



Ocean Road Management Plan

Ocean Road is a proposed Children's home located in South Tyneside for up to four children/young people to reside in. ROC Group closely with the local police team to establish good community relationships, we work closely with all agencies to fulfil the need for good quality care provision within the Northeast whilst making the area a safe and enjoyable place to live.

Referral Criteria:

It will be open to four young people aged 8 to 17 years who

- Have a learning disability/ASD/ADHD/sensory processing delay
- May have additional needs due to mild physical disability

Admissions:

Admissions will usually be on a planned basis, with introductory meetings prior to the admission taking place to make sure the individual needs of all the young people in the group are met. The admission process is governed by the needs of the young person. For some young people, a swifter move is less anxiety provoking for them.

On rare occasions admissions may be made in an emergency, where this is in the best interest of the child.

The following criteria, however, must be met:

- The placement is part of a care planning process which addresses the needs of the young person
- The placement will provide the best available method of achieving the aims and objectives of the plan for the young person and will meet the young person's assessed needs
- The placement is in accordance with the home's Statement of Purpose
- The home is able to provide levels of care appropriate to the needs of the young person
- The young person's needs will be assessed in conjunction with the needs of the other young people and there are no grounds for considering that this placement will significantly impact on any current young people or the young person themselves
- A care planning meeting must take place within 48 hours of the placement

The decision regarding the placement will be based on all of the above, after considering the available documentation, e.g. care plan, assessments, risk assessments, talking with the young person, parents, the social worker and other agencies, if applicable.

Placements will be offered to South Tyneside local authority on a “local first” basis.

Regulatory Compliance

The home will apply for Ofsted registration. ROC are currently registered with Ofsted for our other three children’s homes (Ofsted Good) and supported accommodation. ROC are also registered to provide personal care with CQC and have achieved “Outstanding” at four consecutive CQC inspections.

Safeguarding

The home will be subject to local safeguarding procedures. Staff undertake safeguarding training and are made familiar with these procedures. Safeguarding refresher training is available via e-learning courses.

We use safer recruitment processes and practice safe care procedures. We also have lone working policies and procedures to safeguard everyone involved.

We have created an open culture, where staff and young people are able to discuss any concerns of a child protection nature, without fear of consequences. We encourage speaking out about concerns around practice, where it is felt that it cannot be dealt with through normal routes, or they are of sufficient seriousness, to warrant bringing to the attention of the Responsible Individual or Directors.

In instances of staff allegations, we will ensure that the Designated Officer has been informed.

Staff are trained to know how to report immediately any abuse, or suspicions of abuse whether this has taken place inside or outside of the home. This is covered within our Whistleblowing and Safeguarding policies and in training, workshops and supervisions.

Children and young people are advised on what to do if they are being hurt or abused in any way. They are provided with our Children’s Guide which has numbers for NYAS, Ofsted, and Child-line etc. They will have access to a telephone which they can use without supervision unless it is not appropriate.

As part of key working sessions, we will discuss with young people their rights and how to pass on compliments and complaints.

ROC have a policy on countering bullying which is reviewed annually. These policies include identifying bullying, addressing bullying and how to support victims and perpetrators of bullying. Key workers talk to young people about bullying and how to stay safe.

All child protection incidents are recorded according to Local Safeguarding Children Partnership procedures, and cross referenced within the homes’ electronic database (Charms).

We make it our business to understand what is happening in the local community, working closely with neighbourhood police, to pool information in order to keep young people safe. We record any known risks in a locality risk assessment and review this as required, to keep the information current.

Education

Education is given a high priority at planning meetings. A multi-agency decision is made about the viability of maintaining the young person's current school placement, as part of the admissions process, which will include the young person's and families' views.

We work closely with Looked after Children's Educational Services, (LACES), who allocate a keyworker to all our young people of statutory school age. They help us to monitor attendance, educational progress, and are part of our team around the child.

Keyworkers work closely with the Designated Teacher and Form Teacher within the young person's educational provision. We aim to ensure that there are excellent channels of communication, so that the young person can see that we are working together to help them achieve their full potential.

We share information with them to identify barriers to learning. Keyworkers will attend certification days, open days, sports days, etc, and will ensure that educational achievements are suitably celebrated. The staff team strive to ensure that all young people are supported to continue their learning outside of their education placement. We actively seek educational experiences for young people to enhance learning.

For young people outside of statutory education, keyworkers ensure that appropriate services are accessed to assist them in finding and sustaining suitable training or employment opportunities.

We adopt a culture whereby attendance at school, training or work is the norm. This is supported in the education policy. We also support education, by providing materials, supporting young people with homework and helping them to prepare for their studies the following day.

During term time and school holidays residents within the home contribute to their activity plans, including holidays away and activities designed to encourage Independent Living Skills.

Unauthorised Absence

Children who are absent from our home, without consent, are protected in line with local written policy and guidance on Children who go Missing from Home or Care https://www.proceduresonline.com/nesubregion/p_ch_miss_care_home_ed.html?zoom_high_light=missing+from+care . This policy is consistent with national legislation.

To help prevent non-agreed absence, and to protect them if they do not return, we:

- Train staff how to react to a non-agreed absence

- Follow South Tyneside's process chart and work with the police to train our staff in this
- Go out and look for the young person, if we have any idea where they may be
- Contact friends and family to find out if they know the young person's whereabouts
- Work hard to build positive relationships with young people and engage them in pro-social activities, within the community to promote confidence, self-esteem and a sense that this is their home
- Support their friend, family and social networks, unless we have grounds to believe this is not in their best interest
- Provide guidance about relationships appropriate to their age and understanding
- Ensure that where a child has a history of going missing, this will be reflected in the risk assessment, along with how we aim to keep them safe, whether they are missing or absent from their designated proper place.
- Share all information with the police and Emergency Duty Team, (EDT), in a timely way to ensure that there is a multi-agency response to the individual needs of the young person who is missing, particularly if risks are high
- Complete a Return from Missing interview
- Document, report and record incidents of absence from the home, and discuss in quarterly board meetings to establish trends and design mechanisms to prevent further absences

Where a specific risk is identified, or the child has been missing several times, we take part in multi-agency meetings with the police, and members of the care team, to make sure our risk assessment is robust and we are working together to minimise risk.

Visitors

There will be the need to conduct some meetings within the home, for example, staff team meetings, care team meetings and reviews.

We try to ensure that young people are not disadvantaged in terms of time with friends, especially as they may be living outside of their home area. Contact with established friends will be promoted wherever possible, encouraging friends to visit the home where this is appropriate. We will support them in making new friendships, where appropriate through education and local hobby groups. Family Time plans will take into consideration the age and vulnerability of the young person and identify where some supervision is necessary to keep young people safe, for instance regarding access to social networking sites.

Records of all visitors will be kept in the visitor's book and in the young person's file recording the date, time and length of visit.

Audits

The management audits all paperwork and young people's files on a weekly basis.

Once a month, an Independent Visitor from NYAS conducts a full regulation 44 audit of the home to ensure all standards are met. An action plan will be given to the manager to complete by next visit. Every six months the registered manager completes a Reg 45 report to send to Ofsted.

The Registered Manager will complete monthly Reg 45 reports for a Service Performance meeting with the Responsible Individual which includes topics such as safeguarding, missing episodes and restraints (ROC have never restrained since opening in 1999, we use alternative behaviour management strategies) so that patterns of behaviour can be identified early.

OFSTED will conduct unannounced inspections and will grade the home appropriately.

Staffing

The staff team work a variety of duties which, for full time, equate to 40 hrs per week over each month. The manager works flexibly throughout the week in order to observe practice for all staff and manage the home during different aspects of day to day life.

Staff work on a three-week shift pattern with two shifts for the first two weeks and three for the last week. Shifts start at 8:30am so that out-going staff can carry out a handover. The staff member then stays on shift until 11:00pm and will usually stay for a sleeping night (unless it is felt a waking night is necessary). The shift then starts again at 7:00am and finishes after the incoming staff have received their handover.

The intensity of staff cover depends upon the number of children residing at the home, at a given time, and the assessed risks for each child. For example, if there are two low risk residents there may be one to one staffing with the additional oversight of the Registered Manager at varying times of the day. At night there will also be two staff on duty. This may be one sleeping and one awake, or both sleeping depending on risk management assessments. Our staffing ratios are 1:1 whilst children are awake and 1:2 during the sleep period. Staffing will include

- 1 Registered Manager
- 1 Deputy Manager carrying out 1 sleep in shift per week
- 2 Seniors working the rota pattern
- 6 Full time sleep in staff
- 4 (FTE) day staff on shift for school runs, after school and at weekends.
- 1 holiday cover post
- We have bank staff team working across our services to fill any gaps in capacity due to additional holidays/illness.
- We also have 120 appropriately trained staff who can also cover if required (e.g. during Covid teams worked across all services to meet need). We do not use agency staff.

A lone working risk assessment is in place in the home. A timetable is available to be viewed to see who is on duty at any time.

Staffing levels are regularly reviewed as part of the risk assessments of individuals and groups of young people. Timetables may be altered to suit the varied and complex needs of our residents.

Training

Mandatory training for residential staff includes:

Safeguarding Children,
GDPR
Paediatric First Aid
Positive Behaviour Support
Food Safety
Safe Handling of Medicines
Fire Safety
Health & Safety
PREVENT
Drugs & Alcohol
CSE
Managing Challenging Behaviour
Reporting & Recording
Risk Management
Equality & Diversity
Restorative Practice
Attachment & Bonding
Mental Health
ASD
Criminal Exploitation & County Lines
Ligature Training
Depression & Suicide

All mandatory training takes place every 3 years with the exception of Safeguarding, GDPR Health and Safety and Positive Behaviour Support which require yearly refreshers. In addition, if staff do not hold their level 3 in Residential Childcare at the time of employment they will be placed on the course after passing their probationary period.

The Future for Our Young People

We operate a “staying close to home model”, it is our intention to be able to bring this model to South Tyneside. The model allows for a young person living in the home to

-Transition to a property in the community post 16.

If under 18 this could be to one of our ROC Transitions properties (ofsted regulated under Supported Accommodation Regulations). If over 18 this could be to one of our ROC Solid charity properties. The aim is to integrate the young person into their community whilst also teaching them independent living skills.

-Stay in their property for as long as they need our support, with the long term aim to be for them to take over the tenancy on their own.

We have high aspirations for young people and are committed to helping our young people access higher education, supporting them financially with University, helping them set up a business, and helping them with deposits for their home. To support this we are in the process of establishing “Dots Pot” CIC (named after our charity founder).

