

PALM TREE CHILDRENS HOME



Statement of Purpose



Palm Tree Children's Home is owned and managed by Lilian Davis Group Care Services Limited

**Lilian Davis Group
Unit B4, Sutherland House
43 Sutherland Road
LONDON
E17 6BU**

This statement of purpose has been prepared in accordance with the requirements of Regulation 16 and schedule 1 of the Children's Homes (England) regulations 2015.

Palm Tree Children's Home is maintained as part of a range of provisions that enable Lilian Davis Group to provide services to the Local Authority in their responsibilities to support families with children who have health, physical or behavioural needs and who may have other additional needs.



Nearby Park

Table of Contents

INTRODUCTION	4
OUR VISION	4
OUR MISSION	4
OUR VALUES.....	4
SERVICES AND SUPPORT	5
THE HOME AND SURROUNDINGS	6
QUALITY AND PURPOSE	8
CARING FOR CHILDREN	9
SAFEGUARDING CHILDREN.....	10
CHILDREN’S BEHAVIOUR	14
EDUCATION	15
CHILDREN’S HEALTH	16
POST 16 – CONTINUITY OF CARE	18
Transition Planning	18
2. Life Skills Development	18
3. Tailored Support	19
4. Housing Options	19
5. Continuity of Care	19
6. Multi-Agency Collaboration	19
7. Emotional and Mental Health Support	19
8. Monitoring and Feedback	19
STAFF TEAM AND RECRUITMENT	20
Lilian Davis Group Organisational Chart	22
QUALITY ASSURANCE	23
Statement of Regulatory Compliance	23

INTRODUCTION

At Lilian Davis , we recognise the unique challenges and universe of potential that lie within every child thus we provide a transformative environment where holistic development meets their individual care. Our approach allows each child to discover the joys of childhood and feel a tapestry of hope care and renewed purpose and zest for happiness.

OUR VISION

To have an open holistic family orientated home, where the children are the centre of what we do. The home aims to tap into each child's potential and bring the best out of them by exposing them to various activities, life skills and opportunities to develop. Staff will provide warmth, skills and knowledge that will empower children and young people to share views, wants, wishes and feelings. We will use the voice of the child to influence practices and how the home is run.

OUR MISSION

At our children's home, we are committed to positively transforming lives by laying the groundwork for success in providing a safe, secure, and loving environment, fostering positive relationships, inspiring dreams, and promoting personal growth and development.

OUR VALUES

As a residential children's home providing support and care for children who cannot live with their families, we are expected to uphold certain values to ensure the well-being and positive development of the children in our care. Some of our values include:

Safety and Security: Our homes will prioritise the safety and security of the children, ensuring they are protected from harm and provided with a stable and supportive environment.

Nurturing and Care: We will offer a nurturing and caring atmosphere, with trained staff who can meet the physical, emotional, and psychological needs of our children.

Respect and Dignity: Every child will be treated with respect and dignity, recognizing their individuality and rights.

Empathy and Compassion: Staff members must display empathy and compassion towards the children, understanding their experiences and providing emotional support.

Child-Centered Approach: The care and activities in the home will be child-centered, focusing on the children's wishes, needs, interests, and developmental stages.

Education and Skill Development: Our homes will provide access to education and opportunities for skill development, empowering the children for their future.

Inclusivity and Diversity: Our home will embrace diversity and promote an inclusive environment where every child feels valued and accepted.

Stability and Consistency: We will provide consistency in care knowing that routines are crucial for children's well-being, providing a sense of stability in their lives.

Collaboration and Family Involvement: Collaboration with the children's families, where appropriate, is essential to maintain family connections and support the child's reunification or other long-term plans.

Transparency and Accountability: Our Children's Homes will be transparent in their operations, maintaining open communication with stakeholders and being accountable for our actions

Advocacy and Child Rights: Advocating for the rights and best interests of the children in our care is a fundamental responsibility of every children's home.

Positive Role Modelling: Staff members will serve as positive role models, exhibiting appropriate behaviour and attitudes for the children to emulate.

Partnership with Professionals: We will collaborate with other professionals and agencies, such as social workers, therapists, and educators, to provide comprehensive support for the children.

Emotional Support and Counselling: Providing emotional support and access to counselling services is essential to help children cope with past traumas and challenges.

Continuous Improvement: Our Children's homes will strive for continuous improvement, regularly evaluating our practices and policies to enhance the quality of care provided.

Our values are embedded in all aspects of our decision-making process, delivery of services and planning for the future, inclusive of :

- Education
- Independence
- Self- Development
- Trust
- Compassion
- Integrity
- Respect
- Commitment
- Ownership

By upholding these values, we will ensure that our children's homes can create a nurturing and supportive environment that promotes the well-being and positive development of the children in our care.

SERVICES AND SUPPORT

We provide:

- Support services to Children with Emotional and Behavioural difficulties
- Children with Learning difficulties.
- Children with Autism Spectrum Disorder (ASD) and associated diagnoses
- Individualised behavioural support plans.
- Therapeutic interventions, including counselling and art therapy.
- Specialised education programs tailored to each child's unique learning style and needs.
- Physical, occupational, and speech therapies for children with learning disabilities.
- Life skills training, including social skills, self-care, and independent living skills.
- Recreational activities to support holistic growth, teamwork, and fun.

Therapeutic interventions, including art therapy, counselling, and access to specialist psychologists, are provided in collaboration with external agencies. Plans are tailored to individual needs and reviewed regularly

OUR COMMITMENT

We commit to:

- Collaborate closely with families, guardians, and other relevant stakeholders.
- Continuously train our staff to ensure that they are equipped with the latest methodologies and understanding of child psychology and behavioural management.
- Regularly evaluate our programs and approaches to ensure we are delivering the best possible outcomes for the children in our care.
- Act as a resource and advocate for children with behavioural challenges and disabilities, working towards a more inclusive society.

THE HOME AND SURROUNDINGS

our home is situated in the lovely area of Palm Tree in Sutton, close to transportation and amenities.

Palm Tree Children's Home is a two-storey family house, with a rear garden with five bedrooms on the first floor.

The home has a homely lounge, with a television and touch screen computer, where children can relax and carry out play activities. There is a kitchen/dining room area, with a family sized dining table and chairs, where everyone can sit and enjoy their meals; this can also be used for craft activities and games.

Our playroom/study area contains seating for quiet activities and relaxation, shelves of books and a variety of toys and activities. There are two bathrooms on the first floor, one equipped with a bath and the other with a shower; there is also an additional toilet downstairs.

The kitchen provides an environment well equipped for children to prepare, with staff support, snacks, drinks, meals, and baking activities. The facilities include a utility area which, although primarily used by staff for the running of the home, can also be accessed by the children, with supervision, to help develop self-help skills. Children are encouraged to participate in menu planning, shopping, food preparation and daily living skills.

Palm Tree project has a medium size garden with swings and soft play area. There is a seating area for children to relax in the shade in summer with a picnic table. There is a raised bed for growing produce of the children's choosing.

Outdoor sheds contain sporting equipment including bicycles, tabletop games, hoops, skipping ropes and various activities for games in the garden.

There is a sensory area at a quieter corner of the garden with textured grass matting, sand and musical chimes.

The grounds are secured by a gate and fencing to protect children's privacy and ensure their safety when accessing the front of the home and the garden.

All visitors must be approved by the Registered Manager or DSO and all visitor interactions with the children will be supervised

There are local restaurants in the neighbourhood close to the home. Children can enjoy a walk, with a meal or snack and a drink afterwards. Children benefit from amenities that are accessible by car such as cinemas, restaurants, country walks, swimming, and sports activities.

In the wider area there is access to amusement parks and theatres. Staff have access to designated

transportation to enable children to access the community such as shops, cafes and play parks.

Palm Tree has access to a wide variety of places of worship for many faiths, and within a 30-minute drive, there are further religious establishments. We will support all children's religious, cultural and ethnicity needs within the local community, where preferences have been expressed.

At Palm Tree Children's Home we support children from aged 7 to 15 years who have challenging behaviour and those with needs such as Autism, Asperger's Syndrome, Global development delay, ADHD, and other associated diagnosis. This is a mixed gender home and cater for female, male and non-binary children, and young people.

Referrals are made to Palm Tree Children's Home via a child's social worker. We undertake comprehensive assessments of their needs and introduce children to the home in a way that is right for them.

We have a continuous assessment plan throughout the placement ensuring that the child's needs are always met. The support is provided within a framework agreed through the child's annual review and care planning process. We provide full time placements, short breaks, and shared care support.

We support children and their families to visit and view the service – The Children's Guides and Family Handbook support these visits.

Emergency placements will be considered on an individual basis where a risk assessment will be carried out. The best interests of all children involved will always be at the forefront of any decisions made.

The home is open for 52 weeks of the year, including Christmas Day, New Year's Day and staff training days.

There may be times when, through joint planning and mutual agreement, a child may be able to stay beyond their 16th birthday. This will be evaluated on a case-by-case basis to ensure we are able to always meet the needs of the young person. If this was to occur, there would be a review of plans in place to support the young person to ensure we meet their changing needs.

We can be commissioned to implement clinical assessment and treatment plans for individual children, as appropriate, in liaison with other relevant persons/services; ensuring a multi-agency approach that values the child and puts the child's welfare at the centre of all decision-making processes.

If at any time we believe that we may not be able to meet the child's ongoing needs, this is discussed with all professionals and an intervention plan drawn up where we will ensure that we work with all the relevant professionals to support an effective transition into an appropriate home.

QUALITY AND PURPOSE

The staff team at Palm Tree Project Children's Home are skilled in adapting their approach to suit the particular needs of the children they support, and the staff training is provided to develop and maintain individual's skills. Staff listen and respond to the voice of the child.

Our aims are

- To provide stability within an enjoyable and family friendly homes, which expand the opportunities available for children, whilst supporting them to learn skills appropriate to their age, ability and understanding, encouraging natural progression, within a home environment.
- To ensure that our home provides an unyielding foundation where our children are taught how to make better life choices leading to happiness, independence and moral excellence reflecting in all their decisions.

We do this by

- Working closely with the child, families, key professionals, schools, and others that are important to the child, to provide consistency and support in ways that are in the best interest of the child.
- Delivery of a personalised and child centred approach of all aspects of caring for the child
- Meeting all the young person's rights in all aspects of care whether for play, family life , social and or leisure activities
- Having systems in place to ensure they enjoy the best possible mental and physical health including a lifestyle which lends itself to achieving this. This will include balance diet as well as exercise
- Protect each child from harm, injustice exploitation and discrimination
- Involve and integrate the child into their community for all areas of life including leisure education, sporting opportunities
- Ensure that their educational needs are met and developed with educational curriculum within the home.



Children are encouraged and supported to have as much involvement in decisions regarding their care as possible. Link Workers will act as advocates for children within the home.

At times due to the nature of a child and the display of behaviours of concern, it may be identified that the best way to support the child, will be to have "Team around the Child" for a consistent and stabilising approach. Each child will have an individual Support and Outcome Plan that is reviewed at least annually or when their needs change, the plan needs to be a "living" document.

The ethos of the home is to provide a home from home environment where children can grow and develop through a nurturing process that caters to their individuality. We are committed to providing a caring environment where everyone is treated with dignity and respect.

We provide activities and opportunities to enhance the children's experiences and outcomes. We will complete a "My Story" with each child to celebrate all their experiences and achievements.

CARING FOR CHILDREN

The team at Palm Tree Project Children's Home value the feedback we receive about the service, this is sought from a variety of sources and any learning is embedded into our practice.

We are committed to gathering feedback, in ways that suit the individual's preferred communication methods, which may include verbal, written, pictorial, behavioural or making use of technological aids. Children are supported to complete feedback forms which enables children to be involved in the shaping of the care they receive and the development of the service.

Children are given the opportunity to express their views in a way appropriate to their individual communication abilities and needs. They are encouraged to participate in the review and development of services, both in general and in relation to themselves.

We work in a child-focused manner to provide a safe environment for children where they are supported, offered a variety of stimulation and benefit from life experiences and opportunities, to access a variety of in house and community-based activities. Children's wishes, hobbies and interests are therefore supported in this way.

Our staff support and respect the child's individual beliefs and wishes. We treat each child as an individual and in so doing we recognise that religious beliefs may influence every area of a child's life from philosophy, morality, to diet and preparation of food and mode of dress. These beliefs and wishes will be incorporated into an individual's Support and Outcome Plan and will shape the support and care they receive whilst at Palm Tree Children's Home.



Many children would have come to LDG after experiencing many changing circumstances with multiple moves and have been at serious risk. We will strive to promote permanence, safety and stability.

The provision of stability from a stable staff team is imperative to meeting their needs including framework and strategy implementation to meet their needs and contribution to outcomes including stable transitions through our programs and their lives.

We have a strong positive outcome driven culture which underpins all the work we do and deliver. Staff resilience, training, positive attitudes and objectivity applied to our core principles and values will contribute to excellent outcomes for our children.

Our leadership team believes in working in a caring environment applicable to staff, stakeholders, and children alike to ensure that moral excellence is pervasive in all that we do and achieve.

We promote all our objectives in a way which reflects our core principles and values

The children move into the home with their own clothes, personal items, and equipment / medication, which are logged with sentiment item returned when and if they leave before their scheduled time. Children are encouraged to have personal items around them such as photographs and items that have a significant meaning to them. This, alongside personalising their bedroom, ensures that they feel at ease whilst living at Palm Tree Children's Home

In general, children do not stay at the home with pocket money, although when they do we ensure they are aware of how to keep this safe and will support them in accessing shops if required. While living at

Palm Tree Project, a child has access to a variety of activities, both within Palm Tree Project and in the local community, and are supported and funded by the home.

Children thrive when their experiences are positive. Staff spend quality time creating positive relationships, through meaningful interactions. Children are also encouraged and supported to form friendships with each other and are included in creating their own placement, educational, healthcare plans etc using a reward system for achieving targets.

SAFEGUARDING CHILDREN

It is the aim of the home to ensure that every child always feels relaxed and safe. Any safeguarding disclosure will be treated sensitively and supportively, as per Lilian Davis Group and the Local Authority's Child Protection Policies and Procedures. All disclosures will be treated seriously and reported as appropriate.

The Designated Safeguarding Officer (DSO) at Palm Tree Children's Home oversees all safeguarding and child protection matters, ensuring compliance with local authority protocols and Ofsted guidelines. The DSO is trained in advanced safeguarding and child protection frameworks, acting as the primary contact for all safeguarding concerns."

A robust Locality Risk Assessment containing information from both the Local Police and Sutton Police website is produced annually, the crime rate for the immediate area around the Palm Tree home is low.

All those involved with the provision of services for children in the children's home settings, must be alert to the possibility of abuse by other children, visitors, and members of staff. Staff attend relevant training, in line with the Sutton and other referring Local Authority policies. Staff are able, if they have a specific

interest, to request training in specific areas of Safeguarding through the appraisal process. The staff team working at Palm Tree Children's Home have access to the Management Team On-call for advice and guidance, as well as regular supervision in which they can discuss any concerns they may have. We have an "Open Door" Policy whereby staff can seek support from the Management Team whenever they feel this is required.

Identified staff have involvement in local safeguarding forums, which enables us to have a knowledge base of the most recent developments and practice. This information is then cascaded down to the Team.

All children have a Fire Evacuation Plan, and the home has an annual Fire Risk Assessment completed.

All compliments, concerns and complaints are taken seriously. Children are encouraged to share compliments, concerns and complaints with their parents and carers, staff, managers, or the Service Manager for Lilian Davis Group. Palm Tree Children's Home adheres to Sutton Council and Lilian Davis Group complaints policies and procedures.

Children, parents/carers, members of the public, agencies or professionals are able to raise compliments or concerns to staff, lead professionals, or go directly to MASH, LADO, or Ofsted. Requests to see the homes policies and procedures can be made to Palm Tree Children's Home or Lilian Davis Group Ltd.

Compliments, Concerns and Complaints can be made to:



Chantele Bucknor – Registered Manager
Lilian Davis Group
Unit B4, Sutherland House
43 Sutherland Road
LONDON
E17 6BU
Tel: 0203 620 9663
Mobile: 07486 562 697

COMPLIMENT? SUGGESTION? COMPLAINT?



We do not have surveillance or monitoring systems inside the home, however CCTV systems cover the external gardens and surrounding house and front yard . If there is an individual requirement for cctv within the house to safeguard a child or other children the appropriateness to the children will be assessed, including staff monitoring.

We provide Wi-Fi throughout, but parenting protocols are applied for access, including social media. We work with the social worker, child, and their family as appropriate to ensure access is safe and will support any staff monitoring that is required. At Palm Tree Children's Home, we utilise Lightspeed Technology to ensure secure internet access, tailored to the needs of both the young people and staff in our care. Lightspeed Technology is an advanced digital filtering and monitoring system designed to create a safe online environment for all users. This technology helps us filter content, blocking unsuitable websites and chat rooms, while allowing access to educational and age-appropriate resources.

The benefits of using Lightspeed Technology in our home include:

Enhanced Safety: By filtering harmful and unsuitable content, we protect children and staff from online risks, ensuring internet use remains safe and constructive.

Controlled Access: Lightspeed allows us to set usage limits, automatically turning off access at set times, which helps establish healthy screen time habits.

Flexible Support for Education: Lightspeed's customisable filtering enables access to online learning tools and resources, supporting our educational goals for children.

Improved Monitoring: Staff can oversee internet use, ensuring compliance with safeguarding standards and helping us identify any potential concerns early.

Staff Oversight: Lightspeed also monitors staff internet activity, ensuring adherence to organisational policies and promoting a professional online environment.

The home promotes an environment in which bullying is not acceptable. If bullying is found to occur, effective strategies will be implemented to manage the situation safely and promptly. We support children to actively come forward with their concerns in any area.

Staff at Palm Tree Children's Home are aware that children need privacy. However, this must be balanced with issues of protection and safety. The privacy and dignity of the children are respected at all times. There may be exceptions to this if monitoring is required due to individual needs for health and safety reasons.

All children who live at Palm Tree Home have their own private bedroom of their choice, wherever possible. They have the option of locking the bedroom door if they wish to, although staff do carry a key to the door, and will use it to unlock a door if they deem the child to be at risk.

The need for supervision, checks, and the use of audio or visual monitors during the night, is assessed on

an individual basis. Night-time monitoring will only take place where there is an identified need which will be detailed in the individuals agreed Support and Outcome plan and consented to by the child, Parent and/or their Placing Authority. Any night-time monitoring will be reviewed and discussed as part of our Good Practice.

Access to the home is via a main front door with a key lock, and exit is via a keypad. All children are assessed individually as to the safety of them knowing the code to exit the building. Visual Identification is required and the signing of the visitor book.

At Palm Tree Children's Home, we support multi-disciplinary working with professionals and are happy to facilitate visits from known education, health, and social care professionals. There are procedures in place to ensure the individuals identity is known and recorded. Any visits that take place will be organised by the parents or carer and/or lead professional for the child except in an emergency situation.

In the event of a child going missing from the home (or during outings away from the home) immediate action will be taken to locate the child. The member of staff supporting the child will carry an emergency card, which holds emergency contact details, and a photograph. The Police will be informed, and contact will be made with families and lead professionals, as appropriate.



Some children will be more vulnerable to missing episodes than others, depending on their diagnosis. We will therefore implement additional steps in their plans identifying actions to be taken during and after reporting, until they are either located or return, for that particular service user's missing or absent episode. In deciding when to contact the authorities and/or police, the staff will liaise with the manager and on call team members, and will take into account the service users age, time of day or night, whether the service user has gone missing before and whether we consider that he/she may be at risk.

Professionals and/or parents will be regularly updated if the service user remains missing. When a missing young person returns to care from such an absence, they will be welcomed by the team members whose aim will be to work with the service user to establish strategies to avoid future missing episodes, by understanding the issues whilst reducing risks and triggers. We will encourage the service user to have a return to home discussion with their keyworker and social worker as part of our procedure.



Full Risk Assessments are put in place for children who have behaviours that increase the likelihood of them going missing from care – we will link with the local police, where necessary.

CHILDREN'S BEHAVIOUR

At Palm Tree Children's Home, we promote positive behaviour and relationships. Children have staff members supporting them that they are familiar with. Wherever possible the child will consistently be supported by their key staff member.

We are aware that, at times, children may present behaviours of concern, which may be due to their mental health, environmental factors, medical conditions, or as part of growing up. We support children with behaviours of concern using the Positive Behavioural Support Management Ethos. The valuing of individual rights, opinions and wishes of children and working in partnership with them and their families is seen as paramount.

The management of physical and emotional, harmful behaviour is based on positive encouragement, diversion, and distraction to change or deflect behaviour.

Palm Tree Children's Home has close links with external professionals who can provide support and advice for the staff team, and the child. We aim to minimise concerning behaviours and work with the child in order to ease out their frustrations in a safe manner. The staff team have regular meetings in which they can discuss strategies to positively support children.

If behaviour becomes dangerous for the child or others, staff may, as a last resort, need to use a physical intervention to support the child. Palm Tree staff team receive behaviour management training which incorporates training and assessment of competence of physical guides and holds.

Any use of a physical intervention or restraint will follow the guidelines set by the Department of Health and the Local Authority Council. This is used only as a last resort and reflects the presenting behaviour, using the least restrictive intervention for the shortest time possible, to keep people safe. All children who use our service will have a Support and Outcome Plan which includes a Risk Assessment, Behaviour Plan, and a Positive Handling Plan where applicable.



De-escalation of behaviours is supported with positive strategies. Details of any physical restraint and/or intervention will be recorded and shared with parents or carers and relevant professionals. Health Monitoring forms are available for use if required. The Department of Health Guidance 2002, 'Restrictive Physical Interventions: How to provide safe services for people with learning disabilities and autistic spectrum disorder', will underpin and support good practice.

It is important that restraint is only used as a last resort and must be clearly identified as part of the service user positive behaviour support plan and agreed by all professionals and parents supporting the service user. All incidents of restraints will be reported on an incident reporting

form and all cases of restrictive physical intervention recorded in the RPI logbook and form. Our behaviour management training emphasises communication and de-escalation as well as a full understanding of the causes of challenging behaviour, reducing the need for utilising measures such as restraint.

EDUCATION

At Palm Tree Children's Home, we support children to make progress towards achieving their educational potential. EHCPs and Individual Education Plans are incorporated into the care plans where applicable. We provide designated facilities and support to enable children to complete homework tasks where needed.

The staff team have close working relationships with the schools that the children attend. We are able, by arrangement with school and home, to visit the children and see them in their school environment. Staff are able to liaise with the class teacher and teaching assistants to provide continuity of care with regard to any educational and behaviour plans. Palm Tree staff members consult with additional services to provide the children with necessary resources to aid learning and attainment.

A representative from Palm Tree Children's Home will attend the child's annual EHCP review and provide a written report where required. The "My Stories" that are completed can be taken to the reviews. The staff complete Palm Tree Children's Home review books to maintain effective communication with families and Education.

At Palm Tree Home we aim to provide a good level of educational support to all the children within our care, promoting life skill development and learning through play, fun and new experiences, in a safe and supportive environment.



We make necessary adjustments to ensure we meet the additional responsibilities for Children in Care. We do this by liaising with key professionals and families, and by adjusting the support we provide as required to meet the individual's needs.

As part of the individual Support and Outcome Plan at Palm Tree Home, each child has identified outcomes that are regularly monitored; identifying progress and adaptations to support the requirements of each individual. These will be evidenced in the children's own 'My Stories' so that the children and family can celebrate their achievements.

When a child is in the process of transition to adulthood, the staff team will support the process in a child focused way as required for best outcomes.

CHILDREN'S HEALTH

The health needs of all the children are determined in consultation with the child, their parents or carers, and lead professionals prior to admission and throughout their time at Palm Tree Children's Home. On moving into the home, children are registered with local GP, Dentist and Optician within 7 days.

Where children may have long term health conditions, staff are trained in the clinical skills necessary to deliver the care safely. The Children's Home has responsibility for ensuring correct and appropriate training of staff. Where it is necessary to utilise the skills of other individuals, their credentials and identity will be checked thoroughly and, if they require access to the child, it will be with parental/social worker consent and supervised.



Some of the children may require specialised support and follow specialist psychotherapy programmes. Staff members liaise with the relevant professionals to provide these services, if identified. Consultation takes place with parents, carers, and the school, to provide continuity of care for the child during their stay.

Some of the children have specific dietary requirements. Regular discussions with the parents or carers and the dietician, Paediatrician and GP are necessary in order to meet the health needs of the child, whilst also taking into consideration the child's wishes.

Palm Tree Home will support the local authority who has parental responsibility for a Child in Care and will have increased responsibility to take the children for regular health, dental and optical checks; and all appointment will be recorded.

Staff will support parents at visits, if requested. If any concerns arise about the health of a child, parents or carers are contacted and, if necessary, the child's GP. If necessary, we will either call an ambulance or take the child to the local accident and emergency department for medical attention. The local Hospital is within 2 miles of Palm Tree Project, this has children's and adolescent services.

If this occurs, families are able to meet and support the child at the hospital unless specific arrangements have been agreed prior to the child's stay. The staff team have awareness and understanding to support children with their emotional wellbeing. Consent forms regarding children receiving medical treatments will be completed prior to accessing the home.

Medication that are used by the child are required to be supplied with the correct dosage of medication, for the child in pharmacy labelled containers when moving into the accommodation. These labels require all information to enable administration of the medication by staff. Any changes in medication should be in written form on the medication authorisation sheet, signed and dated by the parents or social worker and by a staff member of the home.

At times, the child's medication is changed on a regular basis and a repeat prescription with the new dose on it may be delayed: for example, if the medication is changed by the paediatrician, we may seek confirmation from the child's Paediatrician or GP over the phone.

We may consult with the child's Paediatrician with regard to medication; this is achieved via telephone and email and with full involvement of the parents or carers.

Palm Tree Children’s Home adheres to Lilian Davis Group and Sutton Local Authority policies regarding food hygiene, follows the Food Standard’s Agency Registration and Compliance, and follows the local authority’s “Better standards, safer food” policies. The meals prepared take into account the individual needs of the children accessing the home, and their choices. The home supports the staff in accessing basic food hygiene training, and training in areas such as Health and Safety, and Infection Control.

At Palm Tree Children’s Home meals are treated as a family event. Children are supported to devise menus, shop and prepare snacks, meals, and baking items.



Palm Tree Home provides an environment, where healthy living is promoted. We aim to provide ingredients for a varied healthy diet. Opportunities for physical activities are offered, and we promote good personal hygiene and cleanliness.

Palm Tree Home is a non-smoking site, with smoking prohibited throughout the internal and external periphery, by the children, staff, or visitors.



POST 16 – CONTINUITY OF CARE

Around 14 per cent of young people in care, leave care at the age of 16, and it is therefore essential that pathway plans are developed in a timely manner, making sure that if a young person is considering leaving care at 16, they know what support is available to them, what their future options are, and have a plan to help them move on to independence successfully.

We work with the Local authorities to develop their pathway plans in a timely manner to ensure that those leaving care as well, as those moving into semi-independent living have the tools from which to continue their independence drive.

We provide appropriate support for the needs of the young people moving into supported accommodation, which is discussed as part of the pathway plan well before the young person is due to leave care.

They have the ability to meet and greet their keyworkers and form a relationship long before they step down, alongside the option of choosing their rooms and colour schemes etc. This minimises disruption of the young people and offer a broad choice of accommodation and the provision of a support package to go with the accommodation.

Our range of post 16 accommodation allows young people to opt for staying close to the residential home where they would have already built their friendship groups and community schemes where they may belong. When staying close, this will provide better options for continuity with the same keyworker where visits to the home could be permissible, allowing stability of their support network.



Tiered Stepdown provisions

- A. 16- 17-year-olds
- B. 18–20-year-olds
- C. 21-25

All young people between the ages of 21-25 will be assisted to find accommodation through partnering Housing Associations and the wider Local Authority; after proving their ability to live independently.

Transition Planning

*"At Palm Tree Children's Home, we believe in the importance of planning for a young person's transition to adulthood. Transition planning begins as early as possible, typically from the age of 14, to ensure the young person is well-prepared for independent living. This process is guided by their **Pathway Plan**, which is developed in collaboration with the young person, their social worker, and other key professionals. We focus on identifying their aspirations, strengths, and areas requiring further development to achieve positive outcomes."*

2. Life Skills Development

"We provide a comprehensive life skills programme to support young people in becoming independent. This includes guidance on budgeting, meal planning, household management, applying for employment or further education, and understanding tenancy agreements. Keyworkers provide tailored support to ensure each young person gains confidence in these areas."

3. Tailored Support

"Recognising that every young person's journey is unique, we provide tailored support packages to meet their specific needs. This includes the opportunity to engage with external providers, access training opportunities, and build social networks that will support them beyond the care system."

4. Housing Options

*"Palm Tree Children's Home offers a range of tiered step-down provisions to ease the transition into adulthood. These include:

- Semi-independent living arrangements for those aged 16–17, with close support from staff.
 - Supported accommodation for young adults aged 18–20, promoting further independence.
 - For young people aged 21–25, we collaborate with local housing associations to ensure sustainable, long-term accommodation options are available."*
-

5. Continuity of Care

"To ensure continuity of care, we encourage ongoing relationships between young people and keyworkers. Where appropriate, young people can remain in close proximity to Palm Tree Children's Home to maintain their community connections and access additional support as needed. Regular reviews of their progress and support plans are carried out to adapt to their changing needs."

6. Multi-Agency Collaboration

"We work closely with local authorities, education providers, housing services, and health professionals to provide a holistic support framework. This multi-agency approach ensures that young people have access to all necessary resources and opportunities to succeed as independent adults."

7. Emotional and Mental Health Support

"Transitioning to adulthood can be an emotionally challenging time. We provide access to counselling and mental health services to support young people through this process. Staff are trained in emotional regulation techniques and offer consistent encouragement and guidance."

8. Monitoring and Feedback

"We actively involve young people in shaping their transition plans by seeking their feedback and incorporating their preferences. Progress is regularly reviewed with their keyworker to ensure they feel supported and empowered throughout their journey to independence."



STAFF TEAM AND RECRUITMENT

Palm Tree Children’s Home staff team are recruited, according to Lilian Davis Group Safer Recruitment Policies and Procedures, as recommended in the ‘Warner Report: Choosing with Care (1992)’. All staff meet the requirements of the Children’s Home Regulations 2015.

All our staff hold a satisfactory enhanced Disclosure and Barring Service, meet Schedule 2 requirements, set out in the Children’s Home Regulations 2015, and work-related references dating back at least five years are scrutinised.

The staffing is based upon the children accessing the home, and their individual needs. This is reviewed regularly. At night the home is staffed by a live in care worker and two waking night member of staff, with the support of an On-Call Manager. Staffing levels are regularly reviewed to ensure they meet the changing needs of children. Emergency staffing plans include the use of minimal bank staff to maintain continuity and high-quality care.

Palm Tree Children’s Home has a Registered Manager, Deputy Manager, Safeguarding Lead and a Team Leader, all of whom are qualified managers with Health & Social Care Level 5 Leadership, an equivalent qualification or in the process of completing the qualification, Assistant Team Leaders and Care & Support Assistants, complete the team.

The team hold a wealth of experiences within childcare settings. The Registered Manager is accountable to the CEO for Lilian Davis Group. The Deputy Manager and Team Leader have responsibility for management of the Assistant Team Leaders and Care & Support Assistants. The Assistant Team Leaders oversee day-to-day tasks and activities whilst on shift and will support with staff management as required. Bank staff are available, if needed, to support staffing levels during holidays and cover staff absence. The use of bank staff is minimal within Lilian Davis Group.

The Registered Manager regularly meets with the CEO for Lilian Davis group for supervision. The Management Team regularly sources training for the staff. They also assess the individual staff members’ competence for each procedure they are trained in.

Palm Tree Children’s Home recruitment of staff is designed to encourage a diverse workforce, to enable children to have opportunities to access appropriate role models in their home, as well as their school and social life.



All staff members employed at Palm Tree complete mandatory and professional training policies, procedures and appraisals. All staff receive regular supervision. Staff training is tailored on the individual needs of the children living in the home. A training matrix is available, detailing the training needs of each role within the home and identifying gaps.

Home in line with receive and focused or accessing detailing all home and

Mandatory training includes areas such as Induction, Communication, Health and Safety, Conflict Resolution, Medicines Management, Safeguarding, Equality and Diversity, Manual Handling, Risk Assessments, , Behaviour Management, Learning Disability Awareness, Paediatric First Aid, Mental Capacity Act, DOLS, Autism Spectrum Disorders and Information governance. All staff attend the required annual Fire Safety updates. Fire drills will occur at intervals throughout the year, for both children and staff, with details recorded.

Emergency and Disaster Planning

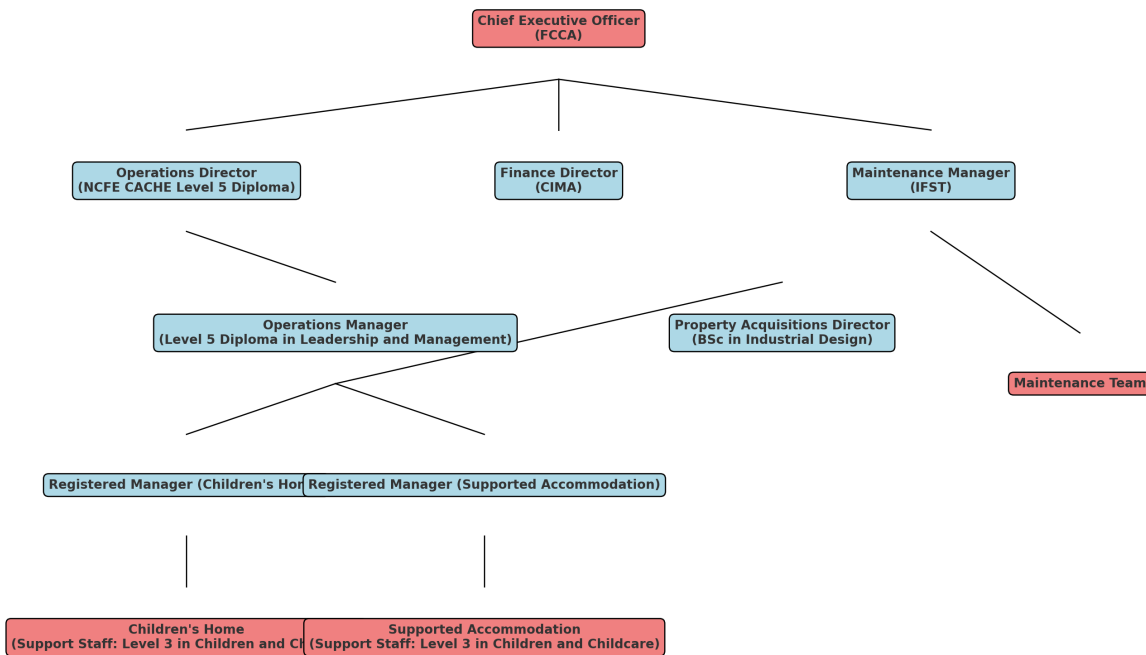
"Palm Tree Children's Home has a comprehensive disaster and emergency plan, which is regularly reviewed and tested to ensure the safety of children, staff, and visitors. All staff are trained in emergency response procedures, including fire drills, evacuation protocols, and handling unexpected events such as power outages or severe weather conditions.

Key features of our disaster planning include:

- **Fire Safety:** Fire risk assessments are conducted annually, and evacuation drills are held quarterly. Fire extinguishers, alarms, and emergency lighting are inspected regularly.
- **Flood or Severe Weather:** The home has measures in place to respond to flooding or severe weather events, ensuring minimal disruption to children's care.
- **Power Failures:** Emergency lighting and backup systems ensure safety during power outages. Staff are trained to manage essential operations during such events.
- **Emergency Contacts:** A designated emergency contact team is available 24/7 to coordinate responses and provide guidance.
- **Local Resources:** We maintain up-to-date contact information for emergency services, including local police, fire departments, and healthcare providers.

The disaster plan is shared with staff during induction and regularly updated based on risk assessments and feedback from quality assurance reviews. Children are supported to understand and participate in safety drills to reduce anxiety and promote preparedness.

Lilian Davis Group Organisational Chart



Below is the structure for the Lilian Davis Group, clearly showing the qualifications for each key position in the organisation:

Chief Executive Officer (CEO): FCCA - Fellow of the Association of Certified Chartered Accountants

Operations Director: NCFE CACHE Level 5 Diploma in Leadership for Health and Social Care and Children and Young People's Services (England)

Finance Director: CIMA - Chartered Institute of Management Accountants

Maintenance Manager: IFST - Institute of Food Science and Technology

Property Acquisitions Director: BSc in Industrial Design

Operations Manager: Level 5 Diploma in Leadership and Management

Support Staff for Children's Home and Supported Accommodation: Level 3 in Children and Childcare

QUALITY ASSURANCE

We have a regulation 44 inspector who visits the home every 3 months to review the quality of our service, and who meets and talk with the children, their relatives and other professionals surrounding the young person. The inspector provides a written report for the home which is also shared with Ofsted.

Quality monitoring of the home will be carried out by the Registered Manager and the Responsible Individual.



Registered Manager and Deputy Manager hold or are working towards Diploma 5 or equivalent with previous experience in the role. Team Leaders and Assistant Team Leader have the opportunity to work towards gaining NVQ level 4 or level 5 Diplomas in relevant subject areas. Care and Support Assistants will be required to hold or be working towards a Diploma level 3. Training is provided by LC Training and Consultancy Ltd, who provides training and development of our staff

The home complies with Lilian Davis Group Human Resources Policies and Procedures. Staff are able to join a union and access a Union Representatives, or Peninsula which is our Human Resources Service, for advice and support at any time. Peninsula also provides occupation health support for all staff, and this is a confidential process where required.

Statement of Regulatory Compliance

Palm Tree Children's Home operates in full compliance with the **Children's Homes (England) Regulations 2015** and the associated **Quality Standards**. These regulations set the framework for ensuring that children receive high-quality care in a safe and nurturing environment that promotes their welfare and development.

We are committed to meeting and exceeding the following Quality Standards:

- **The Care Planning Standard:** Ensuring all children have clear and personalised care plans tailored to their individual needs.
- **The Health and Well-being Standard:** Promoting physical, emotional, and mental health through structured support and access to necessary health services.
- **The Protection of Children Standard:** Safeguarding children from harm and promoting their safety through robust policies, staff training, and risk assessments.
- **The Education Standard:** Supporting educational attainment and personal development by working closely with schools and providing in-house educational support.
- **The Leadership and Management Standard:** Demonstrating effective leadership and governance, ensuring that the home operates to the highest standards.
- **The Positive Relationships Standard:** Encouraging positive relationships between children, staff, families, and professionals.
- **The Child's Views, Wishes, and Feelings Standard:** Actively involving children in decision-making processes regarding their care and the running of the home.
- **The Accommodation Standard:** Providing safe, comfortable, and homely accommodation that meets the needs of all children.

Palm Tree Children's Home adheres to the **Ofsted Inspection Framework**, which evaluates the quality of care, leadership, and outcomes for children in residential care. We strive to achieve the highest ratings through continuous improvement, staff training, and a child-focused approach.

In addition, our policies, procedures, and practices align with the following statutory guidance and legislation:

- **The Children Act 1989 and 2004**
- **Working Together to Safeguard Children 2018**
- **The Care Standards Act 2000**
- **Keeping Children Safe in Education 2023**
- **The Equality Act 2010**

We are committed to transparency and accountability, ensuring that all staff, children, families, and external professionals can access information about our practices and services. Regular reviews, independent quality assurance checks, and feedback mechanisms are in place to ensure we consistently meet and exceed regulatory requirements.

Conclusion:

At Lilian Davis Children's Home, we believe in the untapped potential within each child. Through our specialised care, supportive environment, and unwavering belief in their capabilities, we strive to light the way for a brighter, more hopeful future for every child who steps through our doors.

For further information please contact Adwoa Nyame (Registered Manager)

Adwoa.Nyame@Liliandavisgroup.co.uk