



Stowe Court Children's Home

Statement of Purpose

Introduction

The Statement of Purpose is a requirement under Regulation 16 of the Children's Home (England) Regulations 2015. This Statement of Purpose is written in accordance with Schedule 1 – 'Matters to be included in the Statement of Purpose'. It is provided to HMCI as part of the home's registration process and is available on request by any person working at the home, any young person accommodated at the home, the parent of any young person accommodated at the home and the placing authority of any young person placed at the home.

Quality and Purpose of Care

1. A statement of the range of needs of the young people for whom it is intended that the young people's home is to provide care and accommodation

Stowe Court is a children's home for 2 young people, young people accommodated at the home will have a diagnosis of autism. Additionally the young people may have learning difficulties, challenging behaviour and other conditions such as ADHD, epilepsy and dyspraxia. Young people placed at Stowe Court all have Education, Care and Health Plans, formally Statement of Special Educational Needs that specify their specific needs and the strategies that should be employed in order for their needs to be met.

The young person are likely to have learning difficulties, although the extent to which this hampers them in their daily lives will vary from young person to young person. Nevertheless, the young people in Stowe Court are recognized as being vulnerable in terms of their autism and learning difficulties and so there are high staff ratios to reflect the needs identified for each individual young person.

Care is taken to ensure that young people who are admitted to Stowe Court are able to get on with one another. For example, young people will not be put together if one is very sensitive to noise and the other makes and likes a lot of noise. This careful, diligent approach to the matching of young people is very important in ensuring young people are able to achieve their potential.

2. Details of the children's home's ethos, and the outcomes that the children's home seeks to achieve and its approach to achieving them.

The ethos of Stowe Court is very much characterised by a 'can do' attitude. Staff share the value of creating a home for young people that is not institutionalized, and that reflects a family atmosphere. Staff are well trained in working with young people with autism and understand the need for the young people to have clearly identified routines, nevertheless, a strong focus is placed on helping the young people to become independent and to respond flexibly to the demands of the wider world. The young person's voice is very important and staff are keen to involve the young people in the day to day running of the home.

Daily planning meetings help the young people to know what is expected of them and provide opportunity for them to influence the routines of the day. The young people are encouraged to develop life skills and so are involved in shopping for and the preparation of meals. They have responsibility for keeping their own bedrooms clean and tidy and are encouraged to contribute to the cleaning of shared areas in the home.

The aims of Stowe Court's children's home are to:-

- ❖ provide a safe, caring and healthy environment where young people can thrive and develop independence

- ❖ ensure that the young people are involved in as many aspects of their care as possible
- ❖ encourage the young people to 'have a voice' and to make their views and ideas known so that they can be taken on board
- ❖ ensure that each young person is treated as an individual so that they have a clear sense of their own identity
- ❖ promote and celebrate diversity
- ❖ provide a wide range of exciting and challenging opportunities that meet the individual needs of the young people

The objectives for the young people in Stowe Court are that they will:

- ❖ achieve their best in terms of their physical, emotional, social and academic development
- ❖ feel that they are part of a home that is characterized by a warm and young person-centered ethos
- ❖ know and understand what is expected of them
- ❖ understand the role they play in helping the home to run effectively
- ❖ be willing to challenge themselves to achieve greater levels of independence within the constraints of their autism
- ❖ know that their views are important and that staff listen to them

3. A description of the accommodation offered by the home including:

a. how accommodation has been adapted to the needs of young people

Stowe Court is a private house with 2 bedrooms, a kitchen diner, lounge, bathroom and separate upstairs cloakroom. It is split level and has a lower ground floor, a ground floor and a first floor. Small flights of stairs connect the floors. The young people living at Stowe Court all have good levels of physical mobility.

Only a few adaptations have been made to the house to ensure it provides a safe and secure environment for the young people. A fire alarm system has been installed and key doors have fire release stops, fire doors have been fitted to all bedrooms and communal areas. All upstairs windows have been fitted with restrictors and all glass in the building meets safety standards.

The home meets all health and safety regulations but retains a 'homely' feel, avoiding appearing institutionalized, this ensures that young people feel like they are living in a comfortable home and supports them to relax and enjoy their time in the home.

b. the age, range, number and sex of young people for whom it is intended that accommodation is to be provided

It is intended that the 2 young people who live in Stowe Court are of similar age and ability, and that they are able to get on with one another. At all times the 2 young people who live in Stowe Court will be of the same gender, although the home is appropriate for young people of either gender.

c. the type of accommodation including sleeping accommodation

Stowe Court is designed to provide a home for two young people. It has a large garden which is fenced all around and which is accessed through French windows that lead onto a paved patio area. Each young person has his/her own bedroom. The house is organised on three floors. The access is on the lower ground floor which comprises a hallway, large bedroom, a shared bathroom with bath and shower, and cupboards which house the washing machine and meters. On the ground floor there is a large dining/kitchen area and a staff office. On the first floor, there is a further bedroom, a large lounge which is comfortably furnished with two

large sofas, television, DVD player, games console and a selection of board games. There is also a cloakroom containing a toilet and wash basin.

The young people accommodated in Stowe Court are provided with all of their bedroom furniture, bedding and towels, they are encouraged and supported by staff to personalise their personal living areas. Young people accommodated at the home are also provided with a clothing allowance and are encouraged to choose items of clothing that match their choices and interests, young people are afforded choice in their clothing to promote their individual preferences and image. Furniture in bedrooms and shared areas such as the lounge and dining/kitchen, whilst sturdy and practical, is chosen to ensure that the house has a homely feel to it.

Each of the bedrooms for the young people has a desk and chair and young people are encouraged to complete homework tasks in their bedrooms if required. Additionally, if they have large projects to work on they can access the large kitchen table. The home has broadband and the young people are able to access a computer to support their studies or for a leisure activity. Internet access is closely monitored and has restrictions set using CensorNet technology.

Young people in the home are encouraged to maintain regular contact with their friends and family and have access to a phone which they can use to make any phone calls. They are able to make and take phone calls in privacy dependent on any contact restrictions which may be in place.

The young people are provided with all of their meals and snacks. Meals are balanced, attractively prepared and designed to take account of the choices and preferences of the young people. Young people will help to plan the weekly menu to ensure that they are being provided with food they like and have chosen. Young people will also be supported by staff to help plan and prepare meals themselves to support them to develop their independence.

4. A description of the location of the young people's home

Stowe Court is a semi-detached house situated in a small cul-de-sac in a rural location close to the village of Stretton in Rutland. The home is just over a mile away from The Shires School which is where we envisage the young people will attend for education. The home is within easy walking distance of a local shop which will support the young people to develop their independence skills with support from staff. There are good transport links locally, with easy access to the A1 meaning that larger towns including Stamford and Grantham are easily accessible. There are a range of local attractions and activities to offer the young people a range of opportunities to enjoy leisure time and also educational trips and visits. Stowe Court has its own vehicle, and is close to a mainline railway station for longer journeys. (Please refer to locational risk assessment for more detailed description of the location)

5. The arrangements for supporting the cultural, linguistic and religious needs of young people

Stowe Court welcomes young people from a wide and diverse range of backgrounds. It is non-denominational, and staff show respect for all religions and cultures. Cultural differences are celebrated and shared where possible and appropriate.

Some of the young people who may live at Stowe Court come from homes where English is not the main spoken language. Staff come from a wide range of cultural backgrounds and are sometimes able to converse with a young person or his/her parents in their own language. Where there is a barrier to communication because of a young person's linguistic difficulties, augmented communication is promoted at a level appropriate to the individual young person. For example, symbols might be used to support communication or applications on iPad.

As part of the pre-admission process the Registered Manager ensures that information is provided about the young person's religious needs. Careful discussions with parents allow the staff to ensure that customs and practices from home are, wherever possible, continued and valued within Stowe Court. Where parents/carers would like their young people to attend a place of worship on a regular basis, staff make appropriate arrangements to facilitate this. Arrangements will always be made to support a young person accommodated at Stowe Court to celebrate any specific religious festivals. If there are specific dietary requirements for a young person accommodated at the home for religious reasons this will be catered for separately. This could involve the use of Halal products for the specific young person and separate cooking equipment and utensils to prepare the food.

6. Details of who to contact if a person has a complaint about the home and how the person can access the home's complaints policy.

In the first instance any complaint should be made to the registered manager or a team leader at Stowe Court. If the complaint is in relation to the registered manager or it is felt that an unsatisfactory conclusion has been reached this complaint should be escalated to the responsible individual and deputy director of care and education, Charles Tosan. Charles Tosan can be contacted at The Shires School.

A formal procedure exists for making complaints and on admission young people's families are made aware of the complaints policy. A copy of the complaints procedure is also available upon request. Stowe Court takes all complaints seriously and treats them confidentially. All complaints are treated impartially and in accordance with the policy and no complaint results in a young person or their family being treated unfavorably. All complaints are recorded and senior managers monitor the complaints' log.

7. Details of how a person, body or organisation involved in the care or protection of a young person can access the home's child protection policies or the behaviour management policy

The staff at Stowe Court are proactive in promoting the welfare of the young people and understand the importance of safeguarding the young people for whom they provide care. Safeguarding and protecting young people from harm is always of paramount importance. Safeguarding Children is a concept that reaches beyond child protection to incorporate the additional aims of preventing the harm of children's health and development, ensuring children are growing up in circumstances consistent with the provision of safe and effective care. The UK Government has defined the term 'safeguarding children' as:

"The process of protecting children from abuse or neglect, preventing impairment of their health and development, and ensuring they are growing up in circumstances consistent with the provision of safe and effective care that enables children to have optimum life chances and enter adulthood successfully"

Child protection forms a part of safeguarding, Child Protection is defined as:

"Child protection is the process of protecting individual children identified as either suffering, or likely to suffer, significant harm as a result of abuse or neglect. It involves measures and structures designed to prevent and respond to abuse and neglect" (RCPCH)

Stowe Court Children's Home has detailed policies which are available upon request to the registered manager regarding safeguarding, child protection and behaviour management. These policies detail how the home ensures that young people are protected from harm at all times both inside the home and in the wider community and how we strive to maintain positive behaviour through positive re-enforcement as opposed to punitive measures and sanctioning.

The Lead Designated Person for safeguarding and young person protection at Stowe Court is Peter Watt (registered manager). In addition the homes responsible individual Charles Tosan can be contacted for any safeguarding concerns. All staff receive safeguarding training and are aware of the processes for reporting any concerns. The safeguarding procedure for the home is clearly displayed in the office along with contact details for Rutland Local Authority Designated Officer (LADO).

Views, wishes and feelings

8. A description of the home's policy and approach to consulting young people about their quality of care

The young person's voice is important in terms of running Stowe Court successfully as a home. Young people are actively encouraged to share any concerns they may have or suggestions on what they might like at their home. Wherever possible, and at a level appropriate to the young person's needs, young people will be involved in contributing to decisions about their care. Monthly house meetings with staff and young people provide an opportunity for the young people to voice their views, wishes and feelings and to influence the day to day running of the home by suggesting activities, considering planned menus, arranging chores, and expressing their views in general. The home has also introduced a 'wishing well' in which young people can write down specific requests, staff then try to, where possible, grant these wishes. This is also discussed during monthly house meetings.

Young people are encouraged to attend their reviews and to contribute to the setting of targets in their individual care plans. They have formal meetings with their primary carers where they review these targets and raise any issues they wish to discuss. Young people are made aware of the complaints procedure that exists for Stowe Court and are encouraged to voice concerns and worries as they arise. There will be a number of different methods for young people to express their views and wishes. Sometimes young people will not be able to verbalise their feelings or will not feel comfortable doing so, therefore there will be a system to enable the young people to write down anything they want to say.

Some of the young people who live at Stowe Court may be unable to communicate their views about the quality of their care. Special arrangements are therefore made for an adult who acts independently as the young person's advocate to spend time regularly alongside each young person, experiencing life in the home from the young person's perspective. The advocate is someone who is known to the young person, but not involved in their care who spends time 'in the young person's shoes' and then reports back on what they liked about their experience, and asking questions about things they were not sure they liked. The advocate's reports are regularly reviewed by the management team and action is taken if any issues are raised that warrant it.

9. A description of the young people's home's policy and approach in relation to -

(a) anti-discriminatory practice in respect of young people and their families

The promotion of partisan political views within the home is strictly prohibited.

The staff and managers at Stowe Court do not tolerate any discrimination against young people or their families on any issue including racial identity, physical appearance, sexuality, age, religion and disability. It is the responsibility of staff and management to challenge discrimination when it is apparent.

- ❖ Stowe Court provides placements to young people based on whether the young person meets the admissions criteria and whether the home can meet the young person's needs
- ❖ staff are recruited purely on merit and their ability to do the job
- ❖ those responsible for arranging placements and recruiting staff are aware of both positive and negative discrimination, and act accordingly
- ❖ all staff are required to be aware of and challenge discriminatory actions whatever their source, including those of their colleagues and young people living at Stowe Court
- ❖ tackling discrimination is a process of education not punishment
- ❖ Young people at Stowe Court are supported to practice the faith of their or their family's choice. and where necessary appropriate support and advice is provided by staff or from recognised sources within the young person's chosen faith group

(b) young people's rights

Recognising the rights of the young people is central to the ethos of Stowe Court. Staff receive training in ensuring that the rights of the young people are met, and that if the young person cannot take the responsibility that affords him/her those rights, the staff act on the young person's behalf. Stowe Court has a written policy entitled 'Rights and Responsibilities of Young people at The Shires' which gives practical advice to staff about ensuring the rights of the young person when he/she is off the premises.

Young people's human rights are promoted and respected at all times. Due to the vulnerability of young people in the home and the restrictions in place to ensure young people's safety and welfare such as levels of staff supervision, it may be necessary to apply for a Deprivation of Liberty for young people aged 16 and over.

Education

10. Details of provision to support young people with special educational needs

All of the young people who live at Stowe Court have Education, Health and Care Plans and all have autism. Some of the youngsters need help with their communication as they have difficulty in verbalising their ideas and thoughts and augmented communication systems are in place, such as PECS, to support them. Young people living in Stowe Court are highly reliant on structures and routines because of their autism. To support them TEACCH type schedules are in place and are designed around the needs of the individual young person. For example, some young people need picture prompts, others word prompts. Young people living at Stowe Court are vulnerable because of their autism, and are highly staffed to enable them to access the community, develop independence, and to live full and active lives.

11. If the home is registered as a school, details of the curriculum provided by the home and the management and structure of the arrangements for education

Stowe Court is not dually registered as a school.

12. If the home is not registered as a school, the arrangements for young people to attend local schools and the provision made by the home to promote young people's educational achievement.

Young people who live in Stowe Court attend The Shires special school which is a school designated for young people who have autism and associated difficulties or conditions. The Shires is part of the Acorn Care and Education Group. The Shires school is registered with the DfE to provide education for up to 20 pupils. Young people at the home attend school from 09.00 to 15.45 Monday to Friday. The school is staffed with qualified teachers and support

staff. The school curriculum is based on the National Curriculum and P Levels which are adapted to individual student's cognitive ability and stated needs to ensure that every young person achieves the highest level of educational attainment possible. The Shires operates a 24-hour curriculum which cuts across the school and Stowe Court Children's home.

The staff in Stowe Court work closely with the teaching staff to ensure that learning and skills from one setting are developed and practised in the other. On occasion teaching staff may spend time with students in the home practising home management skills, working with care staff to address specific areas or simply to engage in evening activities. Staff from Stowe Court support young people in class every day and work closely with the teaching team at The Shires to enable young people to access their lessons. Resources are shared which means young people can access class based resources outside school hours if they need to. If young people are set some homework by school then they are supported by staff in the home to complete this work, Young people are expected to do their own homework but staff are always available to support. All young people have a working area in their bedrooms. Staff are trained in supporting young people with their classwork and in supporting them towards independence in completing homework tasks.

Staff from the home meet with teaching staff on a regular basis to discuss progress towards agreed objectives, discuss and plan new initiatives or to address specific issues. This approach provides consistency and continuity which is very beneficial to young people with autism. In addition to this staff at Stowe Court work closely with a team of therapists to provide therapeutic support both at school and in the home. Young people may access the OT, SaLT, music therapist, play therapist or clinical psychologist, these appointments can take place either in the home or at school.

Enjoyment and achievement

13. The arrangements for enabling young people to take part in and benefit from a variety of activities that meet their needs and develop and reflect their creative, intellectual, physical and social interests and skills.

Stowe Court maintains close links with The Shires School which is where young people who live in Stowe Court attend. Staff in the home follow the 24 hour curriculum planning provided by the school and ensure that young people are offered a wide range of experiences which may include visits to:-

- ❖ places of interest, including historic buildings, nature reserves and parks
- ❖ leisure facilities which provide activities such as ice skating, horse riding, sailing, swimming
- ❖ adventure playgrounds and recreational and sports facilities for PE, games and other activities such as ten pin bowling, cinema, karate, scouts
- ❖ country parks and the seaside
- ❖ local sites of interest such as farms, shops and garages

During school holiday periods young people can continue to stay at Stowe Court, during these times a range of activities and days out are arranged. Young people are consulted on these activities and are involved in the planning of them. Special activities are arranged that might include theme parks, seaside visits, music venues and outdoor adventure activities as well as trips further afield.

Young people are encouraged to join local groups such as youth clubs and are given the support they need to enable them to access these activities. They also share events with the local community such as supporting a local homeless charity.

Strong emphasis is placed on the young people developing their own cultural heritage and identity, and also widening their understanding of other cultures. Food can be a great motivator for young people with autism and provides a very easy and enjoyable way of helping young people to learn about the way in which young person from other cultures and countries share mealtimes and to sample the type of food they prepare. The young people are regularly taken out for a meal in a local café or restaurant so that they can observe and learn the social skills associated with such occasions.

Close links are maintained between the Shires' School and Stowe Court and young people are encouraged to carry out any homework tasks they have been set.

Some of the young people who live at Stowe Court have difficulty in organising and managing their own leisure time because they have severe learning difficulties and are only working at a low cognitive level. Staff support these young people by playing games with them and taking them out on walks and visits within the local and wider communities. Most of the young people enjoy playing on computers and whilst this is encouraged, staff monitor usage carefully to ensure that the young people do not become over-obsessed to the extent that they exclude all of the other activities on offer. Young people have internet access but this is regulated in line with The Shires' e-safety policy. Young people are consulted on activities they would like to try or new games for the home, there are a wide range of activities in the home including a trampoline, games console, board games, card games, slot car racing and a range of films.

Young people are actively encouraged to partake in activities of their own choice. If there is a specific area of interest for a young person accommodated at Stowe Court every effort will be made to promote and facilitate this.

Young people at Stowe Court all have the opportunity to enrol on the Duke of Edinburgh's Award scheme, they are supported by staff to choose activities that are of interest to them and that they will be able to commit to on a regular basis to enable them to achieve their award.

Health

14. Details of any healthcare provided, including-

(a) **Details of the qualifications and professional supervision of the staff involved in providing any healthcare or therapy**

Young people in the home receive support through CAMHS psychiatrists, clinical/educational psychologists, communication, speech and language therapy, occupational therapy, play therapy and music therapy.

Young people only receive therapy that is specified within their placement plans and agreed with the young person's parents and placing authority. Any therapy provision is carried out only by a licensed or registered practitioner and all registrations are checked against the appropriate professional registers. All therapists employed to work at Stowe Court have current enhanced DBS clearance. No member of staff will provide therapy for which they are not trained and supervised.

All young people, where required, are registered with local medical professionals, these include but are not limited to General Practitioner, Dentist and Optician. Staff at the home

ensure that young people attend regular check-ups with these services and will arrange any additional treatment required. If a young person is accommodated at the home on a short break basis then they may be registered with medical professionals in their home area, if a young person required any medical treatment during a short stay this would be arranged by staff.

- (b) Information about how the effectiveness of any healthcare or therapy provided is measured, the evidence demonstrating its effectiveness and details of how the information or the evidence can be accessed.**

Regular informal meetings take place between the therapists and the Director of Care and Education, responsible individual and registered manager. Formal multi-disciplinary team meetings take place on a termly basis and provide an excellent forum for sharing approaches, assessing the effectiveness of approaches and monitoring the progress of individual young people. Therapists have input into monthly primary care meetings so that staff are continuously updated about ongoing therapies and programmes.

All therapists produce regular termly reports of young people's progress. Any issues arising from one therapy session are shared at the regular MDT meetings and all therapists in collaboration with staff at the home support the young person in dealing with these issues. All therapy reports are stored securely both electronically and in young people's files.

All information about the work of the therapists with the young people are mostly stored electronically on a secure server as well as in secure files in dedicated offices in the home and school. These are accessible only to authorised personnel. This information is made available to parents, guardians and placing authority on request and in line with regulations.

Positive relationships

15. The arrangements for promoting contact between young people and their family and friends

Except in circumstances that have been specified by a court order, or agreed as part of the care plan, every effort is made to enable young people to maintain contact with their family and friends. When a young person is admitted to Stowe Court, arrangements are made for them to maintain contact with their parents and other significant people in their lives in the most appropriate way for the young person and his/her family. The arrangements, which will cover home visits, contact by phone, email or post, and visits from parents to the home are written into the young person's care plan and the staff support the young person in managing and preparing for the contact according to their needs.

Where appropriate young people have a personal email address, and items of post or emails are passed to the young person by care staff immediately. The home makes regular and at least twice-weekly contact with the young person's parents to keep them informed about how their young person is getting on and school sends home regular updates of school activities. Every young person has a home/school diary.

Protection of young people

16. A description of the home's approach to monitoring and surveillance of young people

There is no electronic or mechanical surveillance equipment used in Stowe Court young people's home.

17. Details of the home's approach to behavioural support, including information about:-

(a) The home's approach to restraint in relation to young people

Staff in Stowe Court have full regard for Regulation 20 of the Young people's Home regulations 2015 which clearly states the circumstances under which restraint might be considered and used. In the context of Stowe Court restraint is only permitted for the following reasons:

- (i) to prevent injury to any person (including the young person)
- (ii) to prevent serious damage to the property of any person (including the young person)

Restraint to a young person must always be reasonable, proportionate and necessary

Staff are fully conversant with the Stowe Court Behaviour Management Policy and subscribe to the notion of positive management of behaviour.

Staff are trained in the use of MAPA, a BILD accredited method of Managing Actual or Potential Aggression. This method of behaviour management was chosen by Stowe Court because it focuses on de-escalating situations and redirecting young people rather than using physical interventions. Restraint at any level is used only when there is no other alternative. The registered manager is a certified foundation, advanced and emergency MAPA instructor and as such ensures that all physical intervention is fully compliant with regulations and that all interventions are at an appropriate level.

The MAPA principles centre around the management of behaviour at different levels – low, medium and high. Low level interventions are when the perceived risk to self or other is low, low level physical interventions are non restrictive and can be undertaken by one or two staff. If a young person is displaying increased levels of risk staff can use medium levels of restriction, medium restriction is used to ensure the safety of all concerned by enables the young person to maintain a degree of control and movement. High level interventions include restricting a young person's movements when to avoid doing so might lead to them causing themselves or others harm. The interventions are each designed and independently risk assessed as being safe to use, they restrict young people's movement to prevent harm and are not intended to completely restrict movement. Technically any of these interventions are deemed to be restricting a young person's liberty and as such are to be recorded in the restraint log, specifying the level of MAPA used. In addition to these holds staff are trained in disengagement techniques which again are categorised as low, medium or high. These disengagements are designed to be used to allow staff to release someone who is holding them and therefore placing them at risk.

(b) How persons working at the home are trained in restraint and how their competence is assessed

The registered manager and Responsible Individual for Stowe Court, are MAPA trainers and ensure that staff remain up to date with their training and that all interventions are reasonable and proportionate. This enables staff to be fully up to date with new legislation and any new techniques introduced by MAPA. Staff are monitored by the MAPA instructors on a regular basis to ensure they are working to agreed MAPA techniques are available to staff if they have any questions about restraint or other physical interventions.

Leadership and Management

18. The Name and work address of:

- a The registered provider**

The registered provider for the young people's home is Hopscotch Solutions Ltd owned by Hopscotch Solutions Ltd
Hopscotch Solutions Ltd
The Shires,
Shires Lane,
Stretton,
Rutland,
LE15 7GT
01780 411944.

Acorn Care and Education Ltd
1 Merchant Place,
River Street,
Bolton
B12 1BX and
1204 38.

b if nominated, the responsible individual

The responsible individual for the young people's home is
Charles Tosan
Hopscotch Solutions Ltd
The Shires School
Shires Lane
Stretton
Rutland
LE15 7GT
1780 44

c if applicable, the registered manager

The registered manager is
Peter Watt
1 Stowe Court
Stretton
Rutland
LE15 7RN
01780 411541
01780 410726

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

The staff team at Stowe Court comprises of a registered manager, Peter Watt, two team leaders and four residential care workers. The staff work in two distinct teams each of which has a team leader, the registered manager works across the two teams to provide a consistent oversight to the day to day running of the home. Where additional staff are required they are provided by a small team of bank staff and on occasion agency staff may be used. In addition there are two full time waking night staff who work on a rotational basis.

Please see Appendix A for details of current staffing at Stowe Court.

Regular training takes place for staff for MAPA, safeguarding, medication handling and administration, first aid, fire safety and autism. The training record is held centrally by the HR department of The Shires and highlights when training needs revisiting or refreshing. The majority of staff working at Stowe Court have a very good understanding of the needs of young people with autism and are experienced in helping them to manage their difficulties. Any specific training requirements will be identified and sourced to ensure that staff are able to fully meet the needs of the young people.

20. Details of the management and staffing structure of the young people's home, including arrangements for professional supervision of staff employed at the young people's home including staff that provide education or health.

In addition to the Registered Manager the staff at Stowe Court includes two team leaders and four residential care workers, the staffing will be supplemented with bank Care Workers where required. The staff team increases and decreases according to the needs of the young people living in the home as defined by their Education, Health and Care plan (statement). As a minimum the home is staffed by 2 day staff on each of the two teams that operate on a two day on two day off pattern, and one waking night staff, working a 4 day on 4 day off shift pattern. Crossover between the day and night staff teams allows good handover of information and allows for day staff staying on longer if the young person are not settling easily.

The registered manager will work a shift pattern that ensures that all staff working at Stowe Court on all teams will be supported by the registered manager.

All staff employed at Stowe Court have monthly supervisions with their line manager.

21. If staff working at the young people's home are all of one sex, or mainly of one sex, a description of how the young people's home promotes appropriate role model of both sexes.

The staff group working with the young people in Stowe Court is diverse, reflecting the strong equal opportunities policy that guides practice. Youngsters work with both male and female staff and staff avoid setting stereotypical gender roles that undermine the notion of equality.

Care Planning

22. Any criteria used for the admission of young people to the home, including any policies and procedures for emergency admission.

Stowe Court has a very strong policy of inclusion, and welcomes young people from all backgrounds. The home accepts both boys and girls from any geographical area, and is non-denominational. Stowe Court will only admit young people of the same gender, either two male or two female.

To be eligible for consideration for a place at Stowe Court, young people must fulfil the following admission criteria:-

- ❖ be of secondary school age
- ❖ have autism
- ❖ have severe learning difficulties

In addition to meeting the above criteria, young people must also satisfy Stowe Court of their suitability for placement by means of an initial assessment. Referrals for places are usually received directly from a placing authority. Parents may also apply for a place for their young person at Stowe Court. We would envisage all young person accommodated at Stowe Court will attend The Shires School for their education. For this reason staff from Stowe Court and The Shires form the assessment team to ensure that we can meet the young person's needs both at the home and educationally.

The assessment team, which may include a member of the therapy team considers each referral. Each young person is assessed through discussion with parents/carers and placing authorities and observation of the young person in his/her home and education setting where possible.

Most of the young people in the home find change to routine very difficult and it is crucial that admissions to the home are carefully managed to ensure that the new young person and the

young people already living in the home are fully prepared for the change that is to take place. For this reason Stowe Court does not usually accept young people on emergency placements.

Appendix A

The current staffing at Stowe Court is

Name	Designation	Experience	Qualifications
Peter Watt	Registered Manager	Peter has worked with young people with special educational needs since 2004 in a variety of capacities across the education sector and residential care. Peter's previous employment was as deputy manager of a 4 bedded children's home which he was involved with from the start, through the registration process and subsequent inspections, regularly achieving good judgements.	Diploma higher education in sport and management Level 5 diploma in Health and Social Care for registered managers Inter-agency safeguarding Safer recruiting MAPA advanced Advanced safeguarding MAPA instructor Medication handling and administering CSE Autism awareness Fire marshalling Food hygiene First aid Risk assessment and audit training (Currently completing Level 4 Diploma in child Psychology) TEACCH

Designation	Qualifications (to include)
2 x Team Leaders (CW4)	Level 3 Diploma in children and young people's services MAPA Safeguarding DSL for safeguarding Food Hygiene Introduction to Autism CSE Fire Awareness
4 x Residential Support Workers (CW 2/3)	MAPA Safeguarding CSE Fire Awareness/marshalling Food Hygiene Equality and Diversity Introduction to Autism All Residential Support Workers will be enrolled on the Level 3 Diploma in children and young people's services
2 x Waking Night Staff (CW3 and above)	Level 3 Diploma in children and young people's services (or working towards completion of course) MAPA

	Safeguarding CSE Fire Awareness/marshalling Introduction to autism Food Hygiene
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Please see training matrix which is regularly updated to reflect current qualifications for individual staff working at Stowe Court.