



Framfield Children's Home
STATEMENT OF PURPOSE
April 2019



Framfield Children's Home
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East Sussex
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The following document is written in accordance with schedule 1 of the Children's Home Regulations 2015 and any Amendments thereafter

Reviewed and Updated 1/04/19 by Emma Chapman

Quality and Purpose of Care Standard

1. A statement of the range of needs of the children for whom it is intended that the Children's Home is to provide care.

Framfield Children's Home will provide full time care for children and young people with mild to moderate Learning disabilities, autistic spectrum Condition, ADHD, social/emotional difficulties and associated challenging behaviours, to include attachment disorders, post-traumatic stress disorders and mental health.

We will offer supportive and individualised care packages for young people with extremely complex behaviours which restrict their opportunities and negatively impact their development, such as issues with physical and verbal aggression, self-harm, absconding, sexualised behaviour and criminal behaviour.

Young people with such complex difficulties may not be best suited in other various placements so it is our aim to offer a homely environment within a specialised children's home setting, with a highly experienced and motivated team, who will work closely with the young people and support them to integrate successfully into society.

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

At Framfield Children's Home, our ethos is based on the belief that all young people should be given the same opportunities in life regardless of their experiences, disability, age, or sexuality.

The Home consists of a dedicated and experienced team who strive to achieve the best possible outcomes for our looked after children and young people and aim to ensure that living in a Children's Home is a positive experience for them. Our philosophy is to value each and every person for who they are as an individual and offer opportunities in life that may have otherwise been out of their reach.

The team at Framfield Children's Home will work in very close partnership with all those who play a role in protecting and caring for the children and young people, in order to meet the over-reaching requirements that run across the quality standards. Framfield Children's Home will promote the best interests of the child or young person at all times, including advocating for the individual to ensure that other agencies fulfil their role and deliver the high quality of support that is needed.

We aim to create a nurturing, family environment which encourages strong bonds between staff and young people and creates a setting where improving self-esteem is a focus in all of the work we do. We strongly believe that young people should be supported and encouraged to achieve their ambitions, and in order to do so, building self-esteem must be a priority.

Children and young people in care should be happy, healthy, and safe from harm, able to develop, thrive and fulfil their potential. We have set out below how we aim to achieve these outcomes for the young people in our care, in the below 5 Every Child Matters points:

Be Healthy

Our Home aims to provide children and young people with an outstanding standard of care which supports a healthy life style in all aspects of their lives. Where the young people are able, they are supported and encouraged to take responsibility for their own health, and are guided by staff to achieve the following outcomes.

- Be physically healthy:

We place a great deal of emphasis on educating the young people regarding the importance of health, and aim to enable them, with careful planning and support, to;

Look after their personal hygiene - by providing the necessary support for the individual. This could in some cases include support and guidance with how the young people manage their intimate care, where the young person's

need has been assessed at a level which requires support in this area. In this case guidance will be provided for staff on how to address this sensitively and appropriately, in conjunction with robust policies and risk assessments which are in place to support staff in carrying out this support. The young people are always provided with information on healthy hygiene and are provided with the necessary products they require.

To be appropriately immunised – Framfield Children’s Home seek all necessary support and advice from medical professionals in relation to immunisations. The young people are provided with such information, especially when an individual may be feeling anxious and in need of some guidance and encouragement. We support our young people to attend immunisation appointments and they are rewarded and praised when they achieve this.

Understand the importance of a healthy, nutritious diet – Our menus are prepared with the in-put of our young people and their suggestions. This is a system which aims to widen the variety of evening meals and gives our young people the opportunity to enjoy meals they may not have previously tried. The menus are planned so that each week there is at least, one vegetarian, one treat meal and a traditional meal, for example, a Sunday roast. We also plan one cultural meal a month to promote the young people’s heritage in a fun experimental activity. All menus are prepared in line with the new Allergen Aware legislation which came into force in December 2014 as well as the 14 foods that have been identified by the Food Standards Agency as having a possible increased risk level to some people, are listed in any meals prepared containing them. At Framfield we have a health and nutrient Champion who is currently training to be a personal trainer.

Understand the importance of getting enough sleep – We encourage this by having structured evening routines for each individual which the young people are encouraged to enjoy and participate in. If a young person is thought to be sleep deprived, individual work will be carried out with them on the importance of getting enough sleep. Appropriate changes will be made to their routine or care plan, and this will be closely monitored by key members of staff.

Take regular exercise – Creative and fun ways to engage in exercise will be included in the activity planners for each young person, which are created by the young person’s keyworker. The extensive facilities within the grounds of our other home in Mayfield, which is a 15-minute drive away, include a gym, outside play area, trampoline, activity kitchen and cinema room which the young people at Framfield Children’s can access. Framfield Children’s Home has a vast outside space with a play area, trampoline which the young people have unlimited access to and local facilities such as leisure centre and trampoline parks which young people are encouraged to access regularly. We keep animals on the land surrounding the Home and the young people will have the opportunity to help care for them with support from staff.

- Be mentally and emotionally healthy

Framfield Children’s Home has a systemic therapeutic approach to its practice and this will begin with a high standard of training, delivered by a qualified Systemic Family Psychotherapist, which the majority of the team will receive. This will be regularly refreshed and will mould the way we work with our young people, who in some cases have had difficult and traumatic experiences in their lives. Framfield Children’s Home recognises that all individuals have different backgrounds, values and beliefs, so it is vital that there is a level of therapeutic input in our daily practice to ensure that we are working in a safe, understanding and person-centred way with our young people who have such complex needs.

Staff also receive training in various mental health awareness and this will be tailored to any individual cases of mental health difficulties our young people experience, for example personality disorder and Bi Polar disorder. This provides staff with knowledge and understanding of how to best look after young people with these conditions, and how to achieve to the best of their ability and live fulfilling lives.

- Be sexually healthy

Young people are supported to gain the best possible understanding of what it means to be sexually healthy and how this is maintained. This is often a difficult subject for children and young people in care so the topic is managed sensitively in one to one key working sessions. If young people have any questions or worries relating to sexual health, they have a staff member available to talk to at all times as well as various other methods they can use to communicate issues of a sensitive nature, like feedback forms or worry books. Staff can provide leaflets and will arrange sexual health appointments as and when appropriate. Referrals are made to the SAS nurse based on their individual needs

Stay safe

Staff work within the *Working Together to Safeguard Children* guidelines and receive regularly refreshed safeguarding training delivered by our own designated Safeguarding Lead. Framfield Children's Home ensures that all children and young people feel safe in their home. They are cared for in an environment which is intended to ensure that they feel able to communicate any concerns about their safety and wellbeing, and that they feel listened to and taken seriously if and when they do. (Please refer to No 10 for more information on Framfield Children's Homes safeguarding policy)

The safety of the young people is Framfield Children's Homes first priority. This is reflected in our recruitment process, care and carefully planned life skills building work, carried out over the course of the young people's placement, in order to support them to learn how to keep themselves safe at all times.

Enjoy and achieve

Framfield Children's Home actively encourages learning and development. Our aim is to create a culture within our team, which encourages everyone to be aware of the areas the young people need help with, for them to be happy, successful, healthy and safe. Our consistent approach to daily structure aims to enable our team to build an excellent understanding of where our young people display strengths and identify where they may need more support. The keyworkers, with support from management and input from the young people, will carefully plan goals for the young people, which may be a challenge for them due to anxiety or behavioural difficulties. They will be supported and nurtured to achieve their goal at a suitable pace and will be rewarded and praised when this is accomplished. (Please refer to No. 3 and No. 16 which provides more information on how we encourage the young people to enjoy and achieve, and how we support education)

Make a positive contribution

We strongly value the importance of consistency in the lives of children and young people and ensure that this is reflected in the care that we provide. There will be clear and structured boundaries and routines in place to help manage their more challenging behaviours and encourage them to express their difficulties in a more positive and creative way. Framfield Children's Home provides a safe and nurturing environment with an excellent level of tailored support in place to ensure that the young people of the home feel listened to, well looked after and inspired to display positive and kind behaviour.

Achieve Economic wellbeing

Young people are fully supported and encouraged to look at their future positively and to reach independence goals that will enrich their confidence and knowledge on how to achieve independence in their future lives as adults.

We will produce extensive independence portfolios for every young person recording the goals, evidence and progress the young person makes with the support from staff, in photos and reports. These are monitored and overseen by the keyworkers and will be implemented when the young people have had a significant and meaningful settling in period.

Through PJJ training centre we are able to offer a range of Post 16 Qualifications that are tailored to meet the individual needs of the young people. The range of qualifications the young people can access focus on them having the appropriate opportunities to develop their skills in independent living, by allowing them choice and control over their educational journey, which is fully supported every step of the way.

Through access to a tailored range of suitable qualifications the young person is encouraged to reach their full potential and achieve as they prepare to move onto adulthood.

Through the Training Centre offering specific qualifications the young person is able to plan and reach their goals allowing their aspirations to be achieved through success. Achievement is further supported through dedicated correctly trained 'sector' specific staff who not only have the sector subject knowledge but also the skills and ability to support and teach the young people. They achieve this through fun, well planned differentiated and resourced sessions that are innovative in meeting each child's individual specific requirements.

During the young person's educational journey, they have the opportunity to set their own targets supported by the competent and dedicated Training Centre staff.

Our ultimate aim, through our post 16 curriculum, is to prepare and equip the young person with the skills to participate in meaningful employment or voluntary work in order to increase self-confidence, esteem and a sense of worth giving a complete sense of achievement.

3. A description of the accommodation offered by the Children's Home, including

- a) How accommodation has been adapted to the needs of the children
- b) The age range, number and sex of children for whom it is intended that accommodation is to be provided
- c) The type of accommodation, including sleeping accommodation

- a) Framfield Children's Home has been adapted in order to ensure it is a safe, suitable, homely and enjoyable space, for children and young people with a range of needs. For example, it has comprehensive fire precautions and has large communal areas where staff and children can socialise. Further adaptations will be made when necessary, and the management team will ensure that the accommodation will always meet the needs of the young people.
- b) Framfield Children's Home has a maximum occupancy at the moment of 5 young people of either sex aged between 5 and 18 years. However, in recognition that our children and young people are particularly vulnerable and it is not always appropriate for them to leave our Home by their 18th birthday, we are registered to offer continued support up to the age of 25. Under these circumstances we would comply with the wholly and mainly guidance. Certain circumstances for this could be:
 - Where the young person's moving on placement has fallen through and the placing authority is seeking alternative arrangements
 - Where the young person is in education and wishes to finish their course
 - Where the young person wishes to remain with siblings who are also accommodated at the Home
 - Where there is an agreement, including the young person that s/he is not yet ready to leave and a focused plan is in place to achieve this.

Under any of these circumstances there may be occasions when we are providing care and accommodation for more young adults aged 18 years and over, than children aged 17 years and under, however over a 12-month period we would comply with the Wholly or Mainly policy.

- c) The house is a large detached building set in 6 acres of land and is decorated to a high standard which the young people will be encouraged to have input with, so that they are supported to gain a sense of belonging and feel at home in their surroundings.

We recognise the importance of both companionship and privacy and this is reflected in the layout and atmosphere of the Home at Framfield.

The home has aesthetically pleasing and comfortable communal areas such as an extremely spacious, bright living room which is equipped with large and comfortable leather sofas, a television, DVD player and there are beautiful and calming country views from large windows.

There is a separate dining room next door to the kitchen which is also of a good size. It provides space for communal meal times for the young people and staff, in order to promote a family experience and atmosphere. There is a second lounge in the upstairs of the house which creates the opportunity for the young people to spend their evenings separately if they wish. There is also garden access from the dining room.

There is a very large, attractive fully fitted kitchen in the Home which is of excellent quality, including safe appliances so that the young people can safely partake in preparing meals with staff as part of their

independence and life skills training. There are double doors opening to a patio area within our vast garden, containing a play area and a generous amount of space for the young people to utilise.

There are 4 double bedrooms, each of a generous size, enabling the young people to have a double bed if they choose. Each room has space for an area for young people to complete homework in the privacy and comfort of their own bedroom. The bedrooms are decorated to reflect the young people's interests, preferences and tolerance, and they are always encouraged to keep their personal spaces clean and presentable so they are a calming and positive space. Each of the bedrooms benefit from country views of the gardens and surrounding areas.

There are two good sized bathrooms near to the bedrooms upstairs, one of the bathrooms contains both a shower and bath for the preference of the children and young people.

The maintenance of the Home is an ongoing project, there is an efficient and effective system in place whereby all maintenance issues are dealt with quickly and to a high standard.

4. A description of the location of the Children's Home

Framfield Children's Home is located in the village of Framfield which two miles is east of Uckfield. The Home is situated within the beautiful East Sussex countryside and benefits from approx. 6 acres of land, set well back from the road with access only via a long driveway.

The Home is situated in a rural village with a very low crime rate. The local police have confirmed that they do not hold any concerns regarding the locality of the Home, the safeguarding of the young people, or those residents near to the Home.

The Home is located in East Sussex therefore has close access to a wide range of very good resources for children and young people with learning difficulties which include:

- Special Schools within 10 miles of the Home (Grove Park, Crowborough and Grove Park 6th form college)
- Speech & Language Therapists accessed through educational channels
- CAMHS (Child & Adolescent Mental Health Service)
- FISS (Family Intensive Support Service)
- Access to a learning disability Nurse and Looked After Children's Nurse
- Doctors Surgery in Framfield Road, Uckfield (Bird In Eye Surgery)
- Hospital in Tunbridge Wells (10 miles) and Eastbourne (15 miles)
- Cottage hospitals in both Crowborough and Uckfield offering minor injuries unit
- Learning disability dentist (Sturton Place – Community dental clinic Hailsham)
- Dental surgeries in Uckfield
- Chiropodist
- Specsavers in Uckfield

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

Framfield Children's Home respects and values diversity and religious beliefs. The specific requirements of individuals will be met whenever possible. This will be discussed at the time of placement and plans will be put in place for meeting specific needs, which will be agreed with the young person and placing Authority.

If a young person wishes to pursue a particular cultural or religious belief, it is important that they feel able to do so. The staff team will always actively support the young people in pursuit of their beliefs, and will accommodate all requests to support this, whether it is a particular food, studying information, clothing or a place of worship.

Children are encouraged to take part in activities which reflect their diversity of race, culture, religion, language and abilities. Birthdays, cultural and religious festivals are celebrated as appropriate. The Home organises "cultural nights" once a month where there is a different theme for the evening meal. On special occasions, this will include music and the staff and young people will make decorations to display for the event.

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6. The details of who to contact if a person has a complaint about the home, and how that person can access the homes complains policy.

Framfield Children's Home has a Complaints Policy and Procedure which is available to all upon request. The home also has an External Complaints policy. Young people are provided with a "young person's guide" at the start of their placement, which contains the complaint's policy, and they are shown how and where to access complaints forms which are kept in the black drawer of the shelving unit in the living room.

The young person's guide also contains the following contacts:

- Child line
- Ofsted
- Advocacy Services
- The Children's Commissioner
- Social worker

If any person wishes to make a complaint about the home, then they should contact the Registered Manager Emma Chapman (Please refer to section 18 for contact details). External complaints will be dealt with by the Registered Manager, or if necessary, the registered provider. External complaints can also be sent to Ofsted.

Wherever possible complaints are discussed at an informal level with the Registered Manager in the hope that they can be resolved as quickly as possible, with the minimum of anxiety to the young person.

Should the young people, for any reason, feel unable to use these methods to communicate safeguarding worries or complaints of any kind, then they are encouraged to use our robust and closely monitored complaints procedure which is available to them at any time and is accessible from within the home. In the event that a young person feels unable to share their worries or fears with staff at Framfield Children's Home then they have the option of direct access to their parent (if appropriate) or their Independent Advocate, Social Worker or Ofsted. Many complaints are, upon discussion, an expression of dissatisfaction and can be easily explored and remedied to the young person's satisfaction and recorded.

The young people are also able to contact their social worker at request, and have time allocated once a month with the independent visitor.

All young people will:

- be heard by the staff team
- be reassured by the staff team that they will be taken seriously
- will have their complaint acted upon
- be given support throughout
- be kept informed throughout
- will be given names and telephone numbers of organisations who can help them independently if they are dissatisfied e.g. Ofsted, their Local Authority Complaints Officer, Advocacy, or the NSPCC.

Unless the complaint is against the Registered Manager, it is the Manager who will conduct any investigation. The Manager will inform the young person's Social Worker and any other parties with a legitimate interest in the welfare of the young person and decisions may be made to involve other professionals such as Child Protection Teams.

Where the complaint is a safeguarding issue concerning a member of staff, the member of staff will be immediately suspended pending review and investigation of the complaint. Complaints against staff can lead to the Disciplinary Procedure being invoked and our policies and procedures will be followed at all times.

All complaints, whether made verbally or in writing are recorded on Complaint Forms and kept on the young person's case file as a formal record, available to the young person, their Social Worker and Ofsted.

Any person can make a complaint about the discharge by the Home of any of its functions. There is no restriction on what may be reasonably complained about.

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The complaint will be dealt with in the following way

- The Registered Manager will attempt to deal with the complaint to the satisfaction of all parties
- The Registered Provider will attempt to deal with the complaint if the complaint involves the Registered Manager.
- The Registered Manager/Provider will acknowledge the complaint within seven days of receipt
- Complaints will usually be investigated within twenty-eight days.
- The complainant will be informed, in writing, if there is any delay in the investigation.
- Following the investigation, the Registered Manager/Provider will write to the complainant with the results of the investigation confirming the action, if any, to be taken.
- If the external complaint is partly or not upheld at all, the complainant has the right to appeal within twenty-eight days of the date specified to the Registered Provider.
- The Registered Provider will attempt to undertake the appeal within twenty-eight days of receipt and carry out an investigation regarding the complaint.
- The Registered Provider will inform the complainant in writing of a revised timetable if there are any delays
- The Registered Provider will inform the complainant in writing the outcome of the appeal. This will then conclude the internal investigation.
- External complainants retain the right at all times to refer their complaint to external regulatory bodies such as the Local Authority and Ofsted.

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

Upon request by any person, body or organisation involved in the care or protection of a child, our full policies on behaviour management and safeguarding will be provided by the Registered Manager.

The Home has a comprehensive Safeguarding and behaviour management policy and procedure in place. Framfield Children's Home is based in East Sussex and therefore comes under the East Sussex Local Safeguarding Children Board (ESLSCB). The Home's policy and procedures are in line with the current ESLSCB procedures and an up to date copy is always available at the Home.

The Children's Views, Wishes and Feelings Standard

8. A description of the Children's Home's policy and approach to consulting children about the quality of their care.

Framfield Children's Home encourage young people to give their views and to have a say in the way they're looked after. This is managed in a creative way which the young people feel comfortable with and we believe that the young people benefit a great deal in many aspects of their lives when they are involved in their care, feel listened to and respected.

All children and young people will be consulted on their views and are included whenever possible in all discussions and decisions that need to be made. The children are encouraged to attend a key-working session once a week, meeting their own keyworker on a one to one basis. A House meeting is held once a month involving all young people and staff.

The young people are given a "monitoring of care" form which gives them the opportunity to put their views down on paper. This is in addition to child friendly care plans which is a positive way to involve the young people in their care planning process and encourage them to actively take part in goal setting.

Those who want to take part in the recruitment process are given the opportunity to partake in interviews for new applicants with support and supervision from staff. They can prepare questions for the applicants and are supported to ask them in a safe environment. The young people are also very involved with the day to day running of the Home, for example with the daily menu and their activity planners, and they all receive a 'young person's guide' at the time of their placement beginning. All children and young people will be supported to develop self-esteem, independence and self-confidence.

Where children and young people are not easily able to vocalise their wishes, keyworkers will use a variety of means to communicate with the child including undertaking one to one activities to assess their skills and ascertain whether the child likes or enjoys that particular activity. If there is any aspect of their care the young people or their families wish to discuss, they are encouraged to do so either with the support staff or Registered Manager.

The young people are involved in and consulted with in relation to all aspects of their lives at Framfield Children's Home, including their care, community, future, interests, culture, religion, education, aspirations, life stories, families and their role in society, through the below methods:

- Involvement in meetings such as LAC reviews, PEP meetings and placement planning meetings.
- Weekly key-working sessions
- Monthly resident meetings
- Menu and activity planning
- Child Friendly care plans
- Single bedrooms
- Access to advocacy
- Access to social workers and other agencies
- Access to health provisions
- Regular monitoring of care questionnaires
- Young person's guide containing important contact numbers including Child Line and Ofsted
- A clear and accessible complaints and compliments procedure
- Visits from the Independent Visitor
- Access to a cordless telephone to make private calls to family members if appropriate

9. A description of the Children's Home policy and approach in relation to:

- a) Anti – discriminatory practice in respect of children and their families
- b) Children's Rights

- a) Staff at Framfield Children's Home are committed to working with young people in an anti – discriminatory manner and do not discriminate against any young person or family member, on any grounds whatsoever. In recognition that many of our young people come from difficult backgrounds, we strive to provide an atmosphere where all young people feel safe enough to challenge anything that makes them unhappy or feel unsafe.

We provide a safe environment where all the young people are able to contribute to the Homes goals and ethos, irrespective of their gender, race, disability, family, sexual orientation, age, religion or beliefs. All children and young people will be treated equally, with respect, and in turn the young people are guided to treat the staff in the same way.

There are clear policies on how Framfield Children's Home promote anti-discriminatory practice, which all staff members are required to read at the beginning of their employment. Equal opportunities and anti-discriminatory practice is a theme which runs through all training, as a way to ensure that the topic is consistently discussed and influences our day to day practice. This approach will always be adopted when working with the families of our children and young people.

All children and young people are actively encouraged to make choices and decisions about their needs and wishes. All staff recognise this as the underpinning foundation of all the work they undertake with children and young people at Framfield Children's Home. It is recognised and understood that children and young people will sometimes behave in a way that will result in consequences. When this happens, the consequences will be applied fairly and consistently in line with current Standards. Staff are clear that the purpose of consequences with young people is to promote change and positive behaviour, not punish.

PJL Healthcare are committed to equal opportunities and anti – discriminatory practice, both in terms of the staff it employs and the children and young people it looks after.

- b) Children and young people who are looked after in children's homes face many difficulties in their lives, living away from their families. It is of crucial importance that they are supported through their journey, and that those caring for them ensure that all children and young people understand their rights, and how to access advocacy services available to them.

The young Persons guide, which all children and young people at Framfield Children's Home will receive, includes important information on Children's rights as well as contact details for their social worker, Ofsted, Advocacy services, and the office of the Children's Commissioner.

All children and young people, wherever they are, whoever they are with and whatever they are doing, have these fundamental rights while in the care of Framfield Children's Home:

- To be valued as an individual
- To be treated with dignity and respect
- To be cared for as a child first
- To be safe
- To be provided with emotional support
- To be developed as a member of society
- Non – discrimination
- To express his/her opinion freely and have that opinion taken into account in any matter concerning the child
- Privacy
- Access to appropriate information
- Access to advocacy
- Protection from abuse and neglect
- Education
- The highest standards of medical and health care
- Specialist care and education training if disabled
- Leisure, recreational and cultural activities
- Protection from abuse and exploitation
- Protection from bullying

The Education Standard

10. Details of provision to support children with special educational needs

Framfield Children's Homes recognise that all young people have the right to education and understand the importance and significance of education in the lives of young people, and how education can enrich and empower them. Education is a high priority to us and a great deal of emphasis is placed on encouraging the young people to reach their optimum potential.

Educational needs are assessed for each individual. The Home has a long and positive close working relationship with schools, in order to keep up a very high standard of communication, to work together to manage challenging behaviours, and to ensure a consistent and familiar approach is maintained throughout their lives.

We believe that consistency from all those involved in the care of young people achieves positive outcomes and leads to young people feeling safe and looked after in all areas of their lives. Young people need to be emotionally supported in order to focus on their education so it is vital that all agencies are working together to achieve the best possible outcomes for the individual.

Framfield Children's Home has a commitment to the young people's development and focuses on building social skills, independence skills and self-confidence. The young people are encouraged in these areas not only to engage them but to help them enjoy education. Rewards systems are in place to acknowledge progress and positive change the young people achieve in their lives.

Where possible the children and young people at Framfield Children's Home attend Special Schools in and around the county and are transported by home staff.

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In addition to this, our own training centre offers young people aged 16 years or over the opportunity to gain qualifications, based on their interests and skills and are tailored to their needs (please refer to No.2, ethos and outcomes for more information) The staff team also support and encourage all young people with their homework. There is adequate provision for private study, activities, hobbies and private meeting areas within the Home, in individual Houses and activity rooms. Where appropriate, personal computers/laptops are provided with a desk and a chair within a bedroom area. All computers are protected and activities supervised as and when appropriate.

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.

The Home is not registered as a school, please refer to number 10.

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

The Enjoyment and Achievement Standard

13. The arrangements for enabling children 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

We believe that it is paramount to recognise an individual's strengths and provide praise when a young person achieves a goal or displays positive behaviour. The staff team at Framfield are committed to supporting and working with the young people in our care to make positive progress in their lives and successfully deal with significant life changes.

Each young person's interests and strengths are encouraged and this is reflected in our extensive activities, achievements, goals and independence system.

We believe that young people should live in a stimulating environment that offers a variety of activities both within the Home and through carefully organised and controlled activities locally and further afield. The older young people for instance may request to go to discos and clubs locally or in the surrounding towns such as Eastbourne and Tunbridge Wells. Participation in activities is seen as a way to channel negative energies, learn new skills, develop a level of fitness, develop social skills and peer groups, teamwork, confidence and positive achievement.

Our other Home has its own purpose built indoor heated swimming pool which is available for use under strict and trained supervision. There is a large garden extending to almost 2 acres of land with a play area and an area for sitting and eating outdoors when weather permits. All children and young people also have access to the activity room and small gym. These facilities are useful when planning group activities.

In the early stages of a young person's stay, activities will be based around what they like to do and in what they have been successful in. Any special interests will be catered for especially if these have been a feature in their lives prior to admission.

As the placement develops, the young person will be encouraged to undertake new, different and challenging pursuits in order to extend their skills and experiences and to give them confidence to try new things in all aspects of their life. Framfield Children's Home staff place great importance on the planning of child centred activities, which entails the planning of specific programmes which are discussed with each resident and planned by keyworkers, to give a balanced range of cultural, recreational and sporting activities.

The young people will be given a 'Young Person's Guide' on arrival which has information on activities available to them both locally and further afield.

Where safe and appropriate, children and young people will have access to computers for recreational and educational use in their own room or in communal areas. All computers are protected and activities are carefully supervised as appropriate.

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Activities at Framfield Children's Home include:

- Summer barbeques
- Playground within the gardens
- Games in the garden
- Celebration of festivals
- Local bike rides
- Country walks
- Caring for animals

Activities at Mayfield Children's Home include:

- Cinema room
- Small gym
- Sensory garden
- Interactive magic carpet
- Heated indoor swimming pool

Local activities include:

- Walking to Framfield Village
- Weekly food shopping
- Walking in the Ashdown forest
- Shopping in Tunbridge Wells
- Eating in local pubs and restaurants
- Outings to the zoo at Drusilla's in Alfriston and the wild animal parks at Howletts and Port Lympe
- Trips to the seaside at Eastbourne, Bexhill, Hastings and Brighton
- Trips to Bewl Bridge Reservoir
- Observing the stock car racing at Arlington Stadium
- Bodiam Castle
- Bluebell Railway
- Disco's and clubs locally and in adjoining towns
- Urban jump trampolining club in Heathfield

Activities further afield include:

- Chessington World Of Adventure
- Thorpe Park
- Legoland

The annual holidays for children and young people are a very important part of their life at Framfield Children's Home. These holidays are taken in a wide variety of locations including overseas trips and as far as possible the children and young people are encouraged to participate in choosing their holiday destination.

The Health and Well-being Standard

14. Details of any health care or therapy provided, including –

- a) Details of the qualifications and professional supervision of the staff involved in providing any healthcare or therapy
- b) Information about how the effectiveness of any health care or therapy provided is measured, evidence demonstrating the effectiveness and details of how the information or the evidence can be accessed.

- a) Where specific therapeutic techniques are identified in a Care Plan and approved by the child's placing Authority, they are carried out only by a practitioner holding a currently recognised qualification in the therapy concerned and whose qualification has been independently verified by the Home.

Framfield have close links with a number of therapeutic services locally which enables the young people to have access to a host of therapeutic support including relationship therapy, music therapy, equine therapy, art and play therapy and CAMHS.

- b) Framfield Children's Home will work closely with any therapists providing a service to its young people and will ensure that any identified needs resulting from such services are recorded and kept on file, communicated to other relevant agencies and are actioned appropriately.

The effectiveness of any health or therapeutic services received by our young people will be monitored, by ensuring that close and positive working relationships are upheld with the practitioner, and an excellent level of communication is maintained. Framfield Children's home will ensure that, where appropriate, we take guidance from therapists and include suggested strategies in the young person's care plan.

The effectiveness will be evidenced in behaviour monitoring systems, which will be regularly reviewed. Evaluations will be carried out in cases where it is identified that strategies are failing, or it is noticed that a young person requires additional support in a particular area of their life. The effectiveness of any therapy or health service provided to the young people will also be discussed in meetings and LAC reviews. All records will be kept on file and will be available upon request from people who are involved in the care of the young people.

The team at Framfield Children's Home apply a Systemic Therapeutic approach to their practice and this is influenced by a high standard of training and supervision delivered by a qualified Systemic Family Psychotherapist (Ba hons, MSC), which the whole team receive. This is regularly refreshed and moulds the way we work with our young people who have had difficult and traumatic experiences in their lives. Framfield Children's Home recognises that all individuals have different backgrounds, values and beliefs therefore it is vital that there is a level of therapeutic input in our daily practice, to ensure that we are working in a safe, thoughtful and understanding way with young people who have such complex needs.

Framfield Children's Home work closely with the qualified systemic family therapist and will seek additional consultation sessions for staff who are working with young people who display particularly challenging behaviour, in order to work with them in the best possible way.

This training enriches the quality of staff supervision which will ensure consistency throughout the organisation.

The Positive Relationships Standard

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

Framfield Children's Home highly values the importance of supporting and encouraging family relationships where appropriate and recognise that young people having links with their families and knowledge of their history is an important part of their emotional development and attachment needs. When a young person expresses a desire to do so, they are supported to take part in life story work with their keyworkers, which staff will receive training in from a Systemic Family Psychotherapist.

Where it is appropriate to do so, the management team work very closely with the families of the young people and ensure that they are involved in their care planning. The team have an excellent understanding of the complexities families face when a child is looked after by a Local Authority and that family relationships can sometimes become difficult for the young people. We therefore work in an extremely sensitive and non-judgemental manner with families to support these relationships.

We encourage families of the young people we look after to give their views of the Home and make suggestions. This will be carried out in regular consultation questionnaires, as well as verbal feedback during visits, meetings and regular telephone contact.

Contact arrangements with family and previous carers are agreed and planned with the placing Authority. All information relating to family contact is kept in the young person's individual files. Visits are encouraged whenever possible and these are managed in a clear and structured way with the young person's wishes and views in mind at all times. Visitors will be offered the opportunity to share meals and refreshments. Prior to any visit, staff will ensure that the family have a room prepared as a quiet space to chat in private whenever possible. Staff will assist young people visiting their parents in any way deemed in their best interests and agreed as part of their care plan.

All contacts are recorded on the young person's file. Any variation in contact arrangements will be made in full consultation with the local authority. It is the responsibility of staff to monitor contact in the best interests of the young person to ensure experiences remain positive.

The Protection of Children Standard

16. A description of the Children's Home's approach to the surveillance and monitoring of children accommodated there.

Framfield Children's Home take an incredibly sensitive and discreet approach to surveillance within the home, to ensure that we respect the dignity of the young people at all times.

In order to safeguard our children and young people, Framfield Children's Home have fitted door sensors on each of the bedrooms and external doors. The sensors discreetly alert staff if someone has left the building, or if the young people leave their bedrooms at night. Permission for this system from social workers or parents will be kept on file when young people are placed at Framfield.

It may be necessary in extreme circumstances to use monitoring devices for the surveillance of children within the Home in order to ensure their safety and welfare. This will only be put in place with the agreement of a multi-disciplinary team meeting and only if deemed in the best interest of the young person.

Framfield Children's Home have an onsite training centre for both Framfield and Mayfield Employees, the flow of traffic coming in and out of the home, has increased over time and therefore, Framfield have a door bell system and coded gate at the top of the drive and some additional fencing around the home, in order to ensure the home entrance, offices, training centre and sheep field are separated, CCTV is no longer in use on the driveway. This ensures the entrance to the home has a homely feel.

17. Details of the Children's Home's approach to behavioural support, including information about

- a) The homes approach to restraint in relation to children.
- b) How the persons working in the Children's Homes are trained in restraint and how their competence is assessed.

In an ordered and caring society, rules are necessary. At Framfield Children's Home rules and boundaries are introduced to ensure the safety and wellbeing at all times of both staff and young people. These boundaries are established around socially acceptable behaviour and help ensure that young people are always safe, valued and well cared for. Dignity and respect are paramount at all times.

Framfield Children's Home has an excellent understanding of challenging behaviour. Through a supportive learning & living environment we aim to empower the young people in our care to develop positive functional behaviours, which are acceptable within the community. We believe that with the right support and approach, young people can learn more acceptable ways of dealing with difficult emotions. This is an ethos which is highly influenced by the therapeutic training received by all staff, and our behaviour management policy.

- a) It is the Homes policy that restraint must only be performed as last resort and all staff must do their utmost to use nonphysical intervention and a therapeutic approach in crisis situations and incidents. All restraints are measured to be proportionate, safe and necessary, according to training.

Framfield Children's Home staff understand that young people can be very confused about their feelings and become angry and upset. There may be times when a young person is at risk of hurting himself or herself, another resident or staff or causing serious damage to property. At these times staff may need to physically intervene until a young person has regained their self-control. Also at these times a child or young person may be encouraged to go to their own bedroom which is their own private place of safety to calm down.

- b) Staff are trained in Team Teach. The aims and objectives of the course are as follows: To promote the least intrusive positive handling strategy and a continuum of gradual and graded techniques, with an emphasis and preference for the use of verbal, non-verbal de-escalation strategies being used and exhausted before positive handling strategies are utilised.
 - To enable services, develop acceptable and authorised responses to disruptive, disturbing, angry and aggressive behaviours in a manner that maintains positive relationships and provides safety for all, by training in Team-Teach.
 - To reduce the number of serious incidents involving physical controls in all settings and to emphasise the importance of exhausting behaviour management strategies in the first instance.
 - To increase the awareness of staff concerning the importance of recording and reporting, monitoring and evaluating, all incidents involving positive handling.
 - To provide a process of repair and reflection for both staff and children.
 - All staff members will have their competency assessed during training initially. Staff will then be assessed in supervision and during their de brief following an incident. Training will be refreshed within the required time scales, and any concerns about a staff member's competency when using restraint will be addressed.
 - In all circumstances, the use of intervention will be recorded in a format required in the Children's Home Regulations 2015 and any Amendments thereafter. All parties with a legitimate interest in the welfare of the

young person will be informed of the restraint and all personnel involved in the situation will be offered debriefing and support; this includes the young person and staff involved.

The Leadership and Management Standard

18. The name and work address of:

- a) Registered Provider
- b) the Responsible Individual, if one is nominated
- c) the Registered Manager (Acting Manager), if one is appointed

The Registered Provider is:

PJL Healthcare Ltd
Mayfield House
East Street,
Mayfield, East Sussex
TN20 6TZ
Company Number: 5818961

The Responsible Individual is:

Mr. Paul Sellars
Director
PJL Healthcare Ltd
Mayfield House
East Street
Mayfield
East Sussex
TN20 6TZ
Telephone: 01892 770263 Mobile: 07768505911

The Registered Manager is:

Emma Chapman
Framfield Children's Home
Acre Farm
Blackboys Road
Framfield
East Sussex
TN22 5PN
Tel: 01825 890 752

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

Framfield Children's Home will recruit a staff team to suitably staff any children accommodated in the home. We will be seeking to recruit, as far as possible, a staff team with relevant experience, holding the Level 3 diploma or equivalent qualification. The Management Team at Framfield Children's Home places great emphasis on the training of staff and PJL Healthcare has its own training centre with a full time Training & Quality Assurance Manager based on site.

Reviewed and Updated 1/04/19 by Emma Chapman

All new staff undertake the Induction Standards as part of their six months' probation training and automatically participate in the in-depth 6 week rolling programme of statutory and specialised training that is provided for all staff.

Those who have not already achieved a Level 3 Diploma, or equivalent, will automatically be registered to undertake the Level 3 Diploma in Residential Care within 6 months of having their probation confirmed. Each staff member will be required to complete their diploma within two years. This will be organised and delivered by our own P JL Training Centre Trainers and Assessors.

Our Training & Quality Assurance Manager holds the Certificate in Post 19 Education, Level 4 Management, as well as A1 and V1 Awards as an Assessor and Internal Verifier.

Framfield has a long standing and close working relationship with a Team Teach Instructor who ensures every member of staff is highly trained in order to keep the children, young people, themselves and their colleagues safe should a potentially dangerous situation arise with our young people.

All staff attend training that not only covers the mandatory requirements of the Quality Standards but also specialisms that are required to meet the needs of individual young people:

- Safeguarding Children
- Safeguarding Adults at Risk
- Communication Strategies
- Medication
- Working with Challenging Behaviour
- Team Teach training
- Fire and Emergency procedures
- Firefighting equipment
- First Aid at Work
- Health and Safety including Principles of Moving & Handling
- Food Safety
- Self-Harm
- Child Sexual Exploitation
- Radicalisation awareness
- E Safety
- COSHH
- medication

This list is not exhaustive

The above list is a snap shot of training at Framfield as P JL Training Centre also offers NCFE/CACHE qualification courses at Level 2 and Level 3 covering Health, Social Care and Educational Sectors. There are also a wide variety of CPD courses to help progress staff personally.

As P JL Healthcare is dedicated to learning and meeting the needs of individuals, the Training & Quality Assurance Manager will seek external sources of training if a young person is admitted with a condition not previously experienced.

20. Details of the management and staffing structure of the children's home, including arrangements for the professional supervision of staff including staff who provide education or healthcare.

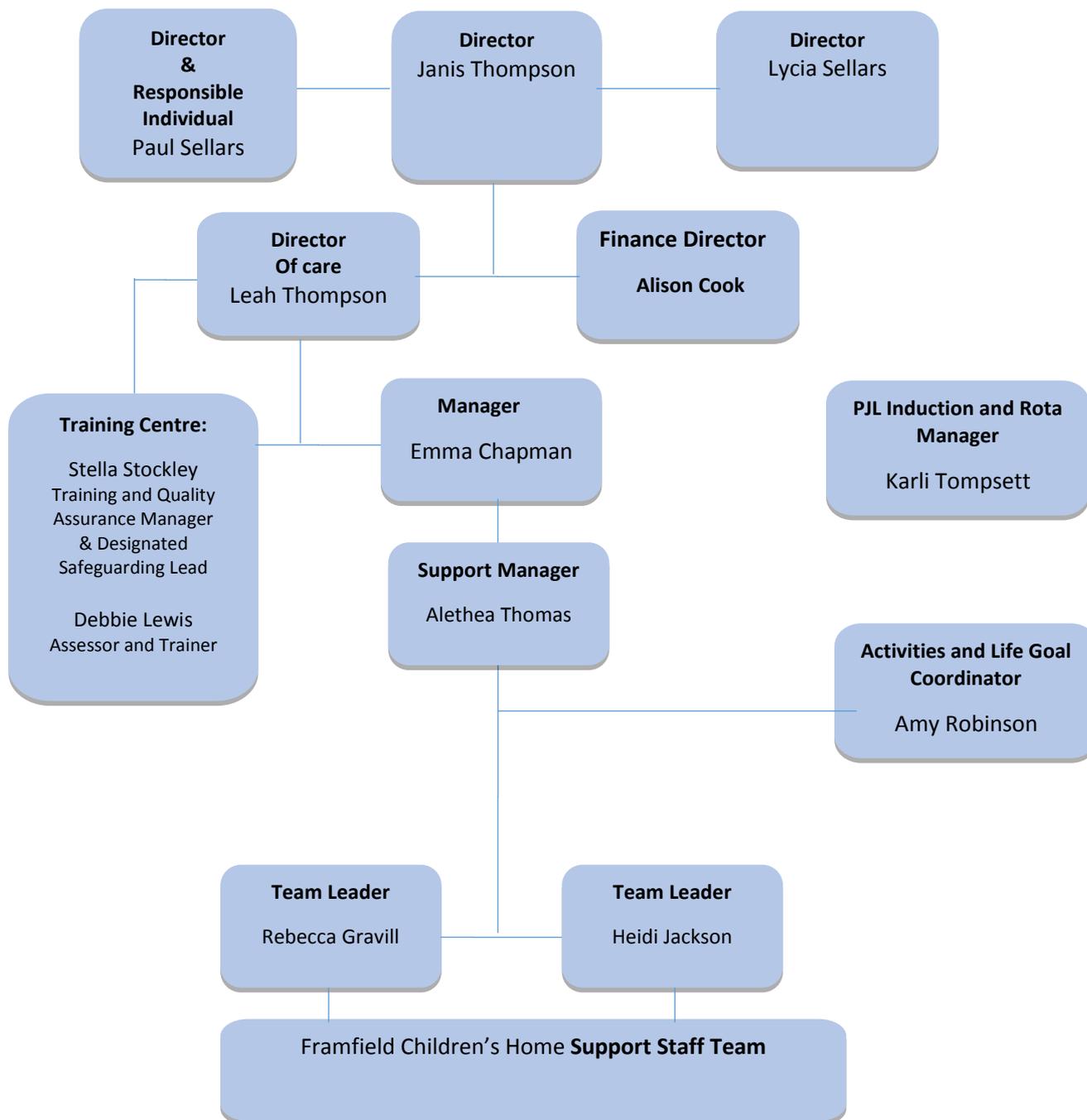
Staff are supported regularly through a formal supervision process. New employees receive additional support, from the Rota and Probation manager in regular progress meetings. Continued Personal development is visited with each member of staff in supervision. This plan also links to the needs of young people placed at the Home to ensure all their needs are being met by the staff team and that, individually and collectively, they have the knowledge and skills to provide safety, security and development for each young person and the staff member is moving forward in his/her career. Staff are appraised once a year.

Reviewed and Updated 1/04/19 by Emma Chapman

Framfield staff team consist of a core team who work day and sleeping night shifts.

Framfield Children's Home have two preferred agency staff providers which can supply agency workers to work within Framfield Children's Home, during times of requiring additional staffing, this is in addition to Framfield Children's Home core staff group. All agency staff will be inducted into Framfield Children's Home and read all care plans, policies and procedures.

Please see management and staffing structure on the following page.



21. If the staff are all of one sex, or mainly of one sex, a description of how the home promotes appropriate role models of both sexes.

Currently our staff team is 15, this includes senior managers who also work on shift. Our current Staff team consists of 13 females and two male employees. We recognise the importance of having both male and female role models for our young people.

PJL Healthcare Ltd. support workers are employed to work for the company at either of our Children's Homes which allows the flexibility to meet the needs of the young people at all times.

The Care Planning Standard

22. Any criteria used for the admission of children to the Home, including any policies and procedures for emergency admission.

Every admission to Framfield Children's Home will meet the criteria set out in our Statement of Purpose. Every referral to Framfield Children's Home is subject to a comprehensive assessment, which allows his or her individual needs to be identified and to see how we can best meet those needs. This process focuses largely on matching suitability which takes into consideration the needs of all the young people in placement and the level of impact and risk new placements will have on the wellbeing and progress of young people already placed at Framfield. The matching process takes the lead in placement assessing to ensure that the best interest of the young people is considered when making decisions relating to referrals. The majority of children and young people accommodated at Framfield Children's Home will receive one to one care, thus enabling them to partake in activities, promoting choice whilst working towards independence. Children and young people are encouraged to live within a community and as far as possible experience a loving homely environment which will help them to develop their social and life skills.

The process for admission to Framfield Children's Home is as follows:

- Social Worker/Placement Officer contacts the Manager to enquire about vacancies/tenders are completed
- Discussions follow regarding the appropriateness of referral with regard to the needs of the young person and the dynamics of the current resident group.
- The Manager will meet with the Social Worker and arrange visits to meet the family, the child/young person and the current school.
- A pre-admission assessment is then made for the child, taking into account the current care, the health needs and the educational needs. The assessment looks at how Framfield Children's Home can meet the needs of the child.
- A Transition plan is drafted and discussed with the Social Worker.
- The child/young person is given a copy of the Children's Guide.
- An initial visit and further discussions will take place with the placing Authority and with the young person who is being referred.
- Once the placement is agreed a bedroom is prepared and staffing arrangements are made.
- A detailed Care Plan is completed within one week of admission.

Together with the Local Authority a placement planning meeting will be held and a plan written which sets out how the placement will contribute to meeting the needs of the individual, the type of accommodation offered to the young person, delegated authority, and records the wishes and feelings of the young person. This information will be shared with the IRO.

If it is not reasonably practicable to prepare the placement plan before making the placement, the placement plan will be prepared within five working days of the placement beginning.

Framfield Children's Home believes that children and young people form more positive attachments to the Children's Home and staff when there has been a planned and meaningful transition period and thorough assessment process. It is for this reason that we do not accept same or next day emergency referrals.