



Fair Ways Residential Family Centre

Bespoke, independent parenting assessments in a nurturing setting.

Statement of Purpose

Revised May 2020

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1. Introduction

Fair Ways Residential Family Centre is a well-established provision of intervention and support for vulnerable families. As part of the Fair Ways Foundation we provide a safe, supervised, nurturing environment where a conclusive assessment can be carried out. Interventions of assessment and support are undertaken at the residential Family Centre, in the community as well as offering viability assessments and pre-birth assessments.

Families can be referred to the Family Centre for an independent and comprehensive assessment of parental capacity. The Family Centre provides ante-natal and post-natal support to parents with their young children. We support and guide them to identify and meet all of their child's care needs. This will be monitored, encouraged and supported by an experienced team of support workers, social workers and a psychotherapist. The Family Centre enables all of this to occur in a safe environment and our assessments are led by qualified social workers with comprehensive experience of local authority safeguarding and care proceedings.

Bespoke parenting support programmes will be offered in conjunction with commissioner's instruction and according to the needs and capabilities of the individual. The Family Centre endeavours to promote and develop a culture based on empowerment, acceptance and learning. This is supported by a needs driven, person-centred approach to care management.

We have experience in working with young parents, babies with complex health needs, parents with physical and learning disabilities and parents experiencing complex needs such as domestic abuse, managed mental health issues and substance and alcohol misuse.

We value the importance of research-based practice and implement the use of relevant research to enhance our intervention.

Assessments of families and their children are conducted in keeping with Working Together to Safeguard Children 2018. Our overall strategy is underpinned by principles outlined in the Children Act 1989, primarily that the welfare of the child is paramount.

Our staff work in accordance with The Department of Health document, "Good Practice Guidance on working with parents with a learning disability" (2013).

2. Overall Aim of the Centre

Our aim is to promote and assess parenting skills to ensure that children are adequately cared for and protected from harm. We will provide a safe, non-institutionalised atmosphere promoting a positive living experience for the parent and child resident during their stay with us. Residents can expect to be treated with respect whilst ensuring their care and well-being is treated with the highest regard.

We appreciate that many of our residents will have complex needs in a range of areas. We are also conscious that many of the parents coming to stay with us may have had experiences of poor or harmful relationships, and may have experienced abuse or traumatic events. Their placement with us will offer the opportunity of intensive support to work through those issues and enable parents to understand the impact of their experiences on their parental capacity. We will facilitate an environment in which significant changes can be achieved and where children's needs are a priority.

We are aware that some residents may feel powerless having had little or no input in the decision to be resident with us. As far as possible we will empower residents to make appropriate choices regarding their time with us. We will work in partnership with the parents placed with us and the relevant agencies involved. We aim to integrate our assessment and support with various agencies and services.

We endeavour to provide parents with the full opportunity to be involved and share their views about the assessment process and their experiences. We facilitate fortnightly 'House Meetings' where all families are given the opportunity to express their views within a structured, restorative approach. Parents are encouraged to chair meetings and inform the meeting agenda. Each family has the opportunity to complete a feedback form at their 6 week stage of assessment and at the end of their assessment. Each family will be supported by assessors, support workers and social workers as well as given the opportunity to regularly meet with a member of the management team.

Fair Ways undertakes assessments in a manner which is fair, anti-oppressive and respectful of every individual's and family's circumstances, regardless of age, class, gender, ethnicity, religion, sexual orientation or ability.

Each family will meet with the social worker and social worker assistant to review their assessment on a weekly basis to share information on their progress and identify areas for development from both parties.

At Fair Ways our aim is for Local Authorities and other referrers to feel confident in placing families where there may be significant child protection concerns and that our monitoring, supervision and support will meet their individual requirements to provide new and robust evidence of parental capacity.

3. Primary Objective

To provide a safe, nurturing environment which safeguards the child whilst an assessment of parenting capacity is undertaken. The physical, social, intellectual, spiritual and emotional development of both parent and child will be facilitated and differentiated according to individual need.

2 Facilities and Services Provided

Fair Ways has many years of experience running successful residential care homes, education provisions for children in care and a well-established fostering service. The residential Family Centre is an additional resource within the Family Assessment and Support service based at;

20 Salerno Road
Lordswood
Southampton
SO16 5PJ

The Family Centre's Registered Manager is Stephanie Power, who has 15 years' experience working in Children's services and is a qualified social worker.

The centre is overseen by Director and Responsible Individual, Dan Buckle.

stephanie.power@fairways.co

dan.buckle@fairways.co

The family centre consists of five self-contained, fully furnished flats. The home has a large enclosed garden and a private car park. Communal areas and all flats are monitored via CCTV. There is a large lounge, kitchen and therapeutic room on the ground floor for the completion of community based parenting assessments, parenting groups and supervised family contact. The centre also has staff offices and a meeting room.

Flat 1 (Accessible):

CCTV Monitored

Ground floor flat with rear and front access

Bedroom

Bathroom/Wet room, with emergency alarm cord

Open Plan kitchen, lounge dining room

Washing machine

Flat2:

CCTV Monitored

First floor access from front door
2 bedrooms
Separate kitchen
Lounge
Bathroom

Flat 3:

CCTV Monitored

First floor access from front door
2 bedrooms
Open Plan kitchen, lounge, dining area
Bathroom

Flat 4:

CCTV Monitored

First floor access from front door
2 bedrooms
Open Plan kitchen, lounge, dining area
Bathroom

Flat 5:

CCTV Monitored

First floor flat with own entrance accessed via rear of the family centre.
Designed with less supervision in mind, this flat is ideal for a move-on option.

1 Bedroom
Separate kitchen with dining table
Bathroom
Lounge

Fair Ways use a web-tracking system as part of the IT Policy to track all use of the internet on staff and public access PC's and laptops. This provides staff with the knowledge of what internet sites are visited on communal IT facilities.

Although each assessment will be individual, bespoke and comprehensive, our aim is to include the following factors:

- Family background
- The child's needs, including any complex or specific needs
- Ability to provide basic care
- Emotional needs
- Impacting factors such as; substance misuse, domestic abuse, harmful relationships
- Parent's ability to adhere to advice and support given

- Strengths and weaknesses
- Parent's understanding of child's developmental needs
- Attachment/Attunement
- Budgeting
- Use of external support
- Support network

Families are encouraged to access activities in the community and are provided with a local resource booklet on arrival. The family centre offers structured, stimulating and educational groups throughout the week including, stay and play session, craft groups, nature walks and communal meals.

Group training is offered every week and an example of topics covered are Paediatric First Aid, Safe Sleep and Handling, Play and Stimulation, Mindfulness, Online Safety, Home Safety, Attachment and Childhood Illnesses.

The flats are fully furnished and crockery, kitchen utensils, bedding and towels are provided. Families are encouraged to bring their own personal belongings if they wish in order to make them feel comfortable.

Families need to provide all necessary equipment required for their child/children including sterilisers (where necessary), bottles, clothing, nappies, pushchair and car seat. We provide cots and moses baskets however if parents wish to use their own they may do so.

Families are expected to provide all of their own food and provisions throughout their placement at the family centre.

3 Operational Structure

Fair Ways residential Family Centre prides itself in the wealth of directly relevant experience within the staff team.

1 x Registered Manager

1 x Deputy Manager –Assessment Lead

1 x Assistant Manager – Compliance Lead

1 x Therapeutic Practitioner and accredited Psychotherapist

1 x Social Worker and Assessor

1 x Social Worker Assistant

16 x Family Centre Support Workers with a range and experience and qualifications including PAMS, Freedom Programme facilitator, midwifery, NNEB Diploma in Early Years Levels 3 & 4 and field social work.

1 x Administrator

2 x Bank Family Centre Support Workers

5. STAFF QUALIFICATIONS AND EXPERIENCE

Stephanie Power is the registered manager and has over fifteen years' experience working in children's social care. Stephanie has worked in various different settings which have included child protection and family court teams, working with looked after children, leaving care teams, working in a team supporting adults with Learning disabilities and mental health diagnoses and supervising supported lodgings carers. Stephanie was awarded a 2:1 (Hons) Degree in Health and Social Care in 2013. Stephanie has predominantly worked in front line Child Protection Teams as a Social Worker. Stephanie is trained to interview children to achieve best evidence alongside the police during child protection investigations. Stephanie has experience of working for Hampshire County Council and Portsmouth City Council prior to working for Fair Ways. Stephanie is PAMs (McGaw 2003) trained. Stephanie is responsible for the overall placement, compliance and practice at the family centre.

Emma Wiseman is the deputy manager and has over fifteen years of experience in Social Work. After attending college in 1993 Emma obtained a BTEC National Diploma in Health and Social Care. Emma has then worked in various different settings which included secure mental health units and residential homes for adults with Learning disabilities. Emma then attended University in 1998 and obtained a Learning Disability Nursing Qualification, a Degree in Health and Social Care and a Diploma in Social Work.

Emma has predominantly worked in front line Child Protection Teams as a Social Worker. Emma was trained to interview children alongside the police during section 47 joint investigations. Emma has experience of working in Hampshire, Portsmouth and Southampton Local Authorities. Emma also worked as an Assistant Team Manager in a front line Child Protection Team for three years prior to coming to work at the Family Centre in August 2014. Emma is PAMs (McGaw 2003) trained. Emma jointly oversees all assessments undertaken at the Family Centre.

Kelly England is the Assistant Manager and is a qualified teacher and specialises in educating children with learning and behavioural needs. Kelly completed a management graduate placement at the Family Centre. Kelly is completing her Level 5 Diploma in Leadership and Management. Kelly supports the registered manager with staffing, quality assurance and compliance.

Emily Adams is a Social Worker and has over 3 years' experience in social work working in both adults and children's services. Emily was awarded a 2:1 Degree in Social Work at Southampton Solent University in 2014. Emily started her social work career working in the referrals team in Southampton Adults Services. Emily then went on to work as a social for Children's Services in the Safeguarding and Assessment Team in Wiltshire. Emily successfully completed her AYSE in Wiltshire. Emily is ABE trained to interview children alongside the police during section 47 joint investigations. Emily joined Fair Ways in February 2018 and coordinates and leads the assessment process and writes the assessment reports. Emily is trained to deliver the PAMS 4 Specialist Parenting Assessment.

Emily Dowdall is one of the centre's Social Worker Assistants and joined Fairways in July 2010 originally as a bank worker. In July 2012 Emily became a contracted member of staff. Emily has a Level 3 Diploma in Children and Young People's Workforce Development, Level 2 Effective Listening, Level 3 certificate in counselling skills and gained a Diploma in counselling in 2018 with Bucks University. Emily has attended all mandatory training with Fairways as well as delivering self-harm training within the organisation. Emily is trained to deliver the PAMS 4 Specialist Parenting Assessment. **Emily is currently in maternity leave and due to return September 2020.**

Zara Le Peuple (psychotherapist) DipHypCS, DipPC, AdDipPC, DipPROFPC, DipPROFPC, DipCBT, MNCS (Acc) and an individual member of BACP. Zara is currently training in systemic family therapy and incorporates this practice into her work with the families. Zara is qualified and accredited in psychotherapeutic counselling and specialises Cognitive Behavioural Therapy. Zara has recently qualified as a systemic practitioner. Zara has been practicing within the family centre setting since 2013 offering therapeutic tools to assist families within the assessment process including group work and 1:1 sessions. Zara has also worked for a local young people's counselling service as a counsellor, drop in crisis counsellor and facilitated group work. Zara is also a qualified hypnotherapist and has many CPD accredited qualifications which aid her practice including: Breaking patterns and habits, goal setting, creative therapies, art therapy and many relaxation techniques such as mindfulness, grounding and EFT. Before becoming a therapist Zara worked for Mencap with families of children and adults who have learning disabilities and associated disorders for 10 years, completing extensive training in this area and NVQ 3 in health and social care. BACP accredited therapist, Jayne Jukes, provides monthly clinical supervision, advice and guidance to our psychotherapist. Our psychotherapist attends CPD training and workshops regularly to ensure good practice and development of role. Zara offers therapeutic sessions with parents and assesses the Capacity to Change element of our assessments.

Sarah Palmer – Assessor joined Fair Ways in September 2013. Prior to working for Fair Ways Sarah worked as a nanny for 17 years for many different families and was also a nursery nurse for the NHS. Sarah has a certificate in childcare and education and NVQ 3

diploma in childcare. Sarah is paediatric first aid trained. Sarah has attended training on self-harm, TEAM TEACH, therapeutic approaches, food safety, fire prevention and safe guarding children, mental health awareness, learning disabilities and autism. Sarah is an Assessor at the Family Centre. Sarah is PAMs (McGraw 2003) trained.

Luke Thomas was employed by Fair Ways as a bank worker and was contracted at the Family Centre in May 2016. Luke has a great deal of experience in working with children and families in a number of different roles including a health care assistant in a day surgery ward, learning disabilities support worker and a young person's support worker. Luke has a Level 2 Diploma in Health and Social Care and a City and Guilds Qualification on Equality and Diversity. Luke is due to complete his Level 3 Diploma in Working with Parents in 2018. Luke has attended training around perpetrators and victim of domestic abuse and takes a lead in working with male residents around the impact of domestic abuse on children.

Claire Beveridge is a family assessment support worker and joined Fair Ways in September 2009. Prior to joining Fair Ways, Claire gained an NNEB diploma. Claire has worked with adults and young people with disabilities in respite and residential settings, gaining her NVQ Level 3 in Health and Social care. Claire studied Psychology in 2000 at Portsmouth University and is qualified in Level 3 Counselling skills. Claire has attended mandatory training at the Family Centre including courses in therapeutic approaches, adults with learning disabilities and autism. Claire is PAMs (McGaw 2003) trained. Claire is fully trained to undertake the Freedom Programme and Escape the TRAP with our residents and takes the lead in providing training work with parent's who have experienced domestic abuse.

Julia George is a family assessment support worker and joined the family centre in November 2016. Julia has 13 years' experience working with children and families within Children Centres, a women's refuge and in school settings. Julia has a postgraduate certificate in facilitating the creative arts in children and young adults and an NVQ in Early Years and Education. Julia has attended training in professional Boundaries, reporting & recording, Administering Medication, counselling skills, Safeguarding, health & safety, learning disabilities and autism, HABC Emergency First Aid and Team Teach as part of her induction at Fair Ways. Julia is fully trained to facilitate the Parenting Puzzle (Nurture Programme, family Links) and Incredible Years. Julia takes the lead in this role with all of the families resident at the centre.

Keri Fry is a family assessment support worker and has 22 years' experience working with children and families in a Local Authority child protection team. She has a NVQ 3 in childcare and has previously worked with children with Special Education Needs and as a registered childminder. Keri has a Diploma of Higher Education in Midwifery and BA Hons in Cultural Studies. Keri has completed training in Child Protection, Assessment Skills, Counselling skills (including CBT), Child Development, Therapeutic Approaches, learning disabilities and autism and all mandatory Family Centre Training. Keri is PAMs (McGaw 2003) trained.

Richenda Emery is a family assessment support worker and has worked for Fair Ways since June 2012. Richenda is also employed as a Family Support Worker for Solent NHS trust and has maintained this employment for 16 years. Richenda completes community assessments to access parental capacity. This involves supporting the parent/s to attend community groups, Health appointments, budgeting, implementing routines and general child development. Richenda has completed relevant training such as ECAT (Every Child is a Talker) supporting vulnerable adults, Health and Safety training, First Aid, Health and Hygiene, Reporting and Recording, Child Protection, Attachment Theory, Information governance, Dementia Awareness, Resuscitation Level 2 Paediatric basic life support. Richenda is trained to deliver the PAMS 4 Specialist Parenting Assessment. Richenda has completed the Diploma in Health and Social care NVQ3 for Adults and Children.

Nicola Webb is a family assessment support worker and has worked with elderly dementia patients as their primary carer prior to joining Fair Ways. This involved supporting with their everyday needs and enabling them to live independently. Since joining Fair Ways in April 2015 Nicola has completed her induction training including professional Boundaries, reporting & recording, Administering Medication, Safeguarding, health & safety, learning disabilities and autism , HABC Emergency First Aid and Team teach. Nicola has recently completed Level 3 Diploma in Working with Parents. Nicola is a link worker at the family centre. Nicola is fully trained to undertake Escape the TRAP with our residents and supports in providing training work with parent's who have experienced domestic abuse.

Joanne Amos is a family assessment support worker and joined Fair Ways in November 2014 as a bank support worker until securing a permanent position in March 2015. Joanne has comprehensive experience working in the community caring for the elderly with dementia. Before coming to Fair Ways Joanne's career took a different direction, managing public houses. Joanne has also worked in a hospital setting as a health care support worker. Joanne has attended training in professional Boundaries, reporting & recording, Administering Medication, Safeguarding, health & safety, HABC Emergency First Aid, Mental Health Awareness and Team teach. Joanne has completed Level 2 Diploma in Working with Parents and is currently enrolled on the Level 3 course. Joanne is a link worker for the Family Centre. Joanne is fully trained to undertake the Freedom Programme with our residents and supports in providing training work with parent's who have experienced domestic abuse. . Joanne is our health and safety representative at the centre.

Blandine Simeu is a family assessment support worker and has worked at Fair Ways as a support worker since June 2016. Blandine is a qualified social worker (non-practicing currently) and is registered with the HCPC. Prior to working for Fair Ways Blandine has previous experience of working with vulnerable adults, mental health issues and experience of working directly with children and families. Blandine has attended Fair Ways Induction training, Adults with Learning Disability training, Child Protection, First Aid. Blandine is the E-Safety lead at the family centre and is a link worker.

Vessela Wharton is a family assessment support worker and has worked for Fairways since September 2016. Vessela has 8 years' experience of working with children and families in various care settings and another 8 years' experience working with a number of charity organisations supporting individuals affected by mental health or learning and physical disabilities. Vessela has a BSc(Hons) Psychology 2009, BA Music 1995, NVQ 3 Child care and Education 2001, First aid 2015, Level 3 Person-centred Listening skills 2017 and takes part in regular training relevant to her work. Vessela is a link worker at the family centre and is fully trained to facilitate the Parenting Puzzle (Nurture Programme, Family Links).

Jackie Padgett is a family assessment support worker and has worked for Fair Ways since December 2017, initially as a bank support worker across a number of residential units. Jackie has completed all Induction training including safeguarding, health and safety, administering medication, emergency first aid and team teach. Jackie has also recently completed Restorative justice training enabling her to carry out formal and informal restorative meetings. Jackie has been enrolled on the Level 3 Diploma in Children's and Young Persons Work Force. Jackie is our community link and participation lead at the family centre.

Aloysia Oakley is a family assessment support worker. Aloysia has worked with Fair Ways since 2008 across a range of services, including Fair Ways school, residential Childrens homes and post 16 units. She has worked at the Family centre since 2016. Aloysia is also a qualified yoga teacher and therapeutic yoga practitioner, trained to work with people with disabilities & learning needs. Aloysia is qualified to teach trauma informed yoga and offers yoga & mindfulness to the residents at the family centre.

Louisa Douglas is a family assessment support worker. Louisa joined Fair Ways in 2018 and has a degree in Childhood and Youth Studies. Louisa has previously worked in a nursery as a keyworker. Louisa initially worked as bank staff but was employed as a core team member on 1st March 2020.

Anna Kurowska is a Waking Night family assessment support worker and joined Fair Ways in August 2017 as a Waking Night Support Worker. Anna has completed all mandatory training including safeguarding, health and safety, administering medication, Emergency first aid, Self-harm and team teach.

Kerry Payne is a Waking Night family assessment support worker. Prior to joining the team Kerry worked for 18 years as an Ofsted registered childminder. Kerry has been awarded NVQ Level 3 in Early Years.

Sophie Stantiall has been with Fair Ways since December 2018 and has worked across residential services before joining the Family Centre in May 2019 as a Waking Night family assessment support worker. Sophie has previously worked as Cabin Crew and has lots of customer services skills. Sophie will be working towards her Level 3 Children and Young people's Workforce.

Lisa Mansbridge is a Waking Night family assessment support worker. Lisa joined Fair Ways in October 2019. Prior to joining the team Lisa worked for 14 years as an Ofsted registered childminder. Lisa has been awarded BTEC National Diploma in Childhood Studies.

Lauren Bailey has completed a level 2 diploma and then level 3 diploma qualifications in children's early years' workforce as an apprentice, within a few months of completing her level 3 she became a manager of the toddler room for nearly two years. Lauren is in the process of completing an access course to Social Work whilst working as a support worker at the Family Centre. Lauren has been at the family centre for 9 months.

Tracy Hallett is a bank family assessment support worker. Tracy joined Fair Ways in 2018 and also runs her own interior design business. Tracy has previously worked in residential care supporting young adults and children.

Kerry Cockcroft is employed as an administrator since December 2016. Kerry has experience of administration in residential centres including managing Petty Cash and Invoicing. Kerry has completed her induction and all mandatory training.

6. Fees and Charges

Residential Parenting Assessment

One parent and one child £3886 weekly

Two parents and one child £4092 weekly

One parent and two children £4092 weekly

Costs for alternative assessment formats can be discussed.

These fees include a full parenting assessment of the family, attendance at any necessary meetings with the local authority or related professionals, a midway review, final assessment report, completed 7 days post the assessment ending, psychotherapist intervention and capacity to change assessment, Parenting Puzzle, Freedom Programme and Escape the Trap.

Additional costs

High risk placements requiring one to one direct supervision £140 per day

Court attendance £250 per half day

Paper viability assessment £250

Outreach (post assessment) £33 per hour and 45p per mile mileage costs

Community based assessments £2018

All costs are subject to change and commissioning teams will be notified.

The standard weekly fee will be charged where no notice period (7 working days) is given for the end of placements.

7. Community Based Assessments

Fair Ways Residential Family Centre offers community based assessments whereby support and training work will be provided to families, usually in their own home.

This service follows the same approach as residential assessments whereby quality is of a high standard.

Assessment staff will aim to spend a minimum of 26 hours contact with the family. Our assessments include file reading and preparation and completion of written report. Delivery and scope of community assessments can be negotiated and discussed on referral to ensure we are delivering a bespoke service that meets the needs of the children and families concerned.

We are able to deliver the Parenting Puzzle as a standalone service and costs for this service can be discussed on referral.

8. Criteria for Admission

We will accept referrals from Local Authorities, Family Guardians (CAFCASS) and Solicitors involved in cases where decisions are being made regarding the future of the babies and children. The age of the child is purposely not prescriptive to allow for negotiation with the referrer depending on the current client group and needs of the family being referred.

All referrals for admission will be made to a member of the management team. There is no minimum or maximum age for parents.

Initial Enquiry

Referrers are required to complete the Fair Ways Referral form prior to admission. A copy of an up-to-date Risk Assessment will be required as well as any relevant previous assessments carried out and an overview of the local authority concerns. A

member of the management team will review the referral and will carry out an Impact Assessment as part of the decision whether to offer a placement. Placements will only be offered if an assessment placement is considered viable and in the best interest of the child and parent.

There will be an expectation that the family will live in the centre full time for the duration of the assessment or specified timescale. Flexibility will be considered for parents who work.

Initial Planning Meeting and Placement Agreement

All parents and referring agencies will be required to sign a Placement Agreement Plan detailing the services offered, scope and objectives of the assessment, and expectations of the resident and placing agency.

Before placement commences the Family Centre will aim to provide a copy of the Residents Guide and where possible, meet with the parent to discuss the placement expectations and make the transition less stressful.

Where a placement has been agreed prior to the birth of the child, there is an expectation that a qualified social worker from the service will attend all pre-birth planning meetings and/or discharge meetings and contribute to the plans agreed.

Admission

Appropriate arrangements will be made within the centre for the admission – e.g. staffing, documentation, meals, clothing, baby equipment needed and we will provide a basket of basic items.

Staff dealing with the admission will ensure that, as soon as possible after the arrival, the parent is provided with a full explanation of relevant procedures, the Resident's Guide and their individual Placement Agreement e.g. fire drill, visiting arrangements, complaints procedure, keyworker etc.

Admission Criteria

We will undertake assessments with parents who may have multiple and complex needs which may include:

- Parents who have experienced domestic abuse
- Parents with drug and/or alcohol related issues
- Parents who may have had older children removed from their care
- Young mothers who may be under the age of 16 or may be care leavers
- Parents with mental health issues and are engaging with mental health services

- Parents who have had unhealthy relationships or relationships with an adult of concern
- Parents with learning difficulties or a learning disability
- Parents with a physical disability

Fair Ways reserve the right to refuse to offer placements for individuals who it is reasonable to suspect may be a significant risk to other residents or staff. This includes individuals who have been convicted of schedule one offences or significant violent or sexual offences against others without firm written assurances from professionals (psychologists or psychiatrists) that the individual no longer poses a risk.

9. EMERGENCY PLACEMENTS

All emergency placements will be fully assessed and evaluated by the Family Centre Manager, in consultation with a Director.

The placement will be assessed on the following criteria:

- Suitability of the placement (in terms of meeting individual need)
- The impact on the existing group
- Immediate care plan needs for child/parent
- Current risk assessment

By virtue of events surrounding emergency placements, it is imperative that all necessary and relevant information is given to Fair Ways on referral so that an informed and timely decision is reached for all parties.

Our policy criteria aims to balance the needs for every parent, those currently resident and a potential resident.

The expectations of the placement, including time scales, will be discussed and agreed by all relevant parties prior to Fair Ways' decision to admit.

Once an agreement has been reached, this cannot be revised without further consultation and agreement by the Family Centre Manager or Director.

If the placement agreement exceeds 24 hours, it is an expectation that a planning meeting will be held with the case holder present. It is not acceptable for anyone to be placed longer than this without a planning meeting, apart from over a weekend.

Costing will be based on the initial information/risk assessment and agreed prior to admission. *(We reserve the right to review and revise these costs if required)*

10. Underlying Ethos and Philosophy of Fair Ways Residential Family Centre

Our underlying ethos is that 'We strive to provide parents with every possible opportunity to demonstrate a good enough capacity to care for their child now and for the rest of their lives.'

The family centre recognises the role of person-centred counselling and psychotherapy when undertaking an assessment of a parent's capacity to provide long-term permanent care for their child. This is particularly valid where previous children have been involved in Care Proceedings and an understanding of thought processes and a capacity to change is required.

We work in a multi-disciplinary manner in which we recognise the value and importance of sharing information and resources relevant to our resident families.

We work in an honest and transparent manner with residents and forge positive working relationships with the view to empower parents and promote positive change.

It is the protocol of the family centre to act within the legal requirements of the Care Standards Act 2000 (amended 2013), The Children Act 1989, The Human Rights Act 1998 and Working Together 2018.

11. Assessment Process, Methodology and Assessment Plan

Whilst each assessment is individually tailored in consultation with local authority requirements, some elements of the assessment may incorporate standardised methodology.

PAMs (Parenting Assessment Manual 2003 McGaw):

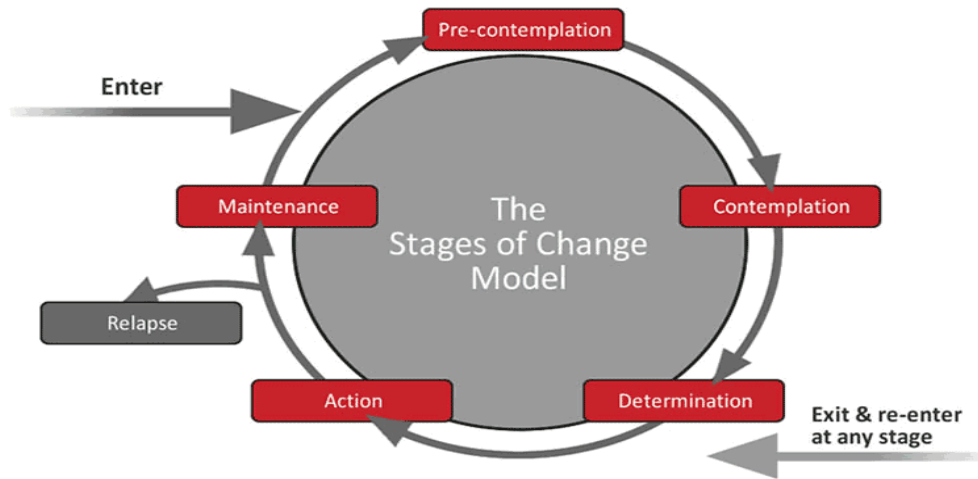
The Assessor and Social Worker Assistant and many of our keyworkers are trained to undertake PAM's assessments. This is a nationally recognised assessment tool for the assessment of parenting capacity across a comprehensive range of parenting domains, particularly where a parent has learning needs.

Capacity to Change Assessment

The Stages-of-Change model forms part of a broader conceptual framework known as the **Transtheoretical Model** (Prochaska & DiClemente, 1982; 1986).

This model recognises that different people are in different stages of readiness for change. It is important not to assume that people are ready for or want to make an immediate or permanent behaviour change. By identifying a person's position in the change process, a worker can more appropriately match the intervention to the

individual's stage of readiness for change. The Diclemente model provides an evidence base from which to draw a conclusion about a parent's motivation and ability to make any relevant changes.



It is anticipated that parents will engage with weekly therapeutic sessions with our in house Psychotherapist. The outcome of the therapeutic intervention contributes to the 'capacity to change' element of the assessment.

Attachment & Attunement

Identifying the attachment and attunement provides us with the opportunity to further understand the parent – child relationship. We assess each parent's capacity to respond to their child's needs and their ability to ensure their child will grow and develop with a sense of stability, identity and feeling loved.

Freedom Programme

Residents who have been or are victims of domestic abuse can attend this course designed to provide information and examine the roles played by attitudes and beliefs on the actions of abusive men and the responses of victims and survivors. The aim is to help them make sense of and understand what has happened to them. The course also enables the parent to see how children are affected by being exposed to this kind of abuse and, very importantly, how their lives are improved when the abuse is removed.

Escape the Trap

Escape the Trap (Teenage Relationship Abuse Programme, TRAP) has been developed by Awareness Matters Ltd in acknowledgement of the rising numbers of

young people identified as being vulnerable to teenage relationship abuse. The statistics, on the prevalence of teenage relationship abuse and its' impact on the wellbeing and mental health of young people who find themselves victims of such coercion and control, do not make for happy reading. We have a trained facilitator of this programme who will offer sessions with our young parents if the need is identified.

Psychotherapeutic Intervention

Residents are offered 1:1 weekly sessions with our BACP accredited psychotherapist, these are specially tailored to individual needs and can be tailored to aid referral concerns supporting residents with therapeutic tools within an integrated approach.

Parenting Puzzle/Nurturing Programme (Family Links)

The Parenting Puzzle is facilitated by trained staff and parents are provided with an illustrated work book. The parenting Puzzle is a 10-week course that encourages parents and carers to enjoy bringing up children and get the best out of family life. It helps parents understand how emotions influence our actions, and offers many positive, practical ways of guiding children so they learn to handle both their feelings and their behaviour. It suggests ways of helping parents feel good – boosting self-esteem in them and their children.

This 10 session programme is designed to provide adults and children with the understanding, skills and ability to lead emotionally healthy lives, build resilience, empathy, self-esteem and support positive relationships.

12. Fire Precautions and Emergency Procedures

All staff are given fire precaution training and understand how to avoid fires and how to respond in the event of a fire or associated emergency.

Staff and residents will be made aware of the following procedures at admission/induction:

- a) Means of escape – fire exits
- b) Assembly point
- c) Fire restraint doors or exits never to be obstructed.
- d) Location of break glass points
- e) Location of alarm indicator panel
- f) Need for regular testing and maintenance of fire equipment
- g) Need for regular fire drills
- h) Location and use of fire extinguishers
- i) Liaison with local fire station
- j) Combustible materials/liquids will be stored correctly and safely.

All the above points are subject to current legislation and only qualified practitioners carry out maintenance and testing of specific equipment.

A Fire Log is held on Clear Care and a dedicated folder where drills, tests of alarm system, fire equipment and any remedial action taken are recorded. All staff and residents are advised of fire procedures.

Residents with physical or learning needs will receive a Personal Emergency Evacuation Plan (PEEP) to ensure they and their child are supported to evacuate safely in the event of a fire.

13. Complaints

Fair Ways recognises the importance of an individual's right to comment on or complain about (in a responsible and appropriate way) any aspect of their placement, including daily issues or aspects of their future plan. Also, that those representatives, relatives and other significant people who may wish to complain, have access to the same procedure.

In order to ensure the integrity of the procedure Fair Ways will ensure:

- That all residents have private access to a member of staff if requested.
- Those representatives, relatives and other significant people have private access to a member of staff if requested.
- Parents and children, if old enough, are given information on how to make complaints and representations, including how they can secure access to an independent advocate. Where necessary, this access is to an advocate who is suitably skilled in signing or in speaking the complainant's preferred language
- That all residents have a regular opportunity to discuss aspects of their placement with other residents.
- Parents can take up issues in the most appropriate way and without fear that this will result in any adverse consequences. They receive prompt feedback on any concerns or complaints raised.
- That residents have immediate and private access to their case holder/or representative in the case of a serious complaint.

Fair Ways will co-operate fully with any complaint dealt with by the placing authority.

All complaints will be recorded, the action taken and the outcome of any investigations within the Complaints Book and within a family's case file.

The complaints procedure is transparent and procedurally will be transparent for parents, placing authorities and external inspection bodies.

14. Circumstances in which Placements may be terminated

Whether leaving in a planned way or an emergency departure, Fair Ways will attempt to make the transition out of the centre as smooth as possible. In planned moves the parent will always be taken to their next placement in advance to give them an understanding of where they will be moving to.

Fair Ways will endeavour to obtain as much written information as possible on the next placement. This information will be passed on to the parent both verbally (through link worker sessions) and in a written format that they can understand.

Termination of placement will be considered in the following situations;

- Where there is clear evidence that a parent is not making use of the placement as was agreed at the Initial Planning Meeting
- If the placement becomes unsafe for a child
- If the placement becomes unsafe for other residents or staff
- If a child is removed from a parent's care

The termination of any placement will be made in consultation and partnership with the placing Local Authority.

Any emergency departures will take into account the needs of the parent however; paramount importance to the safety of the child supersedes this.

Equally, in a termination of placement, if there is no immediate risk of harm to a child, other residents or staff, we will give time for an alternative placement to be sought.

We will endeavour to provide 7 days written notice of placement termination to local authorities however if this is not always possible in the event of an emergency departure.

15. Arrangements for Visitors and Family Contact

Any arrangements for contact with family, friends and all significant others will be discussed at the initial planning meeting and recorded in the Placement Agreement Plan.

We appreciate the importance of contact and aim to offer a welcoming atmosphere and appropriate privacy. All residents have access to a phone in a private area to facilitate contact and make visiting arrangements. This will be encouraged by staff.

In extreme circumstances, contact with individual family members or significant others may be curtailed or reduced following decisions made by link workers during the reviewing/planning meetings.

Where appropriate and in conjunction with the resident's Placement Plans, contact with positive relationships will be encouraged. Staff will ensure the safety and well-being of all residents will remain paramount at all times.

Visitors will not be permitted to stay overnight, unless they are party to assessment and this has been agreed by the local authority.

Visitors to the centre must be agreed in the first instance by the allocated social worker, and this agreement must be entered into Placement Plans. All visits must be made only by 24 hours prior arrangement. All visitors are expected to behave in an appropriate manner, and it is the responsibility of the resident parent to ensure this occurs.

No known sex offenders or anyone convicted, or awaiting trial for any sexual or violent offences against children or adults will be allowed in the Centre.

Only staff may answer the Centre front door to prevent any unwelcome visitors and ID is to be requested to ensure the safety of all residents and staff. Visitors will only be allowed entry following the making of an appointment in advance. Professional visitors who are unknown to staff will be asked to show ID before being allowed entry.

Staff will be aware of each individual Placement Agreement Plan in terms of who may visit, how long for, whether supervised and their expected conduct. The vetting of visitors is down to staff in regards to anyone under the influence of alcohol/substances. Any concerns regarding a visitor's demeanour and entry will not be allowed regardless of any appointment made.

Parents are responsible for the behaviour of their visitors and there is an expectation of shared responsibility for visitors not to infringe on the privacy of other residents. Visitors are expected to read and sign the expectations and rules in place at the family centre. This also covers health and safety and fire procedures.

If, once a visit is underway, any concerns arise regarding conduct/behaviour, the visitor will be asked to leave immediately. If they refuse, staff are to employ de-escalation techniques to attempt compliance. If compliance is not forthcoming, then the police will be called immediately. Staff will ensure that all residents and children are kept safe from any risk situation developing.

16. Respecting the Privacy and Dignity of Residents and Confidentiality

All residents have the right to expect confidentiality and their dignity respected. Parents and children have access to external advice and support (including through relevant helplines) which they can contact directly, and in private, about problems or concerns.

All residents have the right to have information held about themselves or their families etc. held in a secure place, which is unavailable to people that do not have a right to access.

Residents cannot expect conversations with Fair Ways staff to be deemed as confidential. If any resident expresses a wish to have a confidential conversation with a staff member, that staff member must explain that although any information will remain confidential to those professionals that need to know, it cannot remain confidential to that staff member alone.

All residents have the right to expect that their own personal belongings will remain safe.

All residents have the right to expect privacy in their own room and can expect staff to knock before entering.

Residents cannot deny staff access to their room if staff have concerns relating to the safety/risk of their child or themselves.

Residents cannot deny staff permission to search or inspect items in their possession and/or their rooms. This will only be done if there are safety concerns either to their child or themselves. These concerns will be documented in the family's contact sheets, and brought to the attention of the management team. If a search of any bedroom or living area takes place, a minimum of two staff must be present at all times.

The location and use of CCTV surveillance cameras will be made clear to residents either before their placement starts or on the first day of their placement during the Placement Agreement meeting. The CCTV will record 24 hours a day. Any copies made of recordings will be stored securely and will be held for a period of 3 years and will only be shared under realms of General Data Protection Regulations (2018) and within the terms of the CCTV and Surveillance Policy.

All communal areas and all flats have CCTV. This is only used with the parent's written consent at the request of the placing authority and recording within the Placement Plan. There will be no covert surveillance.

Telephones in the Centre are wireless, therefore residents can use them for practical and private conversations where they choose.

17. Drugs and Alcohol Policy

Fair Ways Residential family Centre takes a zero tolerance approach to illicit drug use and alcohol use. We do not permit alcohol or illicit drugs to be brought on to the premises.

If residents are found to be in possession of alcohol or drugs this would need to be removed from the premises immediately. We would notify the local authority and this may result in termination of placement at the centre.

18. Arrangements for Protecting Children and Parents under the Age of 18

Children and families placed at the Family Centre have a right to and must be enabled by staff to feel safe and be safe. They need to understand how to protect themselves, feel protected and be protected from significant harm.

Fair Ways family centre Safeguarding protocol and Fair Ways Safeguarding policy provide full details of the protection of children and young people. This includes information relating to recruitment and selection of staff, the Designated Safeguarding Officer, staff responsibilities and whistleblowing, child exploitation and E-Safety.

All Fair Ways staff are fully trained in Safeguarding children, young people and vulnerable adults. All staff are familiar with what action to take where concerns have arisen for the safety or wellbeing of a child or vulnerable adult.

We have a Behaviour Policy and House rules to ensure children and residents feel safe at the family centre and this is shared with families on arrival.

This statement of purpose was updated by Deputy Manager Emma Wiseman on 26.05.20 due to Registered Manager being on leave.

This has been reviewed and approved by Dan Buckle Director of Family Services.