

Statement of Purpose



URN:
Tel:

SC361167
01952 630600



2. Details of the home's ethos, the outcomes that the home seeks to achieve and its approach to achieving them.
3. A description of the accommodation offered by the home, including:
 - (a) How accommodation has been adapted to the needs of children;
 - (b) The age range, number and sex of children for whom it is intended that accommodation is to be provided; and
 - (c) The type of accommodation, including sleeping accommodation.
4. A description of the location of the home.
5. The arrangements for supporting the cultural, linguistic and religious needs of children.
6. Details of who to contact if a person has a complaint about the home and how that person can access the home's complaints policy.
7. Details of how a person, body or organisation involved in the care or protection of a child can access the home's child protection policies or the behaviour management policy.

VIEWS, WISHES AND FEELINGS

8. A description of the home's policy and approach to consulting children about the quality of their care.
9. A description of the home's policy and approach in relation to:
 - (a) Anti-discriminatory practice in respect of children and their families; and
 - (b) Children's rights.

EDUCATION

10. Details of provision to support children with special educational needs.
11. If the home is registered as a school, details of the curriculum provided by the home and the management and structure of the arrangements for education.
12. If the home is not registered as a school, the arrangements for children to attend local schools and the provision made by the home to promote children's educational achievement.

ENJOYMENT AND ACHIEVEMENT

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

HEALTH

14. Details of any healthcare or therapy provided, including:
 - (a) Details of the qualifications and professional supervision of the staff involved in providing any healthcare or therapy; and

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

POSITIVE RELATIONSHIPS

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

PROTECTION OF CHILDREN

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

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

(a) The home's approach to restraint in relation to children; and

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

LEADERSHIP AND MANAGEMENT

18. The name and work address of:

(a) The registered provider;

(b) The responsible individual (if one is nominated); and

(c) The registered manager (if one is appointed).

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

20. Details of the management and staffing structure of the home, including arrangements for the professional supervision of staff, including staff that provide education or health care.

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

CARE PLANNING

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

Introduction

In order to comply with the Children's Homes Regulations 2015 each home is required to have a Statement of Purpose. The Children's Homes Regulations 2015 specifies that the statement of purpose is clear and available to staff and children and reflected in any policies procedures and guidance. It is available to the responsible authority and any parent or person with parental responsibility. The standard also advises that the Statement of Purpose is child focussed and is updated along with the homes Children's Guide every year. For full details on what the standards and Regulations say we should set out to do within this document please refer to Appendix 1 at the end of this document. The Children's Homes Regulations 2015 refers to Schedule 1 *Matters to be included in the Statement of Purpose*. This acts as a list of matters that should be covered and for ease of use we have followed the numbering provided in this Schedule.

Quality & Purpose of Care

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

The service provides a caring structured environment, specifically designed to meet the needs of children and young people. Options Higford accommodates children with Autistic Spectrum conditions (ASC), who may also have additional complex needs that include severe learning difficulties, receptive and expressive language disorder, sensory impairment medical needs and other challenging behaviours. High levels of support and care from dedicated practitioners is always available as a result of these complexities. The intended age range is 8 to 19 years of age inclusive. Both genders can be accommodated at Options Higford. When young people reach the age of 18yrs and become a vulnerable adult they are still accommodated at Options Higford until the academic year in which they are 19yrs.

Options Higford works hard to ensure that the needs of both children and vulnerable adults are met and they are compatible to reside in the accommodation together with support. Each young person has their own specifically designed programme that addresses the needs of Autism and other behaviours displayed which enables the child to develop the skills needed for living as independent as possible.

Higford employs a clinical team that provide a holistic service to our children and young people. The team the service includes a Speech and Language Therapy, Occupational Therapy, Clinical Psychology, Assistant Psychologist and Therapy Assistant, as well as a nursing team, who work closely with the staff to enable them to meet the needs of the young people. Other specialist practitioners are consulted as needed, including a homeopathic clinician.

2. The homes underlying ethos and the outcomes that the home seeks to achieve and its approach to achieving them.

The overall aim is to use a person-centred approach that enables children and young people with an Autistic Spectrum condition to develop a range of skills. Using Autism specific techniques and strategies to enhance each child's ability to cope and live as independently as possible in later life.

This is achieved by providing a positive caring environment with state of the art facilities in which the children and young people are given the opportunity to have fun and explore interests, supported by practitioners with an expertise in Autism. We use the SPELL framework developed by the National Autistic Society to support and develop our practice with individual students.

Practitioners show a high regard for the children's' rights by recognising values like dignity, privacy and maintaining appropriate levels of confidentiality.

Options Higford has a non-sanction based approach to caring for children and young people. In practice this means that we recognise good behaviour and reward this with verbal praise and encouragement.

As a multi-disciplinary team here at Options Higford we pride ourselves on working together to make a difference to the lives of children and young people. To ensure that children remain our focus we convene Child Centred

Planning meetings to discuss their progress. Options Higford has an embedded Clinical Team, led by a designated Clinical Lead. Qualified members of the team are regulated by the Health and Care Professions Council and include a Clinical Psychologist, Assistant Psychologist, SALT, Occupational Therapist and 1 Registered Nurse.

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

a) Accommodation that has been adapted for children's needs

b) the age range, number and sex of children for whom it is intended that the accommodation is to be provided

c) type of accommodation including sleeping accommodation.

There are four houses on the Options Higford School, they are: Orwell House (4 bedrooms) and a single occupancy flat, Darwin House (6 bedrooms) inclusive of a single independence kitchen. Owen House (8 Bedrooms) and Clive House a single occupancy house, all of which are purpose designed facilities.

Each child has his/her own bedroom with access to a shared lounge, dining and kitchen facilities. Every effort is made to ensure that their living environments are homely, individualised and take into account the sensory and behavioural issues related to children with Autistic Spectrum Condition and complex needs. Under no circumstances will a child be expected to share a room or their belongings with another individual.

Residential Care

Owen, Darwin, Clive and Orwell House accommodate children on permanent placements. The intended age range is 8 to 19 years of age inclusive. Both genders can be accommodated at Options Higford. When young people reach the age of 18yrs and become a vulnerable adult they are still accommodated at Options Higford until the academic year in which they are 19yrs. Options Higford works hard to ensure that the needs of both children and vulnerable adults are met, and they are compatible to reside in the accommodation together with support.

Options Higford accommodates children with Autistic Spectrum condition (ASC), who may also have additional complex needs that may include severe learning difficulties, receptive and expressive language disorder, sensory impairment medical needs and other challenging behaviours. High levels of support and care from dedicated practitioners is always available as a result of these complexities.

Clive House

The single occupancy house is designed for young people who have complex needs and find it difficult to tolerate living with others. The house has its own garden area, living accommodation and space for vehicle access. This house has its own dedicated team of Practitioners who are led by a Team leader and overseen by the Home managers in line with the rest of the home.

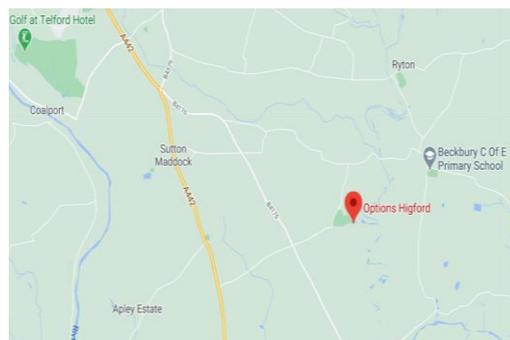
This area includes a specifically designed single classroom which is attached to allow easy access to ongoing education support and programmes. This is provided by a consistent team of LSA's who are supported by a Tutor and Class Teacher.

The overall aim of Clive House is to integrate the young person into a group setting through a gradual transition and to access community facilities off site with support. Young people from Clive House access facilities on site with staff support taking into consideration their needs and abilities.

4. A description of the location of the home

Options Higford is allocated in the rural area of Shropshire.

It is accessible to Bridgnorth, Telford, Shrewsbury & Wolverhampton via a short car journey.



We have access to local amenities in the Shifnal, Bridgnorth and Madeley areas as well as larger shopping centres in Telford, Shrewsbury and Wolverhampton.

Various Leisure/recreation centres in Telford, Wolverhampton, Shrewsbury & Bridgnorth

There are specialised youth clubs that cater for young people with various disabilities:

Club 17 in Dawley

Club 2000 in Madeley

Local cinemas in Telford, Shrewsbury, Wolverhampton & Bridgnorth.

Ice rink in Telford and entertainment areas where you can play on arcades, bowling and soft play area.

Local Farms such as Apley where the young people visit for leisure and some go to do work.

The Princess Royal Hospital is located in Telford, Royal Shrewsbury Hospital in Shrewsbury.

West Mercia Police cover the Shropshire area and our location police station is in Bridgnorth or Telford

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

A key part of the assessment procedure is the determination of religious, ethnic, cultural and/or dietary background and requirements.

Where certain diets, or exclusions of foods from the diet, are required the home will make every attempt to follow these, following medical or cultural advice. Specific training courses are sort for staff and also parents and carers.

Where desired by the child and/or family, arrangements are made for children to follow any preferred religious persuasions. All reasonable steps will be taken to enable children to attend their preferred place of worship.

The home celebrates the diversity of cultures and religious traditions represented in its own community and elsewhere (Policy available on request.)

The children attend local churches in Albrighton, Shifnal, Madeley and Norton. There are also local Mosques which are in Wellington, Telford and Wolverhampton which are only between 10-15 minutes' drive away from the home.

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

It is recognised that children with an Autistic Spectrum Condition and receptive and expressive language impairment may find it very difficult to complain, and circumstances may exist for a complaint to be a reasonable course of action.

The open and supportive culture that exists at Options Higford enables and encourages practitioners to advocate for children and make complaints on their behalf with the knowledge that they will be taken seriously and dealt with appropriately in accordance with Options policy and procedures.

Children and young people, their parents and families and Local Authority representatives are encouraged to discuss any areas of concern at the earliest opportunity with a member of staff. Practitioners will endeavour to resolve matters, if necessary by seeking the assistance of a senior practitioner, the Manager (Emma Lane) Head of Service and Responsible Individual (Anne Adams). The contact details are - Options Higford, Nr Shifnal, Shropshire, TF11 9ET Telephone 01952 630600

If the complaint cannot be resolved by discussion within the company's procedures, or if the complainant does not wish to pursue this route, they may have recourse to the complaints procedure operated by the referring authority or to the Local Safeguarding Children's Board.

An Independent Advocate from Coram VOICE visits once a fortnight and is available to discuss any areas of concern.

Complaints about registered services can also be made to Ofsted in writing at Social Care Enquiries (Complaints Team), Ofsted National Business unit, Piccadilly gate , Store Street, Manchester, M1 2WD, or by telephone on 0300 123 4234

The Complaints Policy and other Organisational Policies are accessible to all staff on the internet via the secured Options Resources Portal.

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

The Home has a detailed Child Protection policy, Safeguarding policy and Whistleblowing policy. There are also POVA procedures available for support the young adults.

Staff have received training in Child Protection Procedures, Safeguarding, Whistleblowing and related areas. Organisational Policies are accessible to all staff on the internet via the secured Options Resources Cascade.

There is also an Anti-radicalisation policy as "Options recognises the risks to children around radicalisation and have developed a policy which outlines how the organisation will minimise those risks for the young people we support.

Positive behaviour support is managed through using PRICE intervention techniques. Options Higford's Positive Behaviour Policy is available on request. This includes information and guidance on how to interact with children and young people when managing behaviour.

Options Higford has designated Safeguarding officers that manage safeguarding concerns and give support. The contact details are below:

The designated Safeguarding Officers at Options Higford are

Anne Adams (Head of Service) – 07525 124822

Emma Lane (Homes Mnager) – 07720 097563

Richard Winzor (Head Teacher) – 07860 404736

Views, wishes and feelings

8. A description of the homes policy and approach to consulting children about the quality of their care

Options Higford employs the services of an Independent Children's Advocate. This role is undertaken by Coram VOICE, an Independent national charity, working to empower children in care. Two advocates from Coram VOICE, visit Options Higford on a fortnightly basis and spend time with residents and practitioners.

Due to the effects of Autism on the children's ability to communicate and levels of understanding, consultation can be difficult and will often require a key worker or parents to advocate on behalf of the child. Children and their families should feel listened to and are consulted regularly about matters that they or the home consider important. We encourage where possible that each child is given the opportunity to participate in regular key worker meetings or a group meeting.

The following are examples of the range of approaches that may be adopted, subject to specific individual needs, to enable children to make their wishes and points of view listened to and heard such as:

- Individual meetings with their key worker
- Child contribution to Annual Review when possible

9. A description of the homes policy and approach in relation to:-

a) anti-discriminatory practice in respect of children and their families; and

b) children's rights

Options Higford is part of Options which is an organisation committed to equal opportunities and anti-discriminatory practice both in terms of the staff it employs and the children and young people it looks after.

We seek to develop a culture which values each person as a unique individual worthy of respect and understanding. All practitioners working at Options Higford implement and promote anti-discriminatory practice. We ensure that every young person is valued, respected and treated with dignity. We embrace racial & cultural individuality and celebrate its diversity. All practitioners recognise culture as a living and changing state and we challenge stereotypical and discriminatory views of difference (disability, gender, race or culture).

Children will be encouraged and supported by practitioners to develop their individuality, independence, and freedom by, for example, making choices about activities; choosing meals; selecting their clothing outside school time and to take pride in their personal appearance, taking their ethnic, religious or cultural identity into account.

Staff will look to develop innovative ways of assisting students in developing economic well-being by, managing their finances; choosing how to spend their pocket money; performing transactions, with support; and, learning how to save. Records of all personal allowances paid to the children will be maintained and kept on their personal files.

Staff receive training on Equality and Diversity. Staff work alongside company policy and procedure in place such as Anti-bullying Policy, Disability & Discrimination Act policy and Accessibility Plan, Equality Policy and Spiritual, Moral, Social & cultural Policy. Organisational Policies are accessible to all staff on the internet via the secured Options Resources Portal.

Options upholds the values for each young person.

These include:

- the right to life, survival and development;
- the right to have their views respected and to have their best interests considered at all times;
- the right to a name and nationality, freedom of expression and access to information concerning them;
- the right to live in a family environment or alternative care and to have contact with both parents if possible;
- health and welfare rights - including rights for disabled children - the right to health and health care and social security;
- the right to education, leisure, culture and the arts;
- special protection for refugee children, children in the juvenile justice system, children deprived of their liberty and children suffering economic, sexual or other forms of exploitation.

Education

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

Options Higford is registered with the Department for Education as a 34 place school for students aged 8 - 19 years with Autistic Spectrum Conditions (ASC), associated complex needs and challenging behaviours. Our curriculum encourages the development of communication, social and life skills as well as academic achievement.

Each student's individual learning abilities, requirements and academic progression are consistently monitored to ensure that support remains proactive, learning opportunities are maximised and every individual achievement is celebrated. Higford will also support students to access specialist or individual Education packages off site wherever appropriate if students are placed on a residential only placement.

The Curriculum

We strive to support the development of young people who are: happy and confident, with a positive self-esteem; able to learn independently and cooperatively; independent and sociable, able to communicate their feelings, wishes and needs; able to make choices, manage their own behaviour and enjoy life.

Options Higford utilises the EQUALS Schemes of Work across the curriculum to support access to the National Curriculum, and ASDAN awards and qualifications as appropriate. We use the B Squared Assessment Programme to make summative assessments of our students using P-levels, National Curriculum descriptors, and Milestones 'Adult Steps' for Post-16 students.

Individual Education Plans are updated each term with progress celebrated via the Annual Education Review of their Statement of Educational Need / Education Health and Care Plan (EHCP), and the Annual Report to Parents at the end of each academic year.

Organisation of Higford Education

Options Higford has been designed to meet ASC specific educational needs, with facilities and staffing tailored to address both the shared priorities of learners with autism and the uniqueness of each individual student. The organisation of students into class groups is based upon a combination of age, individual learning needs and personal compatibility.

The maximum class size at Options Higford is 5 students, supported by a teacher, tutor and 2-4 learning support assistants, depending upon actual group size and individual need. The organisation of each school day is flexible to appropriately respond to the learning needs of each student, with a total teaching time of 25 hours per week. Each school day incorporates learning based in the classroom and specialist indoor and outdoor on-site facilities.

Student's personalised timetables incorporate independent learning, individual teaching and group teaching experiences, plus the opportunity for regular physical activity and sensory based activities. We also incorporate community based learning, including: shopping, cafe and library use, swimming and horse-riding, and farm-based work-experience. Education and care staff work as a team to reinforce and extend community based-learning, leisure and life skills.

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

The home is registered separately as the school, The school is on the same site as the home but has its own registration

Enjoyment and Achievement

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

Due to the nature of Autism, children at Options Higford often need extra support to participate in the above. The individual needs of the pupils will be assessed and plans to promote & support pupil participation will be made. New activities are introduced on a step-by-step basis. Recreation and free time are structured to encourage participation and maximum benefit from the activity.

Staff seek to ensure that programmes are broad, balanced and reflect the needs of both the group and the individual. Children are encouraged to enjoy and use space and time for themselves and to exercise the ability to make choices.

There are varied facilities in the area for the young people to access such as recreation centres, youth clubs, farms, parks and local amenities. Some of the amenities that the children access in the local area and community are as follows:

Apley Farm – work experience and for leisure

Seven Stars Pub – socialising and independence skills

Bentley Bridge swimming pool –Exercise, social skills, Independence

Telford Shopping Centre, Tesco, Apley Farm Shop, Independence skills, Social skills.

Telford Town Park – Exercise, leisure

Cinema – Leisure, Social skills

Bowling– Leisure, Social skills

We are also based in a rural area which gives the young people opportunities to go for local walks and explore. Activities further afield are also organised to give the young people various experiences. All activities are formally risk assessed and structured to meet the needs of the child with ASC, activity planners and evaluation sheets are in place.

Options Higford also benefits from having a wide range of facilities on site. We have a purpose designed Sensory Hub, which features various sensory rooms, indoor water play area, OT room and well-being room. There is soft play room, sports hall, ICT room and art room. There are computers, consoles, TV's and a library accessible to the young people. Outdoors there are garden areas for them to play, where they have access to bikes, balls and other play items, there is also a trampoline, swings, climbing frame and small park area, horticultural area, all weather outdoor play areas, woodland walks and fields.

Children are actively encouraged to participate in the planning of any activities.

Health

13. Details of any healthcare or therapy provided, including:-

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

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

Residential Care at Options Higford is fully supported by an embedded Multi-Disciplinary Clinical Team, which comprises:

- 1 X Wellbeing and Clinical Co-ordinator (FT)
- 1 X Clinical Psychology (PT)
- 1 x Trainee Assistant Psychologist (FT)
- 1 x Therapies Assistant (FT)
- 1 x Speech & Language therapist (FT)
- 1 x Occupational Therapist (PT)

The clinical psychologist, speech and language therapist and occupational therapist all have the required professional qualifications and are registered with their respective professional bodies and the HCPC.

The children and young people at Options Higford have complex profiles in terms of diagnosis difficulties and needs. For this reason the clinical are required to have knowledge, skill and experience in applying different recognised approaches in their practice when supporting the children / young people and staff e.g. SPELL, PACE, Total Communication, Intensive Interaction.

Prior to admission the clinical team are fully involved in the transition planning process. Following admission a multi-disciplinary assessment is carried out and the information gathered is used to form the intervention plan and core clinical documents in place (Positive Behaviour Support Plan, Communication Profile, Sensory Motor Profile, Independence Plan and My Views document). Progress reviews are carried out annually and corresponding plans and paperwork updated accordingly. Additional specialist clinical assessment is carried out as and when required

if a specific difficulty is identified. Core clinical documents and reports are shared as required to internal and external professionals. Confidential clinical records and logs are held securely and are only accessible by a member of the clinical team.

Throughout their time at Options Higford that children and young people receive support from all members of the clinical team. This may entail both direct and indirect support. Indirect support might include: staff training, mentoring and putting programmes in place for staff to deliver. Direct support might be delivered on a 1:1 or group basis. A written plan is required for any intervention and outcomes are measured, recorded and reported.

The clinical team provides reports for key meeting and reviews for each child and young person throughout their placement at Options Higford and there is always clinical representation at meetings.

Line management supervision is provided to the team by the on-site Wellbeing and Clinical Co-ordinator. The qualified members of the team also receive professional supervision internally and / or externally as required by their respective professional bodies. The assistant psychologist receives clinical supervision from a qualified clinical psychologist in the group. The wellbeing and clinical co-ordinator receives line management supervision from the Head of Service and the Regional Head of Clinical Services.

The clinical team support the wider team around the child and young person as and when required. They also to take an active role in supporting the wellbeing of not only the children and young people, but also the staff.

Lucy Shortt - as Wellbeing Co-ordinator and Consultant Specialist Speech and Language

During Lucy's 30 year career as a Speech and Language Therapist, she has worked with a broad client base both within the NHS and the independent sector. She has also run her own private practice. In her current role as Wellbeing Co-ordinator and Consultant Specialist Speech and Language Specialist, Lucy manages the clinical team at Options Higford and provides specialist operational and clinical support across multiple fostering, care and education sites. Clinically her areas of specialism include: Learning Disability and Difficulties, Autistic Spectrum Conditions (ASC), Social Communication Disorder (SCD) Central Auditory Processing Disorder (CAPD), Specific Language Disorder and Social Emotional and Mental Health difficulties. Lucy strongly believes in the need for mutual respect in an organisation and a person centred multi-professional approach. She is committed to striving to provide quality clinical intervention, support, training and supervision.

Jacob Ellis – Assistant Psychologist

In 2013, Jake obtained a BSc undergraduate degree in Sociology and Psychology from the University of Huddersfield. Shortly after, Jake began working as a Healthcare Assistant at a private adult mental health rehabilitation hospital in Dewsbury, West Yorkshire. Jake then worked as an Occupational Therapy Assistant in the hospital and progressed to a Senior Occupational Therapy Assistant role. Whilst studying for his MA in Psychology, Jake worked as a Senior Support Worker at a private SEN college in Wrexham. This role entailed supporting young people with ASD and associated difficulties and conditions. Jake continued working at Wrexham college after completing his MA and progressed to a Senior Supervisor role. Jake joined clinical team at Options Higford in January of this year as an Assistant Psychologist. Not only has Jake gained the qualifications required to pursue a career in psychology, but he has acquired other valuable knowledge, skills and experience in his other clinical roles.

Jenna Bull – Therapies Assistant

Jenna has worked at Options Higford for just over a year. Jenna did her NVQ level 2 & 3 childcare qualifications and went on to study with the Online Open University, doing a module

in supporting learning and teaching in primary schools. She has worked with children and young people for 13 years but developed her passion for working with SEN after working at a Special Educational Needs summer camp In America over 7 years ago. Jenna has held various SEN job roles, working as a healthcare TA with PMLD children . Jenna spent a year in Australia and during this time was employed as a nanny, working 1:1 with a boy with ASD. Jenna has gained valuable experience and skills in all of her previous job roles that has enabled her to utilise in her current role; supporting the clinical team as a Therapies Assistant.

Positive Relationships

14. The arrangements for promoting contact between children and their families and friends

Maintaining family contact helps a child to develop a sense of identity that recognises their heritage. We feel that remaining important to their family promotes each child's' sense of self-worth and boosts their self-esteem. It also gives a continuity of care as we are able to work alongside parents and share information.

Preserving and enhancing the relationship between families and their children is very important to us here at Options Higford. We understand how an episode of care can impact on individuals, families and on relationships.

We do this daily by promoting, facilitating and supporting contact in a variety of ways. For example, face-to-face (on or off site), supported or unsupported; letterbox, recognising festivals and special occasions; telephone and text; email; and Teams or face-time.

Visits from relatives and friends and visits home are encouraged, where the care plan agrees it and in consultation with the placing authority. The importance of maintaining and developing family relationships (where appropriate) is recognised and supported by all staff teams. Practitioners are available to family members for support, advice and discussion.

We have facilities available to provide hospitality to families and visitors. This includes an area for relaxation & refreshments, meeting rooms, recreational facilities, and areas for private discussion. All contact is recorded and encouraged on a regular basis.

Protection of Children

15. A description of the homes approach to the monitoring and surveillance of children.

Options Higford has a fully computerised electronic door access control system that is activated by a key fob, or in some areas a push button. Each key fob is individually programmed giving access to specific areas at specific times only. This allows children and young people increased freedom and control. Individual and groups of key fobs will be programmed to suit the needs of children and staff members. The gates that are operated around the site open on a separate key. These keys are issued to all staff and to the young people that are deemed to have capacity to move around the site freely without full staff support to access other areas such as the sensory hub, computer room etc.

Individual Care, Placement, and Health Plans, coupled with Behavioural Support Plans and risk assessments, will determine the need for specific monitoring and surveillance, for example, baby monitors. This intervention, for the purpose of meeting each child's welfare and safety needs, will be negotiated with parents & Local Authorities, agreed, and detailed in the above plans.

If these systems are required they will be used in accordance with company policy and procedures and in consultation with partners.

16. The homes approach to behavioural support including information about:-

a) the homes approach in relation to children and

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

At Options Higford the safety and well-being of children is paramount. Physical intervention is always a last resort and used only when the wide variety of other strategies and techniques have been used. The approach that we use, on the rare occasions when we physically intervene, is called PRICE. This stands for Protecting Rights in a Care Environment. Interventions are kept to a minimum and are always coupled with calmly delivered verbal guidance to reduce anxiety.

Through the implementation of positive programming and an Autism specific approach practitioners keep to a minimum the occasions on which physical controls and restraint are used.

Practitioners always maintain the children and young people's dignity and view the children in a very positive light. However, at times methods of physical intervention become necessary in order to protect children and others from harm, or serious damage to the environment.

Physical restraint is used as a last resort to maintain the safety.

Any use of physical restraint is recorded and monitored by the Manager. Staff are trained in the use of physical intervention techniques. More information can be found in the Positive Behaviour Policy which is available on request. This includes information and guidance on how to interact with children and young people when managing behaviour. This operates on the principles of Options Policy.

Leadership and Management

17. The name and work address of:-

a) the registered provider

b) the responsible individual

c) the registered manager

The Registered provider is Options Autism (5) Ltd (5697730) and the contact address is as follows:
Options Atria, Spa Road, Bolton, BL1 4AG.

Options Autism (5) Ltd is part of the Outcomes First Group. The parent company for all Outcomes First companies is P Bloom Ltd.

The Responsible Individual/Head of Service;

Anne Adams who can be contacted at the address below:
Options Higford, Nr Shifnal, Shropshire, TF11 9ET Telephone 01952 630600

Anne has taught within the field of Special Education since 1985, both in London and in Shropshire, and was the Head teacher at Options Higford from April 2010 to November 2020. She then moved in to the role of Head of Service due to her ongoing passion for and commitment to Higford.

Anne has a Bed (Hons) 1st Class in Special Needs, a MEd, NPQH, is an Intensive Interaction Co-ordinator (and a Director of the Intensive Interaction Institute) and has a Level 5 Diploma in Trauma and Mental Health Informed Schools. She is also an in-house SPELL trainer and successfully leads the service in Autism Accreditation.

Operations Manager – Tracy Francis who can be contacted at the address below:
Options Higford, Nr Shifnal, Shropshire, TF11 9ET Telephone 01952 630600

Tracy Francis has worked with young people for over 25yr. Over the last few years she has been the Operations Manager for a large children's home for young people with Learning Disability, ASD, other diagnoses and complex needs including attachment and trauma.

- Therapeutic Childcare Degree with Hon's
- NVQ Level 4 in Care
- NVQ Level 4 in management
- Diploma in Counselling
- Introduction to Counselling Children & Adolescents
- City & Guilds Community Childcare
- NSCAP Reflective and Effective Leadership in Residential Care
- Safeguarding lead Training

Regional Director – Graham Norris who can be contacted at the address below:
Options Higford, Nr Shifnal, Shropshire, TF11 9ET Telephone 01952 630600

Graham has spent over 25 years working in residential schools for Children with Autism, Learning Difficulties and Challenging behaviour. Graham qualified as a Social Worker and spent 7 years as a Registered Manager, both in the voluntary and private sector, followed by 11 years as Head of service overseeing 2 residential schools, leading the development of both services. For the past 10 months Graham has worked for Outcomes First in the Adult division as the Regional Director for the East of the country, responsible for 12 services across the country. Throughout his career Graham has been passionate about ensuring that Multidisciplinary teams work cohesively to deliver Autism Specific Care and education incorporating Therapeutic approaches.

Registered Manager: post vacant

The Care Manager is Emma Lane, who can be contacted at the address below:
Options Higford, Nr Shifnal, Shropshire, TF11 9ET Telephone 01952 630600

Emma has worked in children's residential homes since 2006, initially supporting children with social, emotional and mental health needs before joining the team at Options Higford in 2011. Emma has been a Team Leader, a Deputy to the Registered Manager and has been the Care Manager since November 2020. She has a passion for providing a supportive and nurturing environment for children and young people in residential care that allows the opportunity for them to expand their life experiences and thrive. Emma is also a PRICE trainer, and leads on behaviour support across the Children's Home.

19. Details of the management and staffing structure of the home, including arrangements for the professional supervision of staff, including staff that provide education of healthcare.

Options Higford is managed by the Head of Service, the Head Teacher, the Operations Manager and the Manager. (currently the Registered Managers role is vacant)

The four individual homes, Owen, Darwin, Orwell and Clive are managed by the homes Managers, the staff team comprising of; House Managers, Team Leaders, Residential support workers.

This is complemented with a nursing team, education staff and a clinical team including Generally the staff members are deployed across site during the day shift to ensure that the correct staffing ratio is maintained.

There are waking nights in place across the homes which meets the needs of the young people. The number of staff on shift/sleeping in will vary depending upon the numbers of children on site and current concerns/issues.

Higford School also has its own onsite cooks and cleaners which support the home and the school daily.

In the term time lunchtime meals are eaten in the bistro and in the evening the food is prepared by the kitchen staff and taken to the individual homes. Alternative arrangements are made for those young people who find it difficult to be in large groups

In addition to this, senior staff members provide an out of hours "on-call" system

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

Options Higford employs a very mixed staff team of varying backgrounds, and gender. The staff teams across both care and education work closely together to ensure that there is consistency in the way in which they work with the children. We also use a regular team of agency staff for consistency of supporting the young people where required.

All staff are aware of being good role models for the children by the way in which they dress and by maintaining professional boundaries and relationships. There is a policy in place to reflect this.

Professional language is considered when working closely with the young people to ensure that there is no mis - understanding with interpretation.

There is a equal balance of gender, race and age across the homes, we believe that our staff team is a diverse team.

Care Planning

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

Admissions will follow a clearly defined procedure, which will include:
Young people will be 8–19 years of age and have Autistic Spectrum condition. Options Higford, due to the nature of its purpose and function, will not consider emergency referrals.

The management team will receive full, detailed information. Should the referral seem as though they may be a match with the current in young people the management team which would include school, care and clinical, will visit the young person in their home/school environment. Following this a visit to Higford School will be arranged for the young person's family and for the young person (if appropriate) to visit the home. Following this process a decision on whether a placement is appropriate will be made.

Admissions are subject to satisfactory funding arrangements being in place, and confirmed in writing. The Options Higford's standard contract agreement is available on request.

General

Following the offering of a placement and prior to admission a detailed placement plan will be drawn up in consultation with all appropriate stakeholders.

A key part of the assessment procedure is the determination of religious, ethnic, cultural and/or dietary background and requirements.

APPENDIX 1 – STAFF QUALIFICATIONS

For a full list of staff names and qualifications please refer to appendix.