

Wycombe Care

Statement of Purpose

Reviewed August 2021

The children's Home's (England) Regulations 2015: The quality and purpose and care standard



Contents

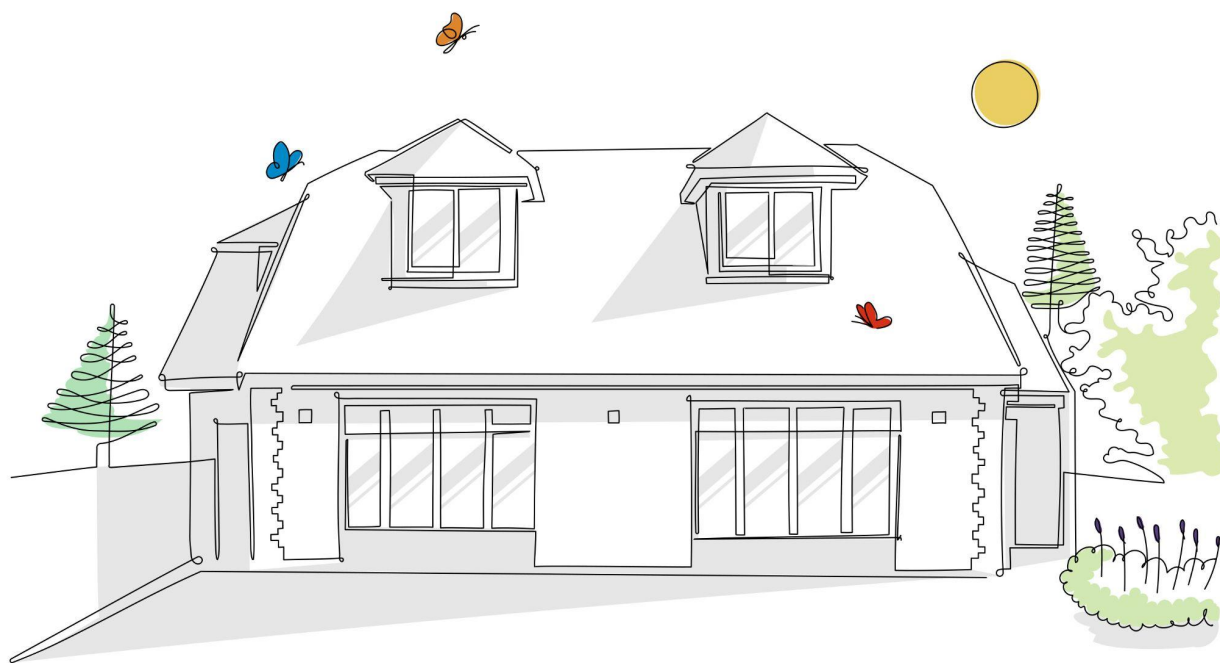
Introduction	4
Our houses	4
What we believe	5
Our approach	5
Listening to children's needs and wishes	5
Helping children see their family and friends	6
Learning and education	6
Hobbies and activities	6
Religion and culture	6
Communication needs	7
Anti-discrimination practice and children's rights	7
Helping children move on from Wycombe Care	8
Supporting children's behaviour	8
Monitoring and surveillance	8
Managing unacceptable behaviour	8
Therapy	9
Staffing	9
Admissions	10
Planned admissions	10
Emergency admissions	11
Contact Details	11

Introduction

Wycombe Care is registered by Ofsted to look after up to 7 children and young people (we'll call them children from now on) up to the age of 18 years, of either sex, who have a learning disability, a physical disability, or both.

Our houses

We care for our children in 2 adjacent houses in a quiet residential area on the edge of Luton in Bedfordshire. Between them, our houses can accommodate up to 7 children.



There's plenty of communal and private space for each child, and the houses are close to local shops and are within walking distance of the surrounding countryside.

Each house has a communal lounge and dining area, with space to play, and both houses have safe back gardens with toys and activities.

Every year we work with the Police to carry out a risk assessment of the location of the home.



2 of our rooms have wheelchair accessible en-suite bathrooms and hoisting equipment, and special beds are available if needed.

What we believe

We believe all children deserve to:

- be safe and feel safe in their home
- feel happy and secure in the care those who look after them
- share their views and wishes and know that someone is listening
- thrive physically and emotionally
- learn
- have lots of new experiences and find new interests
- keep up and build on relationships with their family and friends

Our approach at Wycombe Care is designed to make sure all children in our care have the experience we believe they deserve.

Our approach

To help us achieve our aims, we make sure all of our staff are fully trained to understand and look after the children they work with.

We also work closely with other people outside the home who help children, like their families, teachers, social workers, nurses and doctors and others to make sure children have all the care they need.

Listening to children's needs and wishes

Each child who lives with us is assigned their own keyworker. This person meets with the child regularly on their own, helping to make sure their needs and wishes are heard and acted upon.

We also hold a monthly residents' meeting. This is a chance for the children and the Wycombe Care team to talk about issues that affect their lives at the home.

The children can use the meeting to discuss things like menu choices, improvements to the houses, and where they'd like to go on holiday. We also make sure they understand how to raise concerns, if they need to.

Helping children see their family and friends

We work hard to support regular contact between the children and their family and friends, within the guidance of the placing authority.

Children are encouraged to invite family and friends to the home and to join in activities and celebrations.

Our staff are trained to supervise contact where necessary, and work to make contact a positive experience for everyone involved.

Learning and education

Each child's placement plan contains details of their educational history, progress, achievements and goals.

Staff at the home will work closely with the children's schools to understand the educational history and needs, and to support them in achieving their goals.

Staff at the home ensure that young people have full access to education by staying in touch with their school and attending education reviews and other activities when needed.

Hobbies and activities

We aim to help each child to enjoy as wide a range of individual and group activities as possible, both inside and outside the home.

We help all of our children to carry on with individual hobbies, activities and relationships, and to explore new avenues and experiences. To help with this, we ask children and their families to share as much information as possible about their hobbies when they first join us.

We encourage all of our children to use local sporting facilities, and staff work closely with the childrens' schools in planning sporting activities.

Religion and culture

A child's culture and religion are important parts of who they are. We work with children, their families and local communities to establish cultural links outside of the home.

We celebrate all festivals relevant to each individual child in our care, and use them as an educational experience for the other children.

Communication needs

Children living in the home may not have verbal language or may need to have their verbal language supported with signs or symbols.

Staff use Picture Exchange Communication System (PECS) when needed to help them communicate with a child.

The manager and key workers work closely with speech and language therapists when necessary to support the child's communications.

Staff will also work with schools to make sure the child can use consistent communication methods in both their home and learning environments.

When needed, staff may develop relevant social stories using widgets and pictures to help children understand their environment and what's happening to them.

Anti-discrimination practice and children's rights

Wycombe Care believes that young people who live at Wycombe Way should be treated with equality and that their individuality should be respected at all times. No young person or their family will be discriminated against on grounds of their age, gender, ethnic origin, core beliefs, sexuality or disability.

All young people will have equal access to any services and support networks available for them and we will be pro-active in encouraging them to take advantage of these resources.

Staff will be respectful of families and will not make judgements about the reasons that a young person is in care.

All young people living at Wycombe Care will have the right to:

- be protected from harm
- be able to express their wishes and feelings in the knowledge that they will be taken into account
- be given information about their family and other important people and to have contact with them or an explanation as to why this is not possible
- know clearly what they are and are not allowed to do
- not to be discriminated against for any reason
- education and health care that meets their needs
- opportunities to develop their skills and interests
- participate in making decisions and plans about their lives
- know how to complain and have their complaint dealt with properly

All staff will be aware of these rights and will work to ensure that they are implemented at all times.

Helping children move on from Wycombe Care

When children leave Wycombe Care we want them to have a good plan for their future and we help to make sure that they find the right place to live.

Supporting children's behaviour

Monitoring and surveillance

All of the children living in Wycombe Care's houses are disabled.

If needed, and following a risk assessment, we can lock and alarm exit doors from the building.

In these cases, we'll carry out MCA and DOLS assessments (when applicable) to review the impact on children who are affected. Each child's placement plan will explain whether they are safe to leave the building unaccompanied or not.

We can switch on alarms on the bedroom doors at night if needed, to let staff know if there's movement in the building.

In some cases, we might need to use monitors in bedrooms to keep children safe—for example, to listen for seizures.

We'll decide whether or not to use a monitor based on a risk assessment that considers the risk of not using it against the child's need for privacy.

Occasionally, we might need to use a high handle to stop children leaving the building. We'll carry out a full risk assessment before deciding to do this, and remove the handle as soon as it's no longer needed.

Managing unacceptable behaviour

Each child at Wycombe Way has a plan for managing their behaviour included in their placement plan.

This explains how staff will work with them to help them behave acceptably, and to reduce anxiety. In some instances, we'll compile this by working with Child and Adolescent Mental Health Services (CAMHS) staff.

Staff may ask for advice from other relevant professionals to help a child to manage their behaviour.

At Wycombe Care, we believe that—wherever possible—giving children rewards for good behaviour is more effective than using sanctions for unacceptable behaviour. We only use sanctions as a last resort.

We use staff meetings to discuss and agree how we'll respond to incidents and manage behaviour.

At least 2 staff members must agree to any sanction and record it in the sanction book. Both staff members must then sign the record and have the manager countersign it. We also record any sanctions in each child's individual daily log and case file.

When we do need to use sanctions, we make sure they're:

- appropriate to the child's level of understanding of cause and effect
- related to the incident—for example, to use their pocket money to help pay for fixing or replacing an item they've deliberately broken
- reasonable in relation to the incident
- focused on making amends rather than punishment
- consistent and fair
- used shortly after the incident

Staff must record how they've made sure they keep a good relationship with the child following the use of a sanction.

If a child's behaviour management plan says that they'll benefit from quiet time in their room or another quiet area of the building to calm down (as opposed to being given 'time out') we record this, but it's not considered to be a sanction.

Wycombe Care operates a strict no restraint policy. This means that we will never physically restrain a child.

Staff attend Non-Abusive Physical and Psychological Intervention (NAPPI) training to learn how to de-escalate situations and keep staff and children safe.

Therapy

We do not provide therapy.

Staffing

Wycombe Care's management team includes:

- Responsible Individual/Director
- Service Manager
- Registered Manager
- Deputy Manager (post vacant)
- Night Manager
- Team leaders x 3
- Support Workers



(For a detailed list of staff, their qualifications and experience please see the Appendix).

The Registered Manager is responsible for the supervision of the Deputy Manager and the senior team. The Service Manager supervises the Registered Manager.

Team Leaders and the Deputy Manager supervise the rest of the staff team.

Our policy is that all staff members must be qualified or working towards a relevant level 3 qualification.

All staff receive induction training when they start working with us, and ongoing training during their 6 month probationary period. You can find details of the induction process in the Workforce Development Plan.

We aim to be an equal opportunity employer, welcoming staff members from diverse ethnic, cultural and religious backgrounds. We actively seek to recruit both male and female staff members to make sure that young people experience mixed gender role models.

Staff members at Wycombe Care can expect a full commitment to their training and development based on an assessment of their training needs and regulatory requirements.

Admissions

Wycombe Care can consider accommodating children under the age of 18, who have either a learning disability, a physical disability, or both.

When assessing a child for a placement with us, we'll need to make sure that their needs are compatible with the needs of the other children in residence.

Planned admissions

Wherever possible admissions are planned, and the child's care and support requirements are fully assessed and discussed before they come to stay with us.

Following a referral, we'll carry out an initial assessment, so that everyone involved can make sure the placement is suitable.

During the period of assessment, the child and their family or carers will be introduced to Wycombe Care. The child will be invited to come for an introductory visit and then to stay for a longer period. We welcome family and friends to the unit so that they can see the care and facilities that we provide.

Occasionally, a member of our team may visit the child and their family or carers to provide information, reassurance and support.



We'll give families a copy of our Statement of Purpose, and the child a copy of our Children's Guide in a format that's appropriate to their level of understanding.

We'll carefully monitor any new children for their first 3 months with us, to make sure that we can support their needs.

Emergency admissions

In certain circumstances, if there's a vacancy, we can accept emergency admissions.

In such cases a senior member of our team will gather as much information as we need to care for the child in the very short term. This will include getting signed consent to treatment in a medical emergency.

A Child in Care Review will be held within 72 hours of the placement to assess the suitability of the placement, and whether it should continue.

Contact Details

If you have a question, comment or complaint, you can let us know using the contact details below.

You can also get in touch to request a copy of our:

- complaints procedure
- safeguarding policy
- behaviour management policy

The Company

Children and Family Services Ltd trading as "Wycombe Care"

Wycombe Care

Prospero House
46-48 Rothsay Road
Luton
LU1 1QZ

The Responsible Individual

Ruth Kirchner

1 Wycombe Way



Luton
LU3 2BW

Tel: 01582 595605

Email: ruth@wycombecare.co.uk

Service Manager

Joanna Clark
1 Wycombe Way
Luton
LU3 2BW

Tel: 01582 595605

Email: joanna@wycombecare.co.uk

Registered Manager

Simara Akhtar
1 Wycombe Way
Luton
LU3 2BW

Tel: 01582 595605

Email: simara@wycombecare.co.uk

Appendix

Staff profile

Last reviewed: August 2021

Staff member	Relevant qualifications	Degree	Experience
Amber Bennett	NVQ level 3 Children and		Started at Wycombe Care

PT Nights	<p>Young People's Workforce</p> <p>NVQ Level 3 in Speech, Language and Communication</p> <p>Certificate in The Role of a Residential Care Worker</p>		<p>on 3 February 2016</p> <p>3 months working in a school with SEN students</p> <p>1 month experience working in after school clubs</p> <p>College placement in lower school</p>
Carl Smith Bank	NVQ Level 3 Diploma in Residential Care		Started at Wycombe Care on 14 July 2014
Caroline A Musonera PT Nights	<p>Level 3 Diploma in Social Work Administration</p> <p>Certificate in The Role of a Residential Care Worker</p> <p>Enrolled on NVQ Level 3 Residential Care</p>	Studying towards a BA HONS in Health and Social Care	<p>Started at Wycombe Care on 18 November 2013</p> <p>4 years' experience as a support worker for people with disabilities</p>
Courtney Clarke FT Days		2nd Class degree in Applied psychology and criminology	<p>Started at Wycombe Care on 16 August 202</p> <p>Has worked as a support worker with elderly people within a day care setting</p>
Debbie Jarman FT Days	<p>Studying towards her Level 3 Diploma in Residential Childcare</p> <p>Certificate in The Role of a Residential Care Worker</p>		<p>Started at Wycombe Care on 17 April 2020</p> <p>Debbie has previously worked for Wycombe Care so has experience in her role</p>
David Clark FT Nights	<p>NVQ Level 2 in Adult Care. Completed the NVQ Level 3 Diploma in Residential Childcare</p> <p>Certificate in The Role of a</p>		<p>Started at Wycombe Care on 16 November 2016</p> <p>Voluntary experience working with adults with</p>

	Residential Care Worker		brain injury
Faiza Malik FT Days	Has a Level 3 Advanced GCE Health And Social Care Certificate		Started at Wycombe Care on 17 May 2021
Deirdre McDevitt Bank	Completed the Level 3 Diploma in Residential Childcare Certificate in The Role of a Residential Care Worker		Started at Wycombe Care on 28 November 2017 Currently working at a Special Needs School as a Teaching Assistant
Gladys Mudoni FT Nights	Level 3 NVQ in Health and Social Care Level 5 in Residential Care		Started at Wycombe Care on 9 March 2020 Over 11 years' experience in the care setting
Hadia Safi Bank			Started at Wycombe Care in July 2021 Has several years' experience in the care industry
Ivy Mafuva Senior Support Worker	Early Years Diploma Certificate in The Role of a Residential Care Worker Enrolled on the NVQ Level 3 in Residential Childcare	Foundation degree in Child and Family Studies	Started at Wycombe Care on 14 November 2017 10 years' experience as a carer 13 years' experience as a teaching assistant
Jayne Sweeney Head Housekeeper	Certificate in The Role of a Residential Care Worker Enrolled on Level 3 NVQ		Started at Wycombe Care on 19 March 2018
Joanna Clark Service Manager	NVQ level 5 in Leadership and management in children homes CACHE diploma Level 3 in Children and Family		Started at Wycombe Care on 14 January 2013 4 years' experience as a teaching assistant in a school for children with

	Workforce NVQ 3 supporting teaching and learning in schools.		SEN
Jubayda Khanom Bank	CACHE Level 3 Children's care, learning and development Certificate in The Role of a Residential Care Worker		Started at Wycombe Care on 11 August 2010 26 years' experience working in Lower school as teaching support
Kasey Foy Bank	Currently studying towards her teaching degree Certificate in The Role of a Residential Care Worker		Started at Wycombe Care in September 2020 Currently working as a full time teaching assistant in a special needs school
Kathryn Phelps FT Days			Started at Wycombe Care in July 2021 Has several years' of experience of working in the care industry
Kellie Connor Bank	Certificate in The Role of a Residential Care Worker	BA honours in international Business studies NQT Teacher	Started at Wycombe Care on 8 August 2016 1 year's experience working in a Primary school Voluntary experience working in sports with children with disabilities
Kim Cooper Bank	Certificate in CACHE Level 3 Supporting Teaching and Learning in Schools Certificate in The Role of a Residential Care Worker		Started at Wycombe Care on 23 March 2020 Has over 8 years' experience working as a teaching assistant at a special needs school, where she currently works full time

Kirsty Petryszyn Training & Development Manager	NVQ 3 in Supporting Teaching and Learning in Schools NVQ Level 3 in Children and Family Workforce Level 2 Activity leadership Enrolled on Level 5 Residential Management		Started at Wycombe Care on 5 October 2012 4 years' experience working in school with SEN
Lauren Newell FT Days - Team Leader	Level 3 in Residential Childcare		Started at Wycombe Care on 27 November 2015 1 year's experience working as a carer for the elderly
Louisa Boateng PT Nights	Level 3 in Health and Social Care-Children and Young People Certificate in The Role of a Residential Care Worker	Child and Adolescent Studies Degree	Started at Wycombe Care on 4 April 2017 Ten years' experience working with children with learning disabilities
Melissa Boyce Bank	Certificate in The Role of a Residential Care Worker Enrolled on Level 3 NVQ		Started at Wycombe Care on 24 March 2020 Has experience in the care setting with the elderly
Mutsa Tembo Bank	Certificate in The Role of a Residential Care Worker	2nd Class lower division in Applied Social Studies BSC Honours in Nursing	Started at Wycombe Care on 1 December 2015 3 years working with mental health team as a student nurse
Patricia Boadiwaa Bank	CACHE Level 3 Diploma in Children and Education Certificate in The Role of a Residential Care Worker		Started at Wycombe Care on 23 August 2019 Works in a nursery as a nursery assistant with children with challenging behaviour Over 10 years' experience

			as a support worker with adults
Nazrin Hussain Bank	CACHE Level 3 Diploma in Childcare and Education Certificate in The Role of a Residential Care Worker		Started at Wycombe Care in January 2021 Has lots of experience in working with young children and has worked with SEN children
Ruth Kirchner Managing Director	NVQ Level 5 of Leadership and management in Children Homes Safeguarding Champion		Managing Director/Registered Manager of Wycombe Care
Shannon Carbin FT days	NVQ Level 3 Diploma in Residential Childcare		Started at Wycombe Care on 16 March 2018 Experience as a career with adults with Dementia
Shahena Rahman Bank	NVQ Level 3 in Children's Care, Learning and Development NVQ 3 in Support Teaching and Learning Certificate in The Role of a Residential Care Worker		Started at Wycombe Care on 30 January 2020 Has many years' experience with children in a school setting, where she works full time
Simara Akhtar Registered Manager	NVQ Level 3 in Residential Childcare NVQ Level 2 in Child care Studying her NVQ Level 5 in Residential Management. Safeguarding Champion		Started at Wycombe Care on 23 November 2015 3 years' experience as a support worker in elderly residential care
Sobila Wahid Bank	CACHE Level 3 Children and Young peoples workforce		Started at Wycombe Care on 1 May 2009 2 years' experience as a

	Studying her NVQ Level 5 in Residential Management		teaching assistant with children with SEN
Sylwia Poslajko FT Days	CACHE Level 3 in Childcare and Education Certificate in The Role of a Residential Care Worker		Started at Wycombe Care in November 2020 Many years experience in a childcare setting
Steven Chijota FT Night Senior	NVQ Level 3 in Residential Childcare Level 5 in Leadership and Management in Children Homes		Started at Wycombe Care on 24 May 2016 3 years' experience as a support worker 4 years' experience supporting young people with learning disabilities
Tamara Kamara Bank	Health and Social Care Certificate Final year studying towards her Social Care Degree Certificate in The Role of a Residential Care Worker		Started at Wycombe Care on 23 November 2019 Has experience in the care setting
Tia-Jade Augustine Bank	Certificate in The Role of a Residential Care Worker	Degree in Primary Education	Started at Wycombe Care on 11 June 2020 Works full time as a Primary teacher