



C H E R R Y

• B L O S S O M •

# Statement of Purpose

All staff working at the home will be made aware of the contents of the Statement of Purpose and a copy must be easily accessible. The registered person formally approves the Statement of Purpose of the home, and reviews, updates and modifies it where necessary, at least annually.

Any proposed significant changes or modifications are to be notified to OFSTED before implementation.



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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

**In essence:**

This is a critically important document for **Cherry Blossom**, but more importantly for the young people who use our service, their families and local authority.

It is the primary foundation for the service that we provide at Cherry Blossom and how we deliver the service.

It is the practice and management template that we aim to be adhered to and be measured by.

It is a statement of how Cherry Blossom will aim to ensure that we put Children's Rights to the forefront of what we do.

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



# Quality and Purpose of Care

**Cherry Blossom** is an EBD and crisis home with a therapeutic approach. The home is registered and set up to provide specialist input for up to two young people of both sexes aged 10 to 18 years old. In exceptional circumstances a young person who is younger than 10 years old, may be accommodated in the home, but reasons for this will be clearly communicated with the relevant people, and appropriate impact risk assessments carried out. Our homes ethos is based on attachment theory, and we work with this model through therapeutic interventions to rebuild the bonds of attachment.

Each young person will be encouraged and supported to work towards their independence during their placement. Each young person will have their own Risk Assessments, Individual Placement Plan and Positive Behaviour Support Plan, which will be regularly reviewed as a team and with other professionals and any updates shared.

The young people at Cherry Blossom may have experienced a level of trauma and present with emotional and behavioural difficulties. They may be involved in gangs, criminality, be at risk of exploitation and or be a risk to both themselves and others. Young people admitted to the home are likely to have experienced multiple placement breakdowns in both fostering and residential settings, and the only viable alternative options for the Local Authority would either be solo placements or a secure setting.

Our service can also offer respite and emergency placements which can help to break the cycle of behaviour whilst undertaking base line assessments to support the placing authorities in making an informed decision regarding the step-down future placement for the young person.



# **Aims and Objectives of the home**

Our aims and purpose at **Cherry Blossom** are to provide a therapeutic, safe, holistic and nurturing environment with a high standard of accommodation. Individualised therapeutic interventions and care are progressively assessed for each young person. We will put in a framework of promoting children's wellbeing, health (both physical and mental) and empowering them to achieve the best they can in life.

Specifically, we at Cherry Blossom aim to primarily promote and advance children's rights to:

- Provide a therapeutic, safe, stable, caring and social environment.
- Provide a therapeutic community, where both staff and young people's mental health and emotional processing is the main focus and ethos.
- Progressively work with each young person to implement the objectives of their individual Placement Plan and the Placing Authority Care Plan.
- Safeguard and promote the young people's physical, mental, emotional welfare and development by good operational principles and standards of practice and care.
- Provide a flexible service, balancing individual needs and communal responsibilities.
- Ensure that the young people have access to education appropriate to their age and ability and within a reasonable distance to the home, or it is deemed more suitable for onsite education.
- Ensure each young person is engaging with therapy, therapeutic interventions will underpin the homes ethos and a therapy programme will be bespoke to each young person's needs, group therapy will also involve staff and young people.
- Ensure that a positive and proactive approach is taken with regards to health needs.
- Ensure that there is a range of social and leisure interests available and young people are encouraged and supported to participate.
- Support the development and enhancement of daily living skills, a cohesive home environment and social responsibility.
- Ensure contact with family in accordance with the Care Plan.
- Ensure that the young person is treated as an individual by participating in the planning process as much as possible. Their Wishes and feelings will be acted upon as far as is practical.
- Allow the young person representation and the right to complain
- Be attentive to individual needs in terms of age, gender, race, sexuality and disability, and meet specific cultural / religious needs.
- Provide a young person's advocate for them to have an independent person to be their voice or provide a place to talk.
- Keep abreast of the development of behaviour and anything relevant to the care needs of the young people, and up skill the staff where needed.
- Comply with relevant legislation and policies of individual placing authorities.
- Undertake an on-going training and development programmes for staff, and provide guidance to young people, intended to maximise the understanding and development for each.
- Provide the opportunity for each young person to experience stability, a sense of belonging, identity and self-worth and help prepare them for independent living.

## The home is committed to Person-Centred Planning as follows:

- a)** Working with each young person, his/her placement authority, social workers, parents, (as appropriate) and all others associated with his/her care towards identifying, implementing and reviewing a plan of care which is individual and specific to the young person, and which adequately reflects his/her needs at any one time.
- b)** Look after each young person, and ensure that they enjoy a safe, warm, caring and loving environment which will nurture their education, stimulate their development and encourage their general well-being.
- c)** Always look ahead, towards the young person's future needs, in order to prepare the young person as they grow and develop into young adults and for the time when they must leave the home and live independently or in similar settings where their needs can be met as an adult.
- d)** Provide leisure, fun, encouragement, opportunity and support for each child or young person with a view to each young person fulfilling their potential and personal goals.
- e)** Listen to all of the young people residing in the home, so that each of their views can be taken into account and they know that staff are open to hearing about their emotions, feelings, past experiences and can try to help them to make sense of them.
- f)** Through regular meetings and discussions, involve each young person in their care planning and changes in the home in order that they can make a positive contribution and understand the homes rules, and contribute to their development and the development of the home.
- g)** Use communication methods best understood by each young person and adapted to their needs or preferences.

## Ethos and Philosophy.

Staff at **Cherry Blossom** passionately care for and promote the wellbeing of our young people placed there. They encourage personal growth through positive role modelling and appropriate parenting, coupled with therapeutic interventions. To facilitate the young person's move towards a positive future, while strengthening their self-esteem. This will be achieved by constantly monitoring the views of the young people placed at Cherry Blossom.

There is a continuous process to evaluate the impact of care through supervision, staff meetings, key worker sessions and young people's meetings. We have an Independent Person assess the home every month, the management team regularly review the Quality of Care as well as informal meetings and updates to families and significant others, social workers and the Independent Reviewing Officers (IROs). Each young person for whom care is provided is respected and valued as an individual. Care approach and planning is individually tailored to address the specific and changing needs of the individual.

We work in partnership with others to meet the needs of young people- psychological, emotional, health and all care needs.

The philosophy of care at Cherry Blossom is based on guidance laid out in the Children Act 2004.

We believe that each young person in our care has the fundamental right to:

- Be regarded to as an individual and given our special attention.
- Be cared for by people who are capable of understanding and meeting their needs.
- Have fun.
- Be treated equally, and no less favourably than others.
- Receive respect / support and understanding regarding their cultural, religious and spiritual beliefs.
- Receive an education plan which enhances their life prospects in every respect.
- Receive prompt attention in relation to their entire healthcare needs.
- Receive therapeutic interventions and a therapy programme for emotional support and to help with both emotional and mental health issues.
- Be safe, feel loved and always know that someone cares.
- Be informed about all important decisions that affect them, and to have a say.
- Be afforded privacy for themselves and their belongings.
- Be encouraged to think independently and make their own choices.
- Free to complain about anything they feel is unfair or unjust, and to have that complaint listened and responded to.
- Supported to develop and nurture lasting friendships and contacts within and outside the home.



# Accommodation and Facilities

## Cherry Blossom can offer accommodation for up to two young people aged 10-18 years.

Cherry Blossom is a two-storey home set back off the main road. The ground floor is fully accessible for the young people to use, aside from the office. The house has been adapted to meet the needs of the young people we care for; rooms are well proportioned (bedrooms are over 9m<sup>2</sup>) following specific health and safety guidelines and regulations. The communal rooms include the kitchen, bathrooms, living room, and dining room. Each young person will have their own fully furnished bedroom. Consideration will be given to the flat roofs that young people could climb.



# Internal

Entrance Hall  
Office / staff room  
Dining room  
Lounge  
Kitchen  
Laundry and shower room  
2 young people's bedrooms  
Main bathroom  
Conservatory

The front and back gardens are landscaped with paths, hedges and lawns. We have seating and garden games. The garden is fenced and has an entrance gate with intercom. We have 4 external CCTV cameras to view the home and entrances to provide additional security.

In the back garden we have a therapy / learning/ chill room, this was a purposely renovated garage to provide an additional room. This will also be used for meetings including staff supervisions if necessary.

There is private parking at the front of the home.

Cherry Blossom has developed good links with the Local Community Support Officers as well as Hampshire Police CSE and Missing Persons Team.

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Cherry Blossom promotes a home from home ethos and incorporates all of the homely features that would be found in any family home. We provide spacious single occupancy bedrooms that can be personalised to meet individual requirements. There is a separate downstairs toilet which is for staff and visitors use.

The living areas are modern and comfortable; the lounge has a smart television. The dining room has a family sized table, is accessible all day and evening for young people and staff to interact with each other and play games and eat meals together.

A telephone is available for young people to maintain contact with their family, friends, and social worker and legitimate contacts. This enables a level of direct but managed access.

There is a weekly budget for activities, clothing, pocket money and personal needs. Young people are encouraged to develop their social care skills and take part in independence training for which there will be a multilevel awards scheme in place. They are expected to be involved in all routine domestic tasks in the home as well as the preparation of meals according to their ages and abilities. When appropriate they will take part in shopping for their own meals and learn about food preparation, food hygiene and budgeting.

All staff involved in food preparation have completed a Food Hygiene course. On admission of a young person a list of known allergies will be obtained to ensure their safety.

### **Location**

Cherry Blossom is located on the outskirts of Farnham. There is good access to local activities, clubs, leisure facilities, local shops, transport links and health providers.



# Therapeutic approach

Cherry Blossom prides itself on being an integrative therapeutic home, the home was created and set up by a Child Psychotherapist who had worked for many years previously, as a therapist for looked after children. It was her passion to help children and young people to help process their emotions in order to reach their full potential, which then led to the opening of the company's first home. Cherry Blossom is now the second registered home for the company. The therapy will be based on the young person's needs. 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.

We work predominantly with attachment and building a healthy attachment pattern for each young person; once this is formed there are some very positive changes, and we can try to undo some of the unhealthy patterns of behaviour.

Our approach aims to help professionals working together to:

- Ensure the young person has the best possible relationship with the support workers who have a parenting role through day-to-day care.
- Help the young people to develop as much attachment security as is possible through consistent and attuned support and parenting, having a safe place to live in a home that is as permanent as possible.
- Enable whoever is in the most permanent, safest, consistent and attuned primary parenting role with the young person, understand them in the context of their history and experiences.
- Help those who are involved in parenting the young people to develop the most effective ways of helping and supporting the young person, to manage behaviours that are concerning to them and to others.
- Be proactive the networks around them, in suggesting and promoting the most effective supports and interventions to be in place for the young person and primary caregivers, such as educational, social, practical as well as therapeutic.
- Help all professionals working with the young person to ensure that their behaviour is understood, and that the young person feels as safe as is possible at home, in school, and in social activities.

We use attachment theory to work with young people who have experienced the trauma of these early disruptions. Using principles of Playfulness, Acceptance, Curiosity and Empathy helps the primary carers of the young person understand the meaning of their behaviour and stay calm and emotionally regulated as they talk with their young person, even at very difficult times. This, in turn, helps the young person calm and helps the primary carers remain emotionally available to the young person.

All staff will be trained in attachment theory and have continued training on therapeutic interventions, we have a monthly training session compulsory for all staff, and these are all focused on working therapeutically with our young people. On top of this, the staff receive group clinical supervision with a clinical psychologist, who helps to process the staff's emotions around the work and look after their emotional well-being. The staff are also offered 1:1 sessions with a therapist; we are fully aware to be able to work therapeutically with young people, our staff need to have the resilience and right support to be fully present for the young people. Cherry Blossom believes that maintaining the wellbeing of staff and working on building a supportive, inclusive and well-informed team will impact positively on the young people in our care.



**Cultural,  
Linguistic and  
religious**

Cherry Blossom is committed to equality, diversity and young people's rights. At all times the young people are treated with dignity and respect.

Staff demonstrate principles of dignity and respect throughout their professional relationships, thus offering good role models for the young people in their care. Staff are made aware that certain practices or sanctions can be seen as deprivation of liberty, therefore a lot of thought must go into how we work with the young people. Staff aim to mitigate and repair the effects of stereotyping and discrimination on the grounds of ethnicity, age, gender and sexual orientation. Staff are proactive in ensuring that both they and the young people are always treated fairly.

Young people who wish to practice their religion will be given every possible help and facility to do so. In particular:

- We will arrange transport for young people to any local place of worship if required.
- if asked we will make contact with any local place of worship on a young person's' behalf. We can usually arrange for a minister or a member of the relevant congregation to visit a young person who would like this.

Young people from different cultures are positively encouraged to retain their own identify and attention is given to clothing, health care and dietary needs etc. Young people with linguistic needs will be supported by the home through staff learning simple phrases, through the employment of someone with the required learning skills, through PECS (picture exchange communication system) cards in the relevant language and through local support groups. Young people with linguistic needs may be referred for speech therapy.

Cherry Blossom has a diverse group of staff and through their expertise and knowledge coupled with a robust training program, we can support the young people in our care.



# Complaints and Representations Arrangements

- On admission to the home, the young people and their families, significant others, and independent visitors, are provided with information on how to complain. Information is available on how an advocate can be accessed and young people are supported to action this.
- The young person or their representative can complain if they are unhappy with any aspect of living in the home to Camilla McInnes or Natasha Compton. Any complaint is addressed seriously and without delay, and a complaint will be fully responded to within a maximum of 28 days.

Young People are kept informed of the progress and offered support as required. Where necessary, a suitably skilled advocate will be sought to provide assistance in making a complaint where the young person has communication impairment or other specific needs which require specialist involvement. The home's complaints procedure enables young people, staff, family members and others involved with the young people in the home, to make both minor and major complaints. Any complaint will be addressed without delay and the complainant kept informed of progress. Such complaints will be treated in the strictest confidence and with unconditional positive regard.

Complaints forms can be found in the young person's information file in the conservatory, staff office and on our website.

A copy of the complaints policy is available to all on request. All complaints are dealt with informally if possible, although a formal resolution/investigation may be necessary in some cases. All complaints are recorded. You may also at any time

**Contact:**

Ofsted  
 Telephone: 0300 123 1231  
 Email: [enquiries@ofsted.gov.uk](mailto:enquiries@ofsted.gov.uk)

The Children's Commissioner  
 02077838330 or 0800528073

NSPCC 0800 1111  
 NYAS 0808 808 1001

**Ofsted is an independent regulatory body that can investigate any issues regarding Cherry Blossom.**

Cherry Blossom Policies and Procedures, has detailed responses for staff in relation to safeguarding issues. The named person responsible for Safeguarding at Cherry Blossom are Natasha Compton, Manager or Camilla McInnes, Responsible Individual. They are the Designated Safeguarding Leads within Cherry Blossom and have the lead responsibility for child protection matters.

## Views, Wishes and Feelings

At Cherry Blossom we believe that the young people should be encouraged and supported to make decisions about their lives and to influence the way the home is run. No young person is assumed to be unable to communicate his or her views. Therefore, the young person's opinions, and those of their families or significant others are sought. Similarly, each young person is appointed a key work team who will act as an advocate and provide input over key decisions, which are likely to affect the daily life and future of the young people.

- Young people attend weekly house meetings, staff will take minutes, but the young people are encouraged to take the lead in setting the agenda.
- Young people will be advised of their right to comment, compliment and / or complain.
- Every young person accommodated at Cherry Blossom will have access to the Independent Visitor each month, where they can comment about their involvement in the home's operation.
- Young people will have their right to make any representation they wish about the home's operation via their Review, Local Authority Care plan and Individual Placement Plan.

## Quality Control

- In addition to monitoring and inspection from statutory bodies, Cherry Blossom has a culture of involving young people, their families and significant others as well as placing authorities to have a say in the improvement of the home through regular surveys by questionnaires.
- The home facilitates a formal Inspection each month from an independent person, this is in line with Regulation 44 of The Children's Homes Regulations. In addition to spending time with young people, staff and management, a comprehensive checklist enables a thorough insight of how the home is functioning, an action log for improvement or development is provided together with details of timescales for action required and who is responsible for this. The Registered Manager also completes a review of the quality of care provided for children ( a quality of care review ) at least once every 6 months and submits the report to Ofsted in line with The Children's Homes Regulations and Quality Standards. During this process the manager or responsible individual consults with families, social workers and speaks with the individual young people.

## Anti-Discriminatory and Children's Rights Arrangements

Cherry Blossom promotes care practices in a non-discriminatory way where all people are valued as individuals regardless of disability, race, gender, colour, sexuality or religious beliefs. We will provide a culturally sensitive service and ensure that all young people, staff and others receive equal access to services and equal access within them.

Cherry Blossom treats all Children, Young People and stakeholders in a fair and respectful manner, and this is positively challenged and discussed within supervision, team meetings and young person's meetings. We uphold the Principles of Care, for promoting anti-discriminatory practice, and promotion of children's rights, respect and dignity as follows:

In practice we promote the above by:

- Safer recruitment
- Equal Opportunities
- Safe living environments
- Complying with Children's Home Regulations 2015
- Complying with the Children's Homes Quality Standards
- Providing Children with information about their rights and advancing Children's Rights
- Providing children with access to external bodies i.e., Childline, Ofsted, independent advocate etc.
- Responding positively and thoroughly to any complaints and representations they may make ensuring no one suffers reprisals.
- Responding positively to any staff concerns about any practice concerning the service to children we accommodate
- Enforcing our Disciplinary Procedure
- Advising the child's placing authority of any matters that affect the child's welfares, including staff concerns child complaints and individual staff disciplinary matters
- Working to improve outcomes for children
- Actively listening to children
- Therapy and therapeutic interventions, in a child centred approach
- Providing positive care, accommodation, food, education, leisure opportunities etc. Staff at Cherry Blossom are required to promote good practice with regard to Children's Rights.
- Progressive and appropriate staff training, supervisions and appraisals

The young people are encouraged and supported to understand their rights and to be well informed about ways to challenge discrimination. All young people will be supported to understand their rights and to use these in a positive manner that is beneficial to their wellbeing. All children and their families will have full access to the Responsible Individual, Registered Manager, Deputy Managers, Key workers, and senior staff team; Cherry Blossom has a Children's Guide in place, which is given to them on admission. This document outlines the home, rules, important contacts and their rights/ entitlements.

## Restriction of Liberty:

By the very nature of our work at Cherry Blossom in providing a service to young people with Emotional and Behavioural difficulties we may on occasion adopt practice that could constitute a restriction of liberty (The Law Society) such as the physical intervention of young people and increased monitoring and supervision that would be normal and good practice in a range of circumstances.

The best interests of young people are best protected by open, transparent and honest practice, therefore individual practice with young people will be undertaken in consultation with placing authorities and, where appropriate with young people and their families. All interventions with young people that may constitute restriction of liberty will be subject to regular review and consultation.

## Education

In the local area there are Ofsted rated Outstanding schools located in or near Farnham for young people with learning difficulties or additional needs. However, some young people will be able to continue in the current school if the journey is suitable. At our larger residential home there is our school that could be considered to provide education to young people at Cherry Blossom.

**We aim to support each young person's education and offer the following facilities and services:**

- A desk in each bedroom where homework can be undertaken without distractions.
- A computer with word-processing and printing software.
- Internet access, with safety measures in place.

We endeavour to arrange an educational provision prior to the placement for the young person.

In addition

- Each young person's key worker is given the responsibility of discussing their schooling and education on a regular 1:1 basis. These discussions will be wide ranging, covering topics such as enjoyment, problems, concerns, bullying, examination planning, attainments, school reports etc.
- The keyworker will work with the child and social services in implementing and reviewing the child's educational plan.

One of the central elements of the home's ethos and philosophy is the desire to ensure that each young person receives an education which enhances their life prospects in every respect.

### **The home will endeavour to achieve this by:**

- Understanding and contributing to the creation, maintenance, review and achievement of the children's' Personal Education Plan.
- Promoting education and learning as life-long experiences.
- Identifying local schools and colleges appropriate for each child and their age, ability, or providing this on site.
- Encouraging young people to participate in extra-curricular activities at school, and assisting with transport etc.
- Creating an environment within the home which is conducive to education and learning.
- Rewarding achievement and success.
- Monitoring each child's progress.
- Attending School open days and parents' evenings, as necessary.
- Initiating in-home education and learning such as personal health, housekeeping budgeting, basic cooking skills, etc.

### **Enjoyment and Achievement**

The daily living experience of the young person will be structured and varied providing stimulating opportunities for social, intellectual, vocational and personal enrichment. They will be encouraged to utilise local community services. The level of supervision required would be subject to on-going assessment of risk and consultation. Emphasis is placed upon maintaining a normalised experience. The young person will be encouraged to invest in their living environment, personalising aspects of it and contributing towards its maintenance.

Young people are encouraged and supported to work towards and maintain free time within the structure of the day. Individual activity plans reflect the needs and choices of the young people incorporating periods when they are encouraged to pursue their own interests.

The young people at the home are encouraged and given opportunities to take part in a range of activities both in and out of the house. Birthdays, name days, cultural and religious festivals will be celebrated where appropriate. Staff actively encourage family involvement if possible. The young person, where able, is encouraged to participate with staff in planning these events. Young people will be able to pursue their particular interests, develop confidence in their skills, and continually add new activities and experiences to their programme. An activity budget is provided to ensure adequate funds.

Activities will take into account the safety of children. All activities will be risk assessed, recorded, and evaluated, and amended or discontinued as required.

Persons holding the relevant qualification to supervise children's involvement in the activity concerned will supervise any high-risk activity provided or arranged for the young people.



The home provides a range of leisure activities, garden facilities, social and environmental activities. The Home also provides activities which are suitable for and appropriate to the young people we have in our care.

The home will arrange trips, activities and events within the community on a regular basis.

The home will have contacts with a variety of local clubs and associations, if any child or young person in the home wishes to pursue a special interest then we will always try to locate a suitable local club or society and enable introductions to be made.

## Health

The physical and mental health of the young person will be of paramount importance. We actively promote a healthy lifestyle, which is applied to planning diets, exercise and relaxation.

The home seeks to ensure that all young people live in a healthy environment and their health needs are identified. The management will be responsible for monitoring and will seek to ensure that specific needs are taken into account and actively pursued.

On admission to Cherry Blossom the staff will arrange for the young person to be registered at the local GP, Dentist and Opticians. Depending on the location of any child/young person's current health professionals and in accordance to their wishes and those of their families, children and young people may maintain their existing Doctors, Dentist, and Opticians etc.

The young person will be provided with guidance, advice and support on health issues appropriate to their needs and wishes. Services will be provided to meet all health needs from within the local community. Each young person's health needs are part of their Individual Placement Plan.

Cherry Blossom does not employ health staff however, as previously mentioned young people will be registered at the local Doctors Surgery. As and when a young person feels unwell, or staff suspect an illness then the surgery will be contacted immediately for an appointment (where possible for that day) or they will dial NHS Direct on 111 for advice on what to do. Staff will support the young person with any appointments where necessary and appropriate.

A written record will document all illness, ailment, accidents or injury, to the young people during their placement at the home. Young people with particular health needs or disability will be provided with appropriate support and help. Management at the home will ensure that any support or treatment required or included in the young person's individual placement plan, is implemented, recorded, and monitored. Relevant parties will be regularly updated with this information as required, and advice sought as necessary. Significant events will be forwarded to social services at the earliest opportunity.

Children and young people's rooms can be searched if there is a suspicion that any illegal substance is being kept there. Should a young person persist with substance abuse and not respond to treatment, advice or therapy, the company would have to strongly consider moving or relocating those concerned in order to minimize the influence to other children and young people. In addition,

### Cherry Blossom aims at:

- Ensuring that all medicines brought into the home are properly recorded and their administration is supervised in accordance with the home's policy and procedure regarding the administration of medicines.
- Being alert to the young people's needs at all times and obtaining medical (or other) support as needed.
- Promoting in house programmes designed to provide basic education and advice regarding general health and wellbeing.
- Educating children on the harmful effects of illegal or banned substances, such as drugs, solvents, cigarettes etc.
- Working with Doctors, Dentists and other Practitioners etc. in dealing with the identified healthcare needs/programmes for each child.

### Positive Relationships

In line with established best practice, the home is totally committed to ensuring that children maintain important contacts in their lives. Established contacts are recorded and detailed in the young person's Individual Placement Plan and will be reviewed as necessary. Where contacts are made they are evaluated and where planned contacts are not made then the reasons for this are followed up with each child. All children are encouraged to make new friends and contacts whilst in the home and have key work sessions around healthy relationships

### Protection of Children

Cherry Blossom Policies and Procedures are in line with the Hampshire Safeguarding Children Partnership (HSCP). The HSCP is a statutory body that leads on keeping children safe and ensuring their wellbeing in the local authority area of Hampshire. The Partnership includes local agencies who work together to make sure that child protection services in Hampshire are effective and keep our children safe. The named people responsible for Safeguarding at Cherry Blossom are Natasha Compton, the home's Manager and Camilla McInnes, Responsible Individual. They are Designated Safeguarding Leads within Cherry Blossom and have the lead responsibility for child protection matters. The home is committed to ensuring the safety and protection of all children who live at Cherry Blossom.

- We provide adequate and appropriate staffing resources to meet the needs of children; this can be lone working 1:1 or 2:1 depending on the level of identified risks.
- Applicants for posts within the home are clearly informed that the positions are exempt from the Rehabilitation of Offenders Act 1974.
- Candidates are informed of the need to carry out 'enhanced disclosure' checks with the Disclosure and Barring Service (DBS) before posts can be confirmed.
- We have a robust induction process followed by shadow shifts and a probationary period to ensure staff reach the expectations of Cherry Blossom when supporting our children and young people.
- Where applications are rejected because of information that has been disclosed, applicants have the right to know and to challenge incorrect information.

- We abide by Ofsted requirements in respect of references and Disclosure and Barring Service checks for staff and volunteers, to ensure that no disqualified person or unsuitable person works at the setting or has access to the children.
- We abide by the Safeguarding of Vulnerable Groups Act requirements in respect of any person who is dismissed from our employment, or resigns in circumstances that would otherwise have led to dismissal for reasons of child protection concern.
- We have procedures for recording the details of visitors to the home. We take security steps to ensure that we have control over who comes into the home so that no unauthorised person has unsupervised access to the children.

Our Safeguarding policy underlines our commitment to inter-agency working. All concerns of a Safeguarding nature will be referred by the registered Manager/ responsible individual to the Local Authorities Children and Young People's Services Initial Contact Centre. Our safeguarding policy is available on request.

In any circumstances where safeguarding procedures are undertaken, the young person's Local Authority and parents (where relevant) will be kept closely involved and informed as required by Working Together to Safeguard Children 2020.

All staff receive Safeguarding training and are clear about their role and responsibility in relation to protecting children, identifying signs that a child is at risk of harm and the process of recording and reporting safeguarding concerns.

### **Responding to suspicions of abuse**

- We acknowledge that abuse of children can take different forms - physical, emotional, and sexual, as well as neglect.
- When children are suffering from physical, sexual or emotional abuse, or may be experiencing neglect, this may be demonstrated through the things they say (direct or indirect disclosure) or through changes in their appearance, their behaviour, or their play.
- Where such evidence is apparent, staff make a dated record of the details of the concern and discuss what to do with the manager who is the 'designated person'. The information is stored on the child's personal file.
- We refer concerns to the local authority children's social care department and co-operate fully in any subsequent investigation. In some cases this may mean the police or another agency identified by the Local Safeguarding Children's Board.
- We take care not to influence the outcome either through the way we speak to children or by asking questions of children.
- We use the detailed procedures and reporting format contained within the Recognition and Referral of Possible Abuse booklet.

## Recording suspicions of abuse and disclosures

- Where a child makes comments to a member of staff that gives cause for concern (disclosure), observes signs or signals that gives cause for concern, such as significant changes in behaviour; deterioration in general well-being; unexplained bruising, marks or signs of possible abuse or neglect that member of staff:
- listens to the child, offers reassurance and gives assurance that she or he will take action.
- does not question the child.
- makes a written record that forms an objective record of the observation or disclosure that includes:
  - the date and time of the observation or the disclosure.
  - the exact words spoken by the child as far as possible.
  - the name of the person to whom the concern was reported, with date and time; and the names of any other person present at the time.
- These records kept in the child's personal file which is kept securely and confidentially in a safeguard report on Clear Care.

## Making a referral to the local authority social care team

- We will contact the placing authorities social care team or Hampshire's safeguarding team.

The Children and Young People Initial Contact Team number is 01962 876364.

## Informing parents

- The social worker would usually be the first point of contact and they will inform parents, where appropriate.
- If a suspicion of abuse is recorded; parents are informed at the same time as the report is made, except where the guidance of the Local Safeguarding Children Board does not allow this.
- This will usually be the case where the parent is the likely abuser. In these cases, the investigating officers will inform parents.
- Parents' permission or key workers permission is required before their children are interviewed and parents are fully informed of the outcome of any investigation.
- Parents are assured that the home places paramount importance on the welfare of the child and that in the event of any allegation/concerns any action necessary to ensure the protection and the safety of the child will be taken.

## Allegations against staff

- We follow the guidance of Hampshire's Safeguarding Children Board when responding to any complaint that a member of staff has harmed a child to the Designated Office.
- We respond to any disclosure by children or staff that abuse by a member of staff within the home may have taken, or is taking place, by first recording the details of any such alleged incident.
- We refer any such complaint immediately to LADO. We also report any such alleged incident to Ofsted and what measures we have taken.
- We co-operate entirely with any investigation carried out by children's social care in conjunction with the police.
- Where the management team and children's social care agree it is appropriate in the circumstances, the manager will suspend the member of staff on full pay for the duration of the investigation. This is not an indication of admission that the alleged incident has taken place but is to protect the staff as well as children and families throughout the process.

## Disciplinary action

- Where a member of staff is dismissed from the home because of misconduct relating to a child, we notify Digital Barring Service so that the name may be included on the Protection of Children and Vulnerable Adults Barred List.

## Training

- We provide compulsory training for all staff involved in the home to ensure that they are able to recognise the signs and signals of possible physical abuse, emotional abuse, sexual abuse and neglect, exploitation and trafficking and that they are aware of the local authority guidelines for making referrals.
- We ensure that all staff know the procedures for reporting and recording their concerns in the home.

## Confidentiality

- All suspicions and investigations are kept confidential and shared only with those who need to know.

## Support to families

- We believe in building trusting and supportive relationships with families, and staff in the home.
- We make clear to parents our role and responsibilities in relation to child protection, such as for the reporting of concerns, providing information, monitoring of the child, and liaising at all times with the local children's social care team.
- We will continue to welcome the child and the family whilst investigations are being made in relation to any alleged abuse.
- We follow the Child Protection Plan as set by the child's social care worker in relation to the setting's designated role and tasks in supporting that child and their family, subsequent to any investigation.



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## Managing Risk

The level of risk and vulnerability to risk taking behaviours is individually assessed prior to admission, during the course of the referral process. In conjunction with referring professionals we consider seriously our ability to protect young people and to support young people to understand and manage risk. Detailed, individualised impact risk assessments and behaviour management plans are developed with reference to relevant care, health and education plans and assessments, an assessment of the young person's past experience and present functioning.

Each young persons individualised risk assessment and behaviour management plan incorporates all safeguarding concerns. Risk assessments and behaviour management form part of the young person's Individual Placement Plan. These plans are reviewed at regular monthly intervals or immediately if the need arises.

Staff support young people to understand and manage risk taking behaviours in order that they learn to keep themselves safe. Decisions about significant changes to a young person's risk assessment are taken in conjunction with the young person's placing authority.

## Preventing Bullying

Cherry Blossom does not tolerate bullying and is committed to developing and maintaining a culture in which all individuals are supported in recognising, understanding and confronting bullying. We strive to create and maintain an environment where young people are treated with dignity and respect at all times. Young people are supported in managing peer relationships and understanding their own potential to become a bully or to be a victim of bullying. Young people are taught to recognise and respond to signs of mistreatment and to develop the confidence to advocate that they and others are treated with respect. All issues of bullying or mistreatment are discussed within the young people's house meeting, with a restorative approach being adopted.

Young people are encouraged to understand the impact that their behaviour has on others and the social responsibility that they have to the home. All young people are expected to participate in addressing issues of bullying and sign an anti-bullying agreement on admission.

All young people are given information regarding appropriate external contacts (Social Worker, Childline, NSPCC, Ofsted and Children's advocate) should they feel that the internal route to resolution is inadequate for any reason.

## **Child Sexual Exploitation**

We understand that looked after children are more vulnerable, we put measures in place to reduce the risks. We will work in partnership with the placing authority and ensure that a sexual exploitation risk assessment is completed.

Cherry Blossom has a close working relationship with the Hampshire Missing Person's/ CSE team and we maintain close contact regarding young people who may be at risk. Upon admission a Grab pack is completed. Within the home there is a culture of open discussion about risk taking behaviour and, young people are supported in recognising the difference between safe and unsafe relationships which minimises the risk of exploitation.

Young people are provided with training and guidance on internet safety and appropriate use of the internet. Cherry Blossom has appropriate parental controls in place on all communal computers.

A Location risk assessment will be done at least annually and kept under regular review.

### **If a young person goes missing**

Cherry Blossom has clear written missing from home procedure which are individualised to the young people and followed in the event of any missing period. All staff are aware of these procedures and know the necessary action to take.

We are pro-active in our response to young people who go missing and we have a good relationship with the Missing Person's Unit. On admission a photograph and profile of the young person is completed and will be provided to the Missing Person's Unit if and when required.

Our procedures take into account the Missing Children Joint Protocol – Children and young people go missing from home and we have an agreed protocol with the Police for responding to missing episodes.

Each young person placed at Cherry Blossom has an individual risk assessment which reflects the young person's level of risk in relation to going missing, triggers and the strategies in place to minimise the risk of this happening.

In the event that a young person goes missing the Local Authority make arrangements for an independent person to conduct a return home interview within 72 hours. The Registered Manager will chase this if a meeting hasn't been arranged after 48 hours.

### **Notification of a Serious Event**

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

## Monitoring and Surveillance

Due to the nature of the emotional and behavioural difficulties and other complex needs of the young people placed at Cherry Blossom, they are supervised by staff on a 24-hour basis.

There will be no surveillance equipment inside the home but there are cameras outside the entrances and exits to survey the property externally.

In all cases social workers' permission will be sought before any such equipment is used to monitor the young people. Staff are actively engaged with the young people across the course of the day and evening and we ensure that the whereabouts of each young person is known and recorded in the monitoring systems during the course of the day, evening and at night.

Levels of monitoring are individualised in response to presentation and the needs of the young person. An assessment of need is based on the staff group's knowledge of the young person, the young person's frame of mind and presenting behaviours. Levels of monitoring incrementally increase according to level of risk i.e. hourly, half-hourly, quarter-hourly and one-to-one.

In Cherry Blossom there is one internal door lock on the door leading into the kitchen. This lock will not be utilised unless there is an emergency to protect the young person or others. The use of locking the door will be in the young person's Risk Assessment and Placement Plan and if the lock is ever utilised it will be shared with the homes manager and social worker in an incident report. All staff in the home will be informed of the door locking procedure in the Induction and debriefed following any use to ensure the lock is only used as a safety measure and last resort.

## External door security

The exit doors are not fitted with a door open alarm system. However, this will be reviewed if this is needed to provide a safer and secure environment in which the children can have as little restriction placed upon their movement as necessary.

The preventative measures to stop young people going missing, will be communicated and agreed to placing authorities and parents. This arrangement does not in any way infringe on the young person's right to liberty as the staff are employed 24/7 in the home to be with and go out in the community with the young people anytime of the day.

## Behaviour Management, Discipline and Physical Intervention Arrangements

Each young person will have their own Individual Placement Plan and Positive Behaviour Support Plan and Risk Assessments, these are reviewed regularly with the management, key work teams and social workers.

- The young person's identified needs and behavioural targets will always remain a central focus of the placement. Issues and information will be discussed openly using a supportive and respectful approach. Our approach is geared towards enhancing motivation to change.
- Frequent monitoring of behaviour by unobtrusive and self-report will provide valid data to identify patterns, measure change and progress.
- Cherry Blossom operates a clear policy and guidance for staff based on a code of conduct setting out the care and control, disciplinary and restraint measures permitted, emphasising the need to reinforce positive messages to children for the achievement of acceptable behaviour. Staff work together to help instil boundaries and encourage young people to adhere to and follow house expectations.
- Asserting an equitable measure of control in consideration of a young person's age and understanding is an essential element of caring for a young person. The young people we care for may frequently present difficult and challenging behaviour, the origins of which are often complex and therefore require careful and considered approach by all childcare professionals.
- An important initial part of this task is to help young people gain control of their behaviour and actions; by giving clear guidance and boundaries and thereafter enable the young person to take responsibility for their behaviour, actions, consequences and develop self-control.
- Physical intervention is only used as a last resort at Cherry Blossom to prevent likely injury to the young person concerned, other children and young people, staff, the public or damage to property. It is never used as a punishment in response to challenging behaviour.
- All staff that use physical intervention will have completed the CPI (crisis prevention Institute, formally MAPA) training course, so all staff practise the same way. Staff will do an annual refresher course.
- A record of all physical intervention that take place are kept; these include the name of the child, the date, time and location, details of the behaviour requiring use of restraint, the nature of the intervention used, the duration and the name of the staff member(s) using physical intervention techniques. Any injuries caused as a result of the intervention are also recorded and reported. A separate record of any consequences is also kept in the same way.
- After physical intervention has taken place both the young person and staff are debriefed in a way to reflect and learn from the incident that has just occurred. All consequences, no matter the form they take, are recorded and their authorisation is discussed with staff and the manager to assess whether they are appropriate or will be deemed effective. When rewards are given for positive behaviours, these are also recorded and discussed with the young person concerned.

All staff must understand the framework behind the home's underlying philosophy towards behaviour management, and therefore the home has written and makes available to all staff, its policy on Behaviour Management.

The home establishes and maintains acceptable levels of behaviour by everyone. Where behaviour falls below the standards expected, then this will be discussed with the person(s) concerned and corrective action implemented. The home will apply firm, fair and consistent principles in the application of this policy.

Physical intervention of a young person may only be undertaken in extreme circumstances and as a last resort to managing the behaviour, and as with the subject of behaviour management generally, the home deems this a serious topic worthy of its own policy and procedure. As with the policy on behaviour management, all members of staff are provided with a copy of the policy/procedure on physical restraint for inclusion after signature on their personal file.

The Home will exercise physical intervention of a young person only when other less intrusive methods have been attempted or considered, and only in extreme situations. Any occasions where physical intervention has been applied will be recorded in accordance with this policy.

All staff at Cherry Blossom receives appropriate training in non-invasive methods by a licensed CPI (crisis prevention Institute, formally MAPA) Trainer. The procedure used is conflict management, disengagement and assault avoidance and the use of non-restrictive holds and escorting.

## **Rewards**

Rewards for good behaviour are a primary method of achieving change in the young person's behaviour. We encourage young people to develop positive aspirations and support them in achieving by providing realistic and achievable goals. On a day to day basis small achievements are acknowledged with praise and recognition. Through positive reinforcement and engagement in meaningful activity, young people begin to experience the pleasure of positive engagements as opposed to gaining attention through negative behaviour. Staff work closely with young people and help them to identify daily, weekly and monthly targets that are celebrated and rewarded with points. These points are monitored each week and result in extra rewards which carefully managed and recorded.

## Consequences

Consequences are used as part of establishing positive relations with young people and helping to maintain boundaries. They are used to create the concepts of restitution and reparation; the notion that mistakes or wrongdoing can be repaired, and things (including people) can be 'made better'.

Consequences:

- Reflect the seriousness of an individual offence.
- Are applied as soon as possible after an incident.
- Are applied in a fair and consistent manner.

Consequences are not:

- Applied to a whole group of young people when the individual(s) responsible has (/have) not been identified.
- Used to degrade a young person.
- Used to cause a young person public or private humiliation.
- Restricting liberty.
- Consequences may include.
- Verbal warnings or disapproval.
- Confiscation of prohibited items.
- A financial restitution where property has been damaged.
- A grounding or withdrawal from social activities.

## Room Searches

Individual room searches are carried out at Cherry Blossom according to our policy. We endeavour to search rooms in the presence of the young person with two members of staff, causing minimum interference to personal items whilst ensuring a thorough search. All room searches are recorded, and the child or young person will sign to confirm they were present. Cherry Blossom will search rooms in the absence of the young person in times of emergency or safeguarding concerns. Young people are informed of this policy at the beginning of their stay and sign an agreement to accept and adhere to it. Social Workers are also informed of any searches and made aware of the policy.

## Radicalisation of Children

Staff at Cherry Blossom have an awareness that young people can be drawn into violence or they can be exposed to the messages of extremist groups by many means including the influence of family members or friends, direct contact with extremist groups and through the internet. Staff have all had Prevent duty training and we work with Hampshire Police around new updates on this. Staff understand that this can put a young person at risk of being drawn into criminal activity and has the potential to cause significant harm. The high supervision levels of the young people at Cherry Blossom and careful risk assessment in relation to young people spending time off site independently or attending College/clubs/groups significantly reduces the risk of radicalisation. Staff seek to remain vigilant to potential indicators to radicalisation.

## Whistleblowing

There may be times when staff will want to report to Ofsted their concerns about the practices and procedures for the protection of young people, in this instance staff should use Ofsted's Hotline:

- Telephone on 0300 123 3155 (Monday to Friday from 8.00am to 6.00pm).
- Email at [whistleblowing@ofsted.gov.uk](mailto:whistleblowing@ofsted.gov.uk).
- Write to:  
WBHL  
Ofsted  
Piccadilly Gate  
Store Street  
Manchester M1 2WD

## Fire and Other Emergency Procedures

- The home operates robust fire and emergency procedures. It has a fire policy, which is rigorously applied. An appropriately qualified external agent services equipment on a regular basis. Testing takes place in line with the fire safety policy and legislation and staff, children/young people participate in regular evacuations as required. Records are kept and any issues noted and addressed. The team receive regular fire training from a qualified consultant and in-house instruction takes place as part of the induction process for new staff and regularly thereafter. The implications of a fire within the home are discussed with the young people if practicable.
- Health and medical emergencies are also planned for within the general running of the home. An ambulance will be called by the home in the event of an accident or seizure requiring attention. A staff member will accompany the young person to hospital and remain with them as required. Night cover will be required if it is felt that this would be in the interests of the young person or at the request of the placing authority.



# Leadership and Management

## Contact Details

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

Camilla McInnes,  
191-193 High St,  
Hampton Hill,  
Hampton  
TW12 1NL

## Registered Manager

Natasha Compton

Ofsted  
Piccadilly Gate  
Store Street  
Manchester  
M1 2WD

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

Regulation 44 Independent Visitor

KW Consultants LTD  
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Director - Kay King  
[Kaykingfreelance@outlook.com](mailto:Kaykingfreelance@outlook.com)  
07776820487

## **Staff Profiles, Their Qualifications and Experience- see Appendix 1**

Through its robust recruitment and selection policy the home undertakes to employ only those persons it believes have the requisite skills, education, training, prior work experience and attitude which will complement and enhance the quality of care we deliver. All staff are provided with an Induction training programme and further ongoing training, appraisal, supervision and support as needed. All job applicants are required to apply for an enhanced disclosure from the Disclosure and Barring Service (DBS) in order that the home may be satisfied that they are appropriate persons to look after children and young people.

### **Organisational Structure of the Home**

Cherry Blossom is run by the Manager, Natasha Compton. When at full capacity, the home will have a minimum of 10 staff as follows:

- 1 Registered Manager
- 1 Deputy Manger
- 3 Senior Key workers/ Senior Practitioners
- 3 Residential workers
- 2 Waking night staff (we will utilise waking night staff if needed, otherwise staff will sleep in).

In addition:

- 1 Therapist
- 1 Maintenance Officer

### **Staffing Policy**

The home has important responsibilities to ensure that staff are available in sufficient numbers to adequately deal with the needs of the young people, whilst at the same time ensuring that such resources are used efficiently and economically. As a last resort the home will use agency staff from a reputable company. We will risk assess each young person and the level of staffing; this could be lone working or 2:1, sleep in or waking nights. There is always an On Call Manager day and night for any issues, concerns or worries to support young people and staff.

### **Staff Supervision**

Cherry Blossom is fully committed to meeting supervision standards as set out in The Children's Homes Regulations and Quality Standards.

In practice this means that staff will receive formal supervisions from their line manager. Additional supervision will be provided as required or requested. We believe that it is essential to ensure best practice is promoted and achieved through staff development and education. Cherry Blossom aims to encourage and maintain high motivation and morale amongst individuals and the whole staff team. The company has a robust policy on staff supervision and records are held confidentially. The Home Manager will provide direct, on-site support, monitoring and supervision for supervision.

Staff have the opportunity to attend group clinical supervision once a month and one to one work with the therapist if staff feel they need more support

## Training & Development

Cherry Blossom staff work towards providing a service in which children and young people are encouraged to develop through the mediums of opportunity and support as set out The Children's Homes Regulations and Quality Standards. We are committed to providing staff with the skills they require, through an extensive programme of in-house and external training. Staff training needs are identified through the on-going process of statutory obligations and the internal process of supervision, team meetings and appraisals.

The admission of a young person with specific care needs might highlight the necessity for additional training as required. All of these needs will be met via the construction and implementation of a comprehensive training package. In addition to a formal induction to the home, staff are given a personal development plan, which sets out training needs and opportunities. Mandatory training is compulsory and there are rolling programmes to support this need.

The home has a training matrix that will be updated monthly, and each staff member has a training record that documents qualifications and training courses undertaken. Copies of certificates are available for inspection.

## Staff Appraisal

All full-time staff will receive an annual appraisal.

### Promoting Appropriate Role Models

A role model is a person who serves as an example by influencing others. For many children and young people, the most important role models are parents, caregivers and teachers. At Cherry Blossom we, therefore, make every effort to ensure that we have a balanced gender, race, religion and culture mix. The young people we look after coming from a diverse range of ethnic and socio-economic groups. Sometimes an adequate gender mix is unavailable; therefore, in such cases adjustments may be required.

Care and attention are needed to ensure that the appropriate gender relations and perspectives are adequately represented in activities, discussions and decisions.

## Care Planning

The welfare of the young people is paramount and Cherry Blossom, with the placing authority has a duty to act in a way that safeguard and promotes this.

Cherry Blossom will aim to work in partnership with the young person (as far as practicable, given their age and understanding), their parent(s), and those with parental responsibility. Young people, their parent(s), and those with parental responsibility should be actively involved in decisions that are reached, and their views must be taken into account (risk dependent).

All young people will have an Individual Placement Plan and a Local Authority Care Plan which are reviewed regularly.

Admissions to the home, where possible are carefully planned and organised, both for the young person moving in and for the other young person in residence. Before any young person or their family visit, the manager will assess information, which includes potential and actual risks relevant to the specific needs of the individual. This information will be considered alongside the knowledge of the young person already resident. The Manager will ensure completion of Referral Forms, Pre Placement visits for all parties (where possible), direct observation of the child in their current setting and in communication with their education provider. Physical aspects of the home, location, staffing levels, skills of the staff etc. will also be considered.

We will endeavour to state from the outset which behaviours/conditions cannot be managed or the requirements necessary to manage them. Similarly, professionals will be made aware of the general philosophy of the home and its relationship to the rights and needs of the individual.

A placement at Cherry Blossom can be effective in breaking a negative cycle of behaviour. The environmental concept is such that unresolved feelings can begin to be addressed safely. Support in a nurturing and safe environment provides the setting whereby negative and destructive behaviour can be contained and challenged constructively by boundary setting and consistency of practice.

Emergency admissions to the home will be considered if there is suitable space in the home to accommodate the young person and the placement appears appropriate in terms of compatibility, meeting needs etc. An initial assessment would be completed, and risks considered prior to agreement to accommodate.

All relevant documents must be provided prior to or at the time of admission (or at the latest by the end of the next working day). The duration of a young person's placement is subject to their individual needs as outlined in their Care Plan and Child's Placement Plan.



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## On Admission

The child or young person is provided with Young People's Guide which is available at Cherry Blossom.

- The young person will be registered with the local Doctor, Dentist and Optician.
- A planning meeting is held within 72 hours of admission and an Individual Placement plan is then compiled. This is reviewed regularly and amended as required to reflect progress. A young person may see the plan at any reasonable time.
- The young person will be told who their keyworker at Cherry Blossom will be. The Registered Manager ensures that all staff are aware of their duties in operating key responsibilities.
- The complaints procedure is explained to the young person and information providing access to an Independent Advocate is made available.
- The anti-bullying policy is explained as well as the behaviour management policy
- Age appropriate bed times, pocket money, and clothing allowances are outlined.
- Basic health and safety rules, fire procedures and evacuation is explained to the young person.

## Review and Placement Plan Arrangements

The manager of the home will ensure that regular reviews of the young persons' Individual Placement Plan are conducted in relation to the guidelines as laid down. The young person will be encouraged to participate as far as is practicable in the review process. The manager will ensure that the agreed outcome of reviews is reflected where necessary in the day-to-day care of the young person. All agreed targets and identified needs will be actioned / addressed at the earliest opportunity.

The manager of the home will be responsible for preparing and completing the Individual Placement plan and in doing so they must consult with the child and placing authority regarding:

- How, on a day to day basis, he / she will be cared for and his / her welfare safeguarded and promoted by the home.
- The arrangements made for the individual's health care and education.
- Any arrangements made for contact with his / her parents, carers, relatives and friends.

The registered person must co-operate with the child's placing authority in agreeing and signing the plan for the child's placement.

The registered person to comply with requests by the child's placing authority to:

- (a) Provide it with information relating to the child; and
- (b) Provide a suitable representative for any meetings it may hold concerning the child.

## The timing of the review will not necessarily coincide with the start of the young person's admission to the home

i.e. the young person may have had a previous placement since beginning to be looked after. The date of the review is therefore dependent on the date the young person began to be looked after, not the date they were admitted to the home, although in some cases this date will be the same. However, the frequency laid down by law is a minimum requirement and a review can be triggered if the individual circumstances deem it necessary.

### Transition

Young peoples' placements at Cherry Blossom will end by the age of 18. The young person will be supported by their keyworker in partnership with the placing authority to identify the next placement. At each level the young person will be supported so that their voice is heard and their needs are met. Our vision is for young people to move from Cherry Blossom to our larger residential service when they are more regulated and reduced the negative cycles of behaviour, this will provide a wraparound service to keep the young people in our service with a level of consistency.

It is very important that the placement end is a marked occasion for the young person, their peers and staff. Where possible suitable arrangements will be made to reflect on time in the home and have a proper positive ending for staff and other young people.





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