organization.

The telephone numbers of agencies such as OFSTED, CHILDLINE, NSPCC and the National Youth Agency Services (NYAS) will be put on display on our home's noticeboards with easy access to the children and young people. Also, the placing Local Authority's complaints procedure will be made available to the children.

1.6 (a) - Who May Make a Complaint: Our complaints procedure is open to all children who reside in our home, their guardian or anyone who has parental responsibility, and or sufficient interest in the welfare of the children. Thus, the following persons have a right to use the complaints procedure:

- A child/young person.
- A child/young people's family (parents, guardian, and sibling).
- A person acting on behalf of a young person.
- A neighbour living in the locality.

1.6 (b) - Our Internal Complaints Process: All our young people will have identified staff allocated to them and the roles and timescales within which complaints are managed. In most cases, matters in disputes or complaints can be resolved internally and informally, without recourse to formal representations and complaints procedure.

Informal complaint: - we aim to have any complaints listened to and resolved as fairly and quickly as possible by a staff member at initial contact.

Stage One: - Where an outcome is deemed unsatisfactory, the registered manager will be

informed by staff and required to step in to resolve the matter. Where the matter or complaint remains unresolved by the intervention of the registered manager, then it proceeded to stage two of the complaints process.

Stage Two: - At the stage, the matter/complaint will need to be investigated further and hopefully resolved through a meeting of key parties, including the young people's Social Worker, responsible individual, and Independent Reviewing Officer. We will aim to have the matter resolved at this stage and provide satisfactory written feedback to the complainant.

Stage Three: - At this stage, the Responsible Individual will need to be notified if the matter remains unresolved. As with above, we will carry out another investigation that will inform a fair resolution of the matter, within one week.

Complaints will be dealt with by the following individuals:

The Registered Manager – Elizabeth Ndegwa

Contact information: 01753537797

Responsible individual: Govindarajen Patten

Contact information: 01753537797

1.6 (c) - Independent of the Organisation, complaints can be made to:

We understand and welcome the occasions when external and or formal means may be required to resolve concerns or complaints, and we have therefore, provided the contact details for Children's Advocacy, the Children's Commissioner and OFSTED in our Children's guide.

To ensure the monitoring of the effectiveness of our complaints process, we keep records and have these reviewed periodically with staff and the children/young people in our care. The Registered Manager is responsible for monitoring the process.

1.7 – Our Home's Child Protection /Behaviour Management Policies and how these can be accessed by a person, body or organisation involved in the care or protection of a child.

We are committed to safeguarding vulnerable children and young people. Therefore,

we have developed comprehensive safeguarding and behaviour management procedures which are available and accessible to all staff at the home. A copy of our safeguarding and behaviour management procedure is kept in both hard and electronic forms and available to our children/young people and partner agencies on request. Request can be put through to:

Email: info@remedysupport.co.uk

All child protection matters can be reported to our Designated Child Protection and Safeguarding Lead, Govindarajen Patten

PART TWO: CHILDREN'S VIEWS, WISHES & FEELINGS:

2.1 – At Harmony house emphasis is placed on empowering and promoting positive engagement/involvement of the young people in our care towards developing their care plan and making informed decisions and choices. Therefore, we take our young person's views, wishes and feelings into account in relation to all matters affecting them. This is not only good practice, but we also genuinely believe that this helps with building trust, confidence, participation, accountability, sense of belonging and fosters positive relationships between the children and their care givers/key workers.

Our children and young people's wishes, views and feelings are encouraged and promoted through keywork sessions, weekly house meetings, care, planning, food planning, statutory social work visits and pre-LAC review meetings etc. This is particularly instructive with children who have been exposed to severe trauma and or may have controlling behaviour. In consulting with the children and young people, our aim is to ensure, amongst other things, that their individual voices or complaints are heard, needs, and wishes met adequately.

We understand that all children and young people are different, and some will only prefer to express their views, wishes and feelings indirectly/anonymously. We will make provisions for this, and children can give their opinions and wishes through written forms or via an advocate, independent visitor, family, Independent Reviewing Officer, and social worker.

We will make a point to be proactive in notifying our children about the local

independent visitor and advocacy services and how these can be accessed utilized to their advantage. We will promote and encourage our children to take active participation in maintaining, personalizing, and keeping their living spacetidy.

2.2 : Our home is opposed to any form of discrimination towards both our children/young people and staff. We work to ensure a high level of service to all our children in a non-discriminatory manner; and we place a high value on individual needs in line with their race, religion, gender, sexual orientation, and culture. All racist, sexist, or discriminatory language or behaviour are frowned upon and challenged as these have potential to cause harm and or create a toxic environment. Specific needs determined by a child's religious, cultural, and sexual orientation station will be assessed as part of their Individual Placement and Care Plan, which staff work collaboratively with the child, their family, and professionals around the child in meeting. Our staff are trained to be competent and adhere to understanding and adequately meeting the individual needs of our children. Our staff treat the children equally and with respect, dignity, and privacy. Our children's individuality, choices and life aspirations are respected by staff and management who adhere to our equal opportunities policy, which is part of their induction.

2.3 We will make conscious efforts to cultivate a culture of respect and dignity by gaining a full understanding of the diverse backgrounds and experience that our children come from, so that every child feels that their unique personality, self- identity, circumstances, and cultural background are respected and not discriminated. We promote mutual respect amongst the children in our care and work hard at fostering a welcoming home for all our children and their families, so that they feel able to build on their strength, pursue and achieve their full promise.

We will ensure that no child experiences any form of oppressive or discriminatory service based on their gender, race, age, culture, religion, disability, or culture by sensitizing our staff to the need to challenge bad behaviour, attitudes, and non-inclusiveness.

The home's manager and staff have a responsibility to monitor the range of children and young people resident in our home in terms of ethnicity, gender, and disability. This ensures that service provision is reaching all and does not create barriers to certain groups.

Our staff work hard to ensure that our children's and young people's rights are upheld

through the promotion and encouragement of regular house meetings around the running of the home. They are also encouraged and provided with the resources to practice and preserve their cultural, racial, religious, and linguistic background irrespective of their ability, sex, or any form of disability.

PART THREE: THE EDUCATION STANDARD:

3.1 Unless parents wish to do so themselves where appropriate, a member of staff will be expected to attend parents' evenings to discuss the progress of each young person with teaching staff and report the progress back to significant others and the young person if he or she were absent from the meeting.

All our children and young people have a **room which contains a desk / table, chair, lamp, and the appropriate setting for private study. In addition, there is a computer in the communal area.**

When children and young people reach school leaving age, staff in the home will work with schools, teachers, and a careers advisor to explore the options for further education, training, and work opportunities.

We understand the need and benefits of collaborative work with the Virtual Schools of our resident and placing authorities in meeting the education needs of Looked After Children. We will aim to build strong links with the allocated social workers, heads of Virtual schools and the Designated Teachers of our children's schools in working to improve the education standard, experience, and outcome for our children. Where children are out of education when they move into our home, we will work to make provision for alternative options, such as on-line education resource or out of school tuition until they resume or enroll into a suitable local or preferred provision of their choice.

In addition to the above, we have made provisions for **reading/computer desks in every room and access to a computer for every child/young person in our care.** We will actively promote and support every child/young person's Personal Education Plan or EHCP, school attendance utilization of community-based resources for training, life skills and better educational outcomes.

Harmony house will not be registered as an education establishment, but the statutory

duty contained under section 22(A) of the Children Act 1989 to promote the educational achievement of Looked After Children is taken seriously. We will aim to ensure every young person in our care has access to education or relevant training that is tailored to their individual needs.

Every young person's education plan will form part of their Care Plan and regularly reviewed through their Personal Education Plans (PEP), Pathway Plans and Child Looked After reviews. The young people in our care will be supported with any challenges faced at school and with homework, if required. We will work collaboratively to come up with strategies to support our young people through any barriers to their education and to minimize fixed term and permanent exclusions. Where exclusions become inevitable or occur, we will endeavor, in conjunction with the placing authority, to put alternative education provision in place for the affected child.

Through our regular 1:1 session, our staff will engage the young people in our care in reflective exercises that explore progress as well as identify barriers which may be hindering the desired outcome for the individual child. Achievements and improvements, however small milestones, will be recognized, rewarded, and celebrated.

PART FOUR: ENJOYMENT AND ACHIEVEMENT:

4.1 – Equally significant to the overall development, need and well-being of every child is the attention paid to their happiness and enjoyment. We put this at the top of our key priorities, because we believe that achievements and enjoyments through leisure activities are opportunities through which children and young people gain and improve self-esteem, confidence, lifelong learning, improved healthy living and sense of self etc.

The children and young people in our care are **provided weekly budgets towards a desired activity of their choice as part of their weekly plan**. Games and books have been made available in the home for the children and young people's entertainment. Extracurricular activities, such as football, music, cinema, swimming, ice skating, bowling, dance, exercise and walks in the park are encouraged. Information on local activities and places of interest is made available on the **children's communal noticeboard**.

More so, we promote the development of independent skills **through our reward**

scheme, where weekly reward targets are set for cleanest bedroom, school attendance, best contribution to the home and best achievement etc.

As with most children and young people who reside at home in the care of their biological families, our children are entitled to holidays and where possible, will be supported to go on holidays at least **once a year**. These will however be risk assessed and agreed with the placing local authority prior to any holiday been agreed and signed off.

PART FIVE: HEALTH AND WELLBEING

5.1 - Details of any healthcare or therapy provided, including—

(a) We have a duty to monitor and promote the health and well-being of the children and young people in our care and we take this seriously. We aim to achieve this by providing an enabling environment, which promotes healthy living, eating and exercise. We understand the importance of good quality sleep to the brain and the emotional and mental well-being of young people in general and we will actively and routinely promote this. Equally significant is our emphasis on maintaining a hygienic and warm and nurturing environment in which the young people can feel free, warm, and loved. As such, we operate a no- smoking policy within the home. Our staff and visitors to the home will not be permitted to smoke when on site and they will have the responsibility of actively encouraging our children and young people to reduce or quit smoking. Where we have instructions from the placing local authority and child's parent or guardian to allow smoking, they will only take place within the designated area, which is outside of the home.

All our young people will be registered to our local Optician, Dental and GP surgeries. The children will be supported with medical appointments and monitored using any prescribed medication. Referrals will be made to specialist services such as CAMHS and Body and Soul, when and if necessary. The Child Looked After Health Reviews and dental check-ups will be completed and supported yearly. Records of LAC Health reviews will be studied and form part of the children's care and health plans. These will be reviewed monthly. The Delegated Authority form will be signed and kept on the file of each individual child.

The home will work with the local substance misuse and sexual health teams to support the young people with their needs in these areas, where and when necessary.

(b) Where any of our young people subscribe to a therapeutic or specialist service, we will request regular review of the effectiveness of the service provided. These will be reviewed and measured by evidence of the impact on the mental and emotional well-being of the child or young person in receipt of the service as well as improvement in behaviour. **We will also use the Strengths and Difficulties Questionnaire (SDQ) to measure and evidence progress and effectiveness of any therapeutic interventions.**

PART SIX: POSITIVE RELATIONSHIPS

6.1 – The arrangements for promoting contact between children and their families and friends:

The importance of having positive relationships for children and young people who have experienced adverse childhood experiences and living away from home cannot be overemphasized. We understand this importance not only in terms of giving these young people a sense of security, self-worth, identity, and love but also in providing meaning to their existence and serving as a protective against poor mental and emotional health. Therefore, unless otherwise stated, we will actively prioritize and promote contact between the children and young people in our care with significant members of their birth families. Staff will be available to facilitate and supervise contact either at home or in the community for approved family friends. We will encourage collaborative work with family members with respect to care planning and decision making. This will hopefully help build trust, respect and cooperation between the staff and the young person on the one hand and with the birth family.

Consultation with the birth family and their support will help with placement stability and overall progress and development of the child.

The young people in our care will also be encouraged to have positive relationships with their peers. Friends will be allowed to visit the young people in the home with records of visitors' names, arrival and departure times duly recorded. Facilities such as a telephone and computer or laptop will be made available for indirect contact, if and where necessary.

PART SEVEN: CHILD PROTECTION POLICY

7.1 - A description of the home's approach to the monitoring and surveillance of children:

All young people have the right to live in a safe and enabling environment and we take this responsibility very seriously. Our home has a detailed safeguarding and child protection policy and procedure, which the management and staff understand and must abide by. **Our Safeguarding Policy and Procedure are in line with the Buckinghamshire local authority Safeguarding Children's Board, Working Together to Safeguard Children guidance the Children's (England) Regulations 2023**, and the Quality Standards. We will ensure every staff member is familiar with the tenets of these documents by insisting they are read, understand, and signed as part of our induction and probationary period of employment. These documents are made available in hard copies within the home and electronically, on request, through the Registered Manager or Responsible Individual.

Harmony house has ring bell camera on the external premises, which will provide 24-hour monitoring of activities around the periphery of the home. The aim is to ensure the safety of our children and staff. Visible signs are placed in strategic locations to inform the children and visitors to the home of the presence of recording devices around the home. When and if this system is in use, concerted effort will be made to guarantee the children's fundamental human rights, privacy, and dignity are recognized.

Consent will be sought from the placing local authority. All our children and young people will be made aware of the devices and explanations given.

7.2 - Details of the home's approach to behavioral support, including information about—

Harmony house is essentially home to young persons who have been exposed to trauma and abusive familial and extra familial experiences that impact their emotional and mental well-being. Our staff are trained and experienced in helping our children understand and navigate their lived experiences. Our management and staff understand that our young people's experiences are sometimes externalized in the form of challenging behaviours that expose them to the risk of harm. Our staff not only understand their role and

responsibility in consistently, fairly, effectively, and safely managing these challenging behaviours so that a nurturing and emotionally containing environment is maintained within the home but in helping our young people gain some understanding of the impact of their behaviour on themselves and on others. Our staff will work with our children and young people to promote a sense of responsibility for their actions, choice, positive self-image, and a sense of pride in their achievement.

Our aim will be to resolve all conflicts amicably and positively without need for physical intervention, which often leads to an escalation in hostilities, injuries, or damage to property. When escalations happen as they sometimes do, we will use de-escalation techniques to resolve the crisis and stop it from escalating further.

Diversionary measures might also be employed in resolving crisis moments with our children and young people. Where necessary, physical intervention may have to be used especially, where it is believed a child, or a member of staff maybe at immediate risk of significant harm. Where this is the case, staff will ensure to use the least force possible and for only short periods of time. Every child/young person in our care will have a behaviour risk assessment and a behaviour support plan, which will likely highlight the most appropriate restrictive physical intervention that may work best for them. This will be recorded in their care plan and reviewed regularly. Whatever measure is applied, our children/young people will be treated with the utmost respect and accorded the least restrictive intervention possible. These measures are in accordance with the Department of Health guidance on permissible forms of control in the knowledge that some young people will comply with reasonable instructions. However, only those staff that have undertaken and completed an approved restraint training course will use physical restraint and only in the most needed circumstance. We will endeavour to have all our staff trained and take updating periodic training on physical restraint. This will be documented on individual staff induction documents and monitored through supervision by the registered manager. All physical interventions will lead to a review of the behaviour risk assessment and new updates and actions clearly stated and shared to relevant parties.

7.3 - Dealing with Bullying:

Bullying of any kind is not condoned at Harmony house. We are always working hard to ensure that our home is a safe and healthy environment for all children and young people. Our Staff receive guidance and training to help increase an understanding of what constitutes bullying and how it impacts on the emotional and mental well-being of children and victims. Our management and staff ensure effective supervision of behaviour within the home and take proactive action to ensure that all children, young people, and staff remain safe from bullying behaviour as well as thrive emotionally and socially within and outside the home.

Our Risk Assessment and Planning ensures that every young person is individually assessed to determine the level or possibility of exposure to being a victim or perpetrator of bullying. This is then outlined in the young people's Placement Agreement Plan with details of the strategies that are adopted to prevent or reduce bullying. Where bullying is alleged or determined to have taken place, it is immediately challenged, reported, recorded, and monitored; with measures put in place to prevent an occurrence. The home has a range of leaflets and literature available, which is aimed at sensitizing our staff and the children/young people to prevent and or stem any such behaviour.

Young people and staff who are victims of abuse within the home are supported, reassured and, where more targeted support is required, referred to specialist services. Our management and staff will work collaboratively with external agencies to deal with and resolve any outstanding matters around the subject.

7.4 – Children and young people missing from care and absences:

As part of their duties and responsibilities, our staff read the "Missing Child" policy for guidance and follow the Local Safeguarding Child Board procedure for unauthorized absences and missing episodes. Staff on duty will immediately inform the senior or on call manager when and if a child goes missing, does not return within their curfew time and or is uncontactable. Staff will continue to attempt to contact the child and young person and encourage them to return home, which will be documented. Depending on presenting circumstances, local searches may be conducted. If the child or young person

remains missing and or uncontactable, staff will notify the placing local authority's EDT, allocated social worker, child's family, and the police. Any alterations to this procedure would be contained and detailed within the child's individual risk assessments.

Upon return from a missing episode, the child/young person will be received warmly and provided with an opportunity to feel welcome and talk about what may have informed the missing episode or absence. Staff will be sensitive to the child's emotional, physical, and mental presentation as discussions take place with the child to explore their understanding of the risks and safety. The police, local authority and the child's family will be notified of the child's return. Staff will arrange a Return Home Interview with the placing local authority's missing person's coordinator or an independent body.

Our "Risk Assessment" will also cover a young person's history of risky behaviours and risk factors that may expose them to significant risk of harm to self and or others. The Risk Assessments and Management Plans, which are regularly reviewed and updated, especially after specific significant events, inform staff training and supervision.

As required by schedule 40 of the Children's Home Regulation 2015, all safeguarding matters are investigated as much as possible and reported to the child's social worker, Police, the Placing Authority Safeguarding Lead and OFSTED.

PART EIGHT: LEADERSHIP, MANAGEMENT AND ORGANISATIONAL STRUCTURE:

8.1 – Harmony house is manned by a team of experienced and diverse personnel who are dedicated to the development of a coherent approach and stability of care provided to the children and young persons.

They are trained and experienced in conflict resolution and mediation to manage disputes or behavioral issues calmly and effectively. They have vast experience working with children from diverse backgrounds, including those with special educational needs or disabilities and demonstrates ability to adapt to different situations and exhibit patience and understanding with children who have varied needs.

Our staff also have skills in arts, crafts, music, or physical activities to create a stimulating environment for children, trained in positive behavior support strategies to encourage appropriate behavior and address challenging behaviors in a constructive way.

They demonstrate empathy and sensitivity to the emotional needs of children, particularly those who are vulnerable. Harmony house is Committed to ongoing professional development through workshops, seminars, and courses related to child development and care.

8.1 (a) The name and work address of the registered provider:

Remedy support and recruitment group ltd

8.1 (b) The Responsible Individual: Govindarajen Patten

8.1 (c) The Registered Manager: Elizabeth Ndegwa

8.1 (D) Details of the experience and qualifications of staff, including any staff commissioned to provide education or health care.

8.2 Our staff are experienced in Communication Skills, they have Proficiency in alternative communication methods like sign language, Picture Exchange Communication System (PECS), or augmentative and alternative communication (AAC) devices.

8.3 Collaborative Skills: Strong skills in collaborating with multidisciplinary teams, including therapists, medical professionals, and families.

Emotional and Social Support Skills: Counseling Skills: Basic counseling skills to support the emotional and psychological wellbeing of children.

Health and Safety Knowledge: Basic medical training, including first aid and knowledge of managing medical conditions relevant to children with complex needs.

Safety Protocols: Understanding of safety protocols specific to children with disabilities or complex medical needs. It's the duty and commitment of Remedy support to upscale our staff's skills and qualifications by

Assessment and Identification of Needs

The management will conduct a thorough assessment of current staff skills and qualifications.

Identify gaps in knowledge and areas requiring improvement based on the specific needs of the children.

Professional Development Programs

Workshops and Seminars: We will organize regular workshops and seminars on topics such as ABA, PBIS, therapeutic techniques, and alternative communication methods and partner with organizations that specialize in training for special needs education to provide tailored professional development programs.

Regular Review and Feedback

Performance Reviews: We conduct regular performance reviews to assess progress and identify further training needs.

We Implement feedback mechanisms where staff can suggest improvements and highlight areas where they need more support.

Supportive Environment

Mental Health Support: At harmony house we provide mental health support and counseling services for staff to help them manage the emotional demands of their work.

Resource Allocation: We ensure adequate resources, including time and financial support, are allocated for staff training and development. This ensures that staff will be better equipped to meet the needs of children with complex needs, ensuring their safety, development, and overall wellbeing. This comprehensive approach fosters a more effective and compassionate environment for both the children and the staff who support them.

All staff are subject to monthly supervision. New employees will be subject to **fortnightly supervision** and required to shadow a more experienced staff members in their three months of employment. All staff will receive yearly appraisals where performance, professional development and training needs are reviewed, and action plans devised.

Our home will be staffed 24 hours of the day by a minimum of 8 staff on duty during the day and 5 during the night shifts to help with the running of the home. The Registered or Deputy Manager will mostly be present during the day and an experienced senior residential support worker during the night. The on-call manager will be available over the phone at night, if required.

No	Role	Qualification	Experience
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1	Registered manager	<p>Level 5 Diploma in Health and Social Care Management and children</p> <p>Mandatory and specialized trainings in health and social care.</p> <p>Bachelor of Education</p>	<p>Managed remedy support for twelve years sending staff to work in children's homes, worked with children in various levels as a special needs teacher and as senior support worker. Experience in designing and implement EHCP, personalized care plans and risk assessment</p>
2	Nominated individual	<p>qualified IQA in Health and Social Care</p> <p>MBA in International Management from Wales University (2012).</p>	<p>Did Quality assurance for care organisation who are committed and willing to achieve high standards of care in compliance with CQC regulations. Delivering NVQ/RQF from level 2 to level 5. Hands team leader working in various children's homes</p>
3	Senior support workers	<p>NVQ Level 3 in health and social care children.</p> <p>Mandatory and specialized training</p>	<p>Helping children develop essential life skills, such as personal hygiene, social skills, and academic support.</p> <p>Team Leadership</p> <p>Crisis Management Responding to and managing crises.</p> <p>Continuous Learning: Engaging in ongoing professional development to stay current with best practices and emerging trends in</p>

			child welfare and support.
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The Registered Manager will be supervised by the Responsible Individual. All staff will be required to complete our mandatory induction training and actively work towards obtaining all relevant qualifications, with particular focus on “Working with children and young people in a residential care setting”. Staff members who do not have the necessary qualifications will be encouraged and supported to sign up after 3 months of employment. Staff will be required to acquaint themselves with the relevant policies and procedures within the period of their induction.

Our staff will be employed on an initial 6-month probationary period, which can be extended up to a further 3 months. Staff under probation will undergo 6- and 12-weeks progress reviews.

STAFF TRAINING AND PROFESSIONAL DEVELOPMENT:

Essential to a competent and skilled workforce is continuous and regular training, which will be given absolute priority. This will ensure our staff remain relevant and current with their skills and knowledge, which will enable them to stay alive to their responsibilities of safeguarding our children/young person and running a welcoming and nurturing home.

PART NINE: CARE PLANNING PROCEDURE.

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

Harmony house is set up to provide nurturing care to young people who through their early childhood lived experiences may present emotional and behavioral challenges and young people who may benefit from therapeutic support. Our home is open to children and young people of both sexes aged between 10 - 17 years of age. Admissions to our home will be planned but we recognize that there may be times when an emergency placement may occur. Our care plans are tailored and specific to each individual child and this starts from the moment a referral is first received.

9.1 (a) Referrals: are considered on their individual merits and planned by the Registered manager. Where a referral is considered a potential match, further vital/necessary information is then requested by the Registered manager or senior staff, which will include such documents as the young person's chronology, current risk assessment EHCP, Personal Education Plan, Care Plan, Child and family assessment, Review Health Assessment, and other expert assessments, if possible. Contact is made with the child/young person's allocated social worker with whom arrangement will be made to visit the home with the child, where possible. The needs of the incoming young person/child and those already at the home will be given the utmost consideration prior admission. On admission, a child/young person's information/welcome booklet is provided, which explains the house rules, complaints procedure, staffing and expectations.

9.2 (b) Admission Criteria: We are careful about the needs of the children we accept in our home. Firstly, all children who are admitted into our home must meet the criteria for admission under The Care Standards Act 2000. Our home mainly provides support to children and young people with emotional and behavioral difficulties issues.

We can offer support to children with Behavioral Difficulties like, Conduct Disorder, Attention-Deficit/Hyperactivity Disorder (ADHD), autism spectrum disorder (ASD) Self-Harm and Suicidal Ideation

Emotional Difficulties like Trauma-Related Issues, anxiety disorders, depression and many others A comprehensive risk assessment will be completed prior to any admissions, in which particular attention will be paid to children and young people with a history of self-harm, arson, aggressive behaviours, drug use, child criminal and sexual exploitation. We consider whether we can provide services and care to meet each individual child/young person's needs. Consideration is also given to whether a new placement will have a positive or negative impact on the children/young people already in the home and the neighbours. Ideally, all children on admission should be between the ages of 10 – 17 and have an allocated social worker and be a child looked after by the placing authority. Where our assessment determines that additional support will be required due to the needs of a young person, this is discussed and negotiated with the placing local authority at any given point of time.

9.3 (c) Emergency Placements: As much as we plan in life, there comes a time when an emergency occurs. Therefore, we are open to offering short, holding and

emergency placements where and when appropriate. Such referrals will normally lead to an admission within a 24 – 48hour period between referral and move in. As much information as possible will be sought from the allocated social worker and placing authority on the child and reasons for referral by the home’s manager or senior staff member prior to admission. All placements will however consider whether the home is best placed to meet the children’s needs as well as assess the possible impact on the well- being and welfare of all the young people already living in the home through effective matching as far as reasonably possible. Provision will be made around extra staffing when referrals are given favorable consideration on short notice. Any such emergency placements will be supported by an accompanying social worker from the placing local authority. A Placement Agreement Meeting will be requested and if possible, held within **5 days** of the child being accommodated. Information collected during this meeting will feed into the child’s risk assessment and care plan. A Review Meeting may be arranged to take place **within 28 days** of the placement, then 3 months, 6 months and, during every Looked After Child Review process (6 monthly).

PART TEN- FIRE SAFETY

10.1 - Fire Alarm System

Our home has a sophisticated fire alarm system, which will sound off in the event of a fire. The Registered Manager or senior staff will lead the evacuation procedure to the designated area. All staff members will be trained in the use of fire-fighting appliances within the home, where possible. The fire brigade will be notified immediately, and the accounts of the children, visitors and staff taken. All fire incidents will be fully documented and filed.

10.2 - Fire safety checks

- We carry out weekly fire safety checks, which are recorded in the fire logbook.
- Fire alarm call points are tested weekly at different call points as detailed in fire log.
- Smoke/Heat detectors are tested at different locations as detailed in fire log.

- Fire log is updated with dates and details of fire drills.
- The home is fitted with fire doors, which work perfectly.
- We prohibit the wedging opening of fire doors.
- The home is equipped with fire-fighting equipment and stored safely.
- Our fire alarm system is in good condition and serviced regularly.

PART ELEVEN - TRANSITION TO LEAVING CARE

11.1 Pathway to leaving care.

Besides providing a safe home and environment for every child and young person who is placed in our care, our other goal is to equip them with the skills and confidence required for semi-independent living they leave our home. Our staff will pro-actively work with the placing local authority and involved professionals to assess and devise a comprehensive pathway plan that is tailored to an individual child's needs. Assessments of the young person's needs, and pathway plan will cover such essential topics as finances, welfare benefits, debts, savings, education, training, employment, health, accommodation, rent, bills, relationships, mental health, leisure activities and self-care skills. A copy of the plan will be provided to the child.

Early and comprehensive consultation will take place with the child and significant adults connected to him, considering their religious, cultural, and racial background.

Our staff will actively liaise with the semi-independent provider the young person is supported to identify as his choice of next home to ensure that the resources and experience required to meet the young person's needs are present. We will ensure that there are genuine opportunities to develop such useful and practical skills as budgeting, cooking, personal hygiene, self-care, and shopping.