

Yew Tree House Statement of Purpose



Woodhouses, Yoxall
April 2025

CONTENTS

Quality and Purpose of Care

Therapeutic Parenting and PACE

PACE in Practice

Therapeutic Care

Introduction to Yew Tree House

Complaints

View, Wishes, and Feelings

Education

Enjoyment and Achievement

Health and Wellbeing

Positive Relationships

Protection of Children

Behaviour Management and Restriction of Movement

Missing from Care

Health and Safety

Monitoring and Surveillance

Fire Precautions

Leadership and Management

Staffing and Training

Staffing Structure

Whistleblowing

Care Planning

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QUALITY AND PURPOSE OF CARE

Yew Tree House provides a home for and cares for up to three children aged six to seventeen years. Our home can support children with complex, emotional and behavioural difficulties. The children we support may have experienced trauma, neglect and/or loss. The service will provide long-term care for children and young people, supporting them through periods of trauma and dysregulation.

THERAPEUTIC PARENTING AND PACE

The Bayleaf Care document, 'A Therapeutic Approach to Working with Traumatised Children', describes in detail the ethos and philosophy upon which the care and treatment at Yew Tree House have been established. The document is held in the home and additional information describing our approach is available on request. Children and young people placed at Yew Tree House have experienced severe difficulties in their relationships with others and relationships with those around them. The focus on both aspects concerning the capacity to relate can be achieved and recovery is made possible, thus outcomes in all areas of life are seen to improve and are evidenced.

Our therapeutic expertise is in a therapeutic parenting model called PACE, and our approach offers transformative insight, to children who have experienced profound emotional or mental trauma.

In Yew Tree House, a robust theory and organisational structure together provide the home with the resources within which the art of healing can take place, and traumatised children can be assisted in their ability to make healthy attachments and process difficult feelings, which in turn aids the recovery in being able to relate to others healthily.



We understand that building healthy relationships among children and staff members is crucial for their overall well-being. Our therapeutic parenting approach based on PACE is designed to achieve just that. By creating a safe and nurturing group experience, we aim to

counteract the dangerous sense that many children have encountered. It is our utmost priority to help them believe that they matter to us and that we care about their well-being.

The environment within Yew Tree House is of high quality and care is taken to ensure it always represents security, wholeness, and warmth.

Any good parent wants to ensure that their children enjoy good emotional and physical health, and excellent education, as well as a range of opportunities to enjoy their childhood so that they have every chance to grow up into successful, well-rounded, and mature adults. Yew Tree House, in collaboration with responsible/placing authorities, will endeavour to ensure that children placed with us are given these opportunities regardless of sex, age, culture, ethnicity, or religion.

At Yew Tree House, we fully recognise that coming into care can be very turbulent, and that often it can present numerous challenges and anxieties for children and young people. Notwithstanding this, we believe that stability and access to support and nurture help to build resilience and a solid, sustainable platform for adulthood and independence.

We also believe that children and young people grow and flourish because of good parenting by including the decisions of family and professionals.

PACE IN PRACTICE

The PACE model is an attachment and brain-based therapeutic parenting approach that was developed as an effective way for us, as caregivers, to communicate and care for children and young people who have developed trauma. Yew Tree's approach enhances the child's sense of safety and increases their trust in us as their support network.

Children who reside at Yew Tree House have experienced trauma and instability throughout their lives and consequently experience severe attachment issues; in essence, it is difficult for them to establish healthy relationships with the people around them. This influences the way that we, as practitioners, relate to the child on various levels. The approach is founded on the way the caregiver communicates with young infants, and this style of parenting encourages us, as carers, to focus on the whole child, not just their outward behaviour. PACE invites the practitioner to consider the inner life of the child as well as the outward behaviour.

The Four Principles of PACE

The four principles of PACE about communication are Playfulness, Acceptance, Curiosity, and Empathy. These four principles facilitate the secure attachments between the caregiver and the child.

Playfulness

Playfulness encourages caregivers to maintain a level of playfulness when interacting with their children. This means keeping communication fun; trying to use a light tone, like the one you might use when telling a story. Refraining from using a harsh tone or lecturing enables



the child to maintain a sense of security while defusing tense or difficult situations.

Adopting a playful stance doesn't mean being funny all the time, though, and it certainly doesn't mean making jokes when a child is sad. Rather, using a light, playful communication style when appropriate helps children to be more open.

Being playful together encourages the growth of a healthy bond, showing the child that it is appropriate to have fun with their caregiver. In turn, this promotes a positive connection to them. It also creates a safe, engaging environment that invites closeness without asking too much of the child, signalling to them that their presence in the caregiver's life is positive. The theory is that the child's brain will trigger chemicals which is the precursor to the engenderment of trust, thus enabling the child to feel safe with the carer.

Acceptance

This is in respect to unconditional acceptance and validating the child's experience and emotions; this is in preference to censoring the child's expression of how they are feeling, which is at the core of the child's sense of safety, and that they know that they are loved and accepted without any sense of judgment.

We can show the child that it is appropriate to experience the feelings that they have, and we do this by actively communicating our understanding.

The child may say, "**Everyone hates me, I can't do anything right**", and, the practitioner may feel like saying to the child, "**That isn't true, don't say things like that**"; however, responses like this may invalidate the child's experience and may make the child feel unheard or misunderstood. A PACE approach would mean answering with something like this; "**I'm sorry you think that everyone hates you, that must be upsetting**" or, "**I didn't realise you felt like that, no wonder you are angry.**" Our responses based upon PACE, not only accept the child's emotions but also help to reduce any feelings of guilt and shame.

Curiosity

As carers, we maintain an enquiring nature about the child's behaviour, relationships, and interactions, conveying a desire to understand, often by pondering out loud the meaning behind their behaviour; we are not to expect answers.

As practitioners, we continue to ask ourselves questions about why the child is feeling or acting the way they are, and we do this without placing judgment or blame.

When the child is acting out their emotions in a certain manner, we avoid asking them questions like, "**Why did you smash that window?**". Children often do not know why they are behaving in a certain way. They may not have the right words to express their feelings.

Instead, we try approaching these situations with curiosity and the goal of understanding. A PACE approach would be something like this: a parent might say something like, "**What do you think that was about?**" or, "**I can see that you are struggling, let me help you clean up this mess, and we'll talk about it afterwards**". These questions help to diffuse tension, all while conveying to the child that we intend to understand them, not be punitive towards them.

Empathy

Empathy reminds us, as carers, to always approach difficult situations for the child through the child's eyes, whether or not they are behaving in a way we condone. Empathy is not about reassuring the child or trying to make their problems go away. Rather, empathy means being present for the child in the moment, helping them feel less alone in their emotions, sitting with them, and providing support and comfort. By experiencing the same upset or distress the child is feeling, and communicating this to them, we are helping them to feel seen, heard, and understood.

With empathy, we demonstrate to the child that they are not alone in their experiences, and that, together, we will get through this. Taking an empathetic approach and feeling the child's emotions with them will help to lay the foundation for a deeper connection, enabling us both to establish a more trusting relationship.

Keyworkers form an integral part of the team around the child and help to set achievable targets for the children they work with, leading the child towards a larger objective. All children are actively involved in planning and decision-making based on what is important to them and the goals they want to achieve.

As staff members at Yew Tree House, we pride ourselves on being non-judgmental and can provide care and empathy based on the core values of the company, which include:

- the capacity for change;
- diversity;
- empathy;
- equality and inclusiveness;
- nurture;
- respect and tolerance;
- shared responsibility;
- transparency.



We see every child as an individual and embrace whatever it is that makes them unique. The care team recognises that we must meet the needs of children from all groups in the community, and show awareness, sensitivity, and understanding to all children.

Many of our children will have differing needs and levels of complexity and will usually enter our home at a time when they are in crisis. The adults at Yew Tree House aim to be committed to the children in our care and offer a consistent approach to good parenting. We endeavor to offer a safe, caring family environment that promotes health and well-being, putting the child at the heart of our decision-making.

Our child-centred PACE approach ensures that all our children experience feeling valued, nurtured, and attended to.

Upon admitting a child to Yew Tree House, the senior management team will put together an individualised care and education package specific to each child's needs. The process involves the whole team working around the child. We understand that to achieve positive outcomes, the care team, the child, the family, external agencies, as well as the local authority all need to work together to ensure that information is effectively shared and used to meet the needs of the child.

The adults ensure that children living at Yew Tree House create positive memories and believe that we can provide a bespoke journey to allow each child to live and learn in a supportive, caring, and enriching environment.

THERAPEUTIC CARE

Complementing our commitment to ensuring the wellbeing of children in our care, is our belief in the effectiveness of therapy as part of providing the best overall treatment for each child. In providing therapy, we place the child at the centre of our thinking and equip our staff team with the tools and skills to provide robust care.

When placed at Yew Tree House, the therapist will liaise with the home's manager and child's keyworker to discuss the child's needs and the best way to introduce therapy. Within the child's initial 'settling in period', the therapist will attend any staff team meetings to enable the care team to express how the child is settling into the home and to share any concerns. It is at this point that our therapist will be introduced to the child.

Our therapy structure aims to provide the most appropriate and beneficial therapeutic care for each individual child and the best support for significant adults who have the child in mind.

Clinical Assessment

The 'settling in period' offers the child a period of clinical assessment of up to six weeks. This will be conducted on an individual basis with the child by our therapist. A Strength and Difficulties Questionnaire (SDQ) will form the basis of this assessment which will then be regularly evaluated and will support the individual child's Care Plan. Our assessments will enable the therapist to establish realistic expectations of the child's future progress, but also formulate what frequency and length of intervention would be most appropriate for the child.

The therapist would then offer, where appropriate:

- individual sessions for the child
- joint key worker(s) and child therapy sessions
- individual sessions with key worker and staff only

Therapy

To ensure continuity of working together in the child's best interests, the child's therapist takes regular part in team meetings with the home's manager. Our therapist will also offer consultations to the home's manager, attend team meetings and provide advice/consultation during staff meetings, as well as to individual members of staff. The child's therapist will have regular contact with outside agencies, i.e. social workers and education by providing monthly review reports and by taking part in review conferences and meetings as and when appropriate.

Yew Tree House recognises the need for children to experience the world around them, i.e. for the child to have an opportunity to develop and sustain relationships outside the system. Therefore, the child may need to have planned and negotiated therapy holidays which are normally negotiated around the festivals and culture of the child. Over the period of the child's holiday, support for adults who work with the child is regularly provided. This planned structure aims to provide the best treatment for each individual child and the best support for staff.

Consultation with Staff

Yew Tree House provides consultation meetings for all care staff. The application of the psychotherapist's knowledge and understanding in the residential setting is of considerable value and there are different forms that this can take place:

- providing consultation to individual staff
- providing consultation to the staff group

A consultation meeting offers everyone who is directly caring for our children the opportunity to come together and talk about their experiences.

Consultation aims to allow everyone attending a voice. Our therapist is not there as an expert, but rather to help the members of our staff team to identify specific difficulties in their day-to-day work with individual children or as a group.

This consultation process is ultimately for the benefit of the children in our care, but also offers an opportunity for care staff to consider how their own ways of interacting could impact on their work with the children and their relationships. Working with children who have emotional and behavioural difficulties can be very hard, and it is important that staff can think together about the impact of the work on them as individuals and as a team.

INTRODUCTION TO YEW TREE HOUSE

Yew Tree House is located on the Eastern outskirts of the beautiful county of Staffordshire, bordering Derbyshire. The home's nearest town is Burton-on-Trent, which boasts a range of activities and amenities for children of all ages.



The home lies in the hamlet of Woodhouses, which is located between the villages of Yoxall and Barton-under-Needwood.



The home is a large, detached cottage that has been substantially extended to create generous living accommodations. There is a reception hall and an inner hall, which serves as a relaxing reading nook complete with a tree library and two comfortable chairs.

There is a large dining room/lounge which boasts a bricked fireplace, plenty of seating, a conservatory and patio doors which overlook the beautiful garden.

The ground floor also includes a generously large kitchen diner, a utility room, and a staff office with a staff bedroom. Also, a child's bedroom is located on the ground



floor with access to their own bathroom, which is locked and the young person is provided a key to access this as their own personal bathroom.



On the first floor, there are three good-sized bedrooms – two for children and one for staff, as well as a bathroom, shower room and snug. The 'snug room' has a TV and sofa for the young people to utilise. Children will be encouraged and supported to make their bedrooms their own to reflect their tastes and personality. Children are also encouraged to keep their room tidy, with support from adults if required.

Outside, there is a sheltered seating area to the rear and at the front, there is a large, grassed garden. At the end of the garden is an aviary which currently does not have any animals inside. The garden includes a large trampoline and football goal posts.

There is also ample parking on site for staff and visitors.

The home is regularly checked and maintained by the care team to ensure that furniture and decorations are maintained to a high standard. Children are encouraged to give their input to renovations and makeovers in the children's weekly meetings, where all requests will be considered.



The home is visited regularly by a cat who lives outside, the cat has recently given birth to two kittens. Yew Tree House has its own Tortoise who lives in a vivarium in the lounge and a fish tank filled with a variety of fish in the entrance

hall. The young people are encouraged to provide care and nurture for the pets and are supported by the staff team.

COMPLAINTS

Bayleaf Care has a clear policy and procedure for managing complaints and welcomes feedback from service users and stakeholders. If someone is unhappy about our service and the support that is offered to our children, we actively encourage them to use our complaints procedure. All complaints are taken seriously.

Yew Tree House will always ensure that all complaints are verified and dealt with by our complaints policy and procedure. All children have the right to receive support from their keyworker or advocate.

On admission to Yew Tree House, all children will be given a Children's Guide, which includes guidance on how to make a complaint. This is in a format that a child can easily understand and contains details of who they can contact. Children will also have access to complaints forms and stamped addressed envelopes to enable children with the opportunity to write to external agencies, such as Ofsted. Significant others and Social Workers are also provided with this information.

Complaints may be raised with external bodies as desired.

Should neighbours or members of the public wish to make a complaint, this should be done to the Registered Manager in the first instance, and then to the Responsible Individual.

Bayleaf Care's complaints policy, along with the safeguarding policy and behaviour management policy, are available to view on the company's website – www.bayleafcare.co.uk

They can also be requested directly from the home's manager by email.

	NAME	CONTACT
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Registered Manager	Taranjit Longdon	taranjit.longdon@bayleafcare.co.uk
Responsible Individual	Jamie Joinson	Jamie.joinson@bayleafcare.co.uk

VIEWS, WISHES AND FEELINGS

We recognise the intrinsic value of each child and respect their uniqueness and their individual needs. This encourages children to have a sense of personal heritage identity and community. Adults will ensure the need to safeguard the children's welfare and act in strict accordance with their placement plan.

The adults at Yew Tree House are keen advocates for children and their rights. We are committed to ensuring that children are involved in the decision-making of both their care and the day-to-day running of the home.

Bayleaf Care has several policies and procedures to ensure that children's rights are protected. Children are entitled to share their views, wishes, and feelings, but also to understand the rules and boundaries of the home, as well as what behaviour is appropriate to ensure that everyone at Yew Tree House is safe and happy. Children are to be given the same rights as those living in the community; Bayleaf Care will create an environment so that our children understand their rights about food, water, money, and choices. The adults in the home will ensure that children are given as many opportunities for choice in aspects of their daily lives as possible. The need for choices will be balanced with the need for safeguarding and maintaining the child's welfare.

We value what our children have to say, and will always listen to their needs, views, wishes, feelings, and any concerns that they may have. We will endeavour to consult with our children in all aspects of their daily life and regularly. This will include informal consultations e.g., at dinner time or more formally in 1:1 keyworker sessions. Formal consultations will also be conducted as part of the Regulation 44 visits to form an opinion of the care provided in the home from the perspective of children. Children accommodated with us will have the opportunity to talk to people outside of the team if they so wish. By encouraging our children to contribute their views on different aspects of the running of the home, the

management team at Bayleaf Care will develop and support a culture of dialogue that ensures trust and allows our children to see that the adults at Yew Tree House welcome and value their views.

When adults look after a child of a different culture and ethnicity themselves, they have a responsibility to help the child define themselves with increased knowledge of their culture and ethnicity, at the same time as bringing them into the new culture that is already present in the home. Without connection, the child can feel 'lost' or as if they are searching for their identity. Increased awareness of positive self-identity and confidence is essential in a child making secure attachments.

The cultural and ethnic needs of the child will be explored and assessed at the referral stage and as they settle into the home; and training and resources will be sourced as required.

A child who has additional communication needs, or who has English as a second language, will be referred for assessment and support services to meet their individual needs. Bayleaf Care will provide training to enable staff to meet the needs of individual children. For example, if a child is referred to Yew Tree House with a specific medical needs or trauma-based behaviours, ASD, etc. subject-specific training will be sourced for staff as a priority before admission. We will also endeavour to maintain a diverse staff group who can support a child with their cultural needs. When this is not possible, we will ensure to access support as needed from professional interpreters, advocates, and independent visitors who will also form part of the team working with the family unit where applicable.

It is important for a child's physical, intellectual, and emotional well-being that consideration is given to their religious background and needs. This may mean supporting them with the foods they wish to eat and religious rituals they want to observe, but also helping to ensure that the child remains connected to, or to renew their connection with, the religious community they have grown up in. Before placement, our carers will find out as much as they can from family members, Social Workers, and the faith community the child is from, and the child themselves. We will support



every child to maintain their faith and values in line with their wishes.

EDUCATION

Bayleaf Care is committed to providing a rich educational experience for all our young people. There are some schools within an appropriate distance of Yew Tree House, including a specialist SEND provision, which have an Ofsted rating of Good or Outstanding. We will work closely with virtual schools, the child's current education provision, and SEND teams to enable smooth transitions, where children cannot attend local schools. However, we recognise that there will be times when trauma experience, anxiety, or severity of special educational needs may mean that attending a school may not be possible for a young person. At these times, the home will support the child's registered school by liaising with them daily, ensuring that sufficient and appropriate schoolwork is provided and that the child can complete schoolwork at home with the support of our qualified adults.

Bayleaf Care intends to offer educational facilities for the use of all the young people resident in our homes.

Doveside has a school building on site with three classrooms and a library and is able to offer education to up to six young people. This will primarily be accessed by young people resident at the home, and children placed in Bayleaf Care homes. This will be staffed by dedicated education staff, who will support the young people's academic progress.

It is important to the home that each child has access to all the support and resources they need to be successful and lifelong learners.



ENJOYMENT AND ACHIEVEMENT

Participation and involvement in activities and hobbies can greatly enrich a child's life, as well as provide them with confidence and opportunities to socialise with other children of a similar age. All children at Yew Tree House are encouraged to participate in a variety of leisure activities and hobbies depending on their interests. Where a child already participates in a hobby or activity before coming to Yew Tree House, they will be supported and encouraged to continue.

Activities should be appropriate for the child's age and agreed between the child and adults in the home, much like how a responsible parent would agree on an activity with their child. Careful consideration is given to the child's placement plan and risk assessments.

Involvement in the wider community is also encouraged. Local charity events and organisations are a valuable way for children to make positive contributions to the community and help to nurture feelings of social inclusion. Trips out to events for enjoyment or interest are also promoted and encouraged and are organised by adults and children when necessary.

Yew Tree House adults have access to a home's vehicles to accommodate these activities. The home also promotes calendar celebration days and cultural

evenings where the children will be allowed to participate in menu planning, shopping, and arts and crafts to learn more about cultures from around the world.

Our children also can select newspapers, magazines, books, music, and games, subject to suitability.

Some activities that are available locally include:



BRANSTON WATER PARK

Branston Water Park is a serene waterfront location with a range of wildlife and plants which is enjoyable and educational for children to spend time.

BARTON MARINA

The Marina is a short drive away from the home with restaurants, pottery activities, canal barges, and other seasonal activities available.



NATIONAL FOREST ADVENTURE FARM

This is an exciting combination of indoor and outdoor fun with soft play, a maze and a farm for children of all ages to explore and enjoy.

CONKERS

A range of indoor and outdoor activities including a 4D cinema, soft play, a variety of climbing frames, high and low ropes, a splash park, nature walks, pottery painting and more.



Burton-on-Trent and the local areas also have a range of local amenities including:

- ★ swimming, gym, and rock climbing facilities;
- ★ soft play;
- ★ outdoor parks and play areas;
- ★ a range of shopping facilities;
- ★ restaurants;

- ★ cinemas;
- ★ adventure golf.
- ★ Farm

HEALTH AND WELLBEING

The health and well-being of the child are of paramount importance, and the adults at Yew Tree House will actively promote the health of the children during their stay. We will ensure that emotional, physical, and health needs are met consistently. We will provide advice, support, and guidance to all children on health and personal care issues.

As part of our admissions process, the home will work with any other relevant parties, such as parents, external agencies, and Social Workers, to ensure that children are registered with a local doctor, dentist, and optician. Any appointments will be promptly made, and arrangements will be in place for children to receive an annual check-up. Where required, doctors and dentists will provide both routine and emergency treatment. Consultations remain private and confidential, however, when appropriate, children will be supported to attend appointments. All health appointments will be recorded, including treatment and medication details. Medication, whether prescribed or non-prescribed, will be kept securely in a locked cabinet in the office. There is also a small fridge, securely located in the office, should this be required for any medication.

The care team at Yew Tree House encourages children to attend any medical appointments and will work in partnership with others to promote the importance of children's well-being. Consent will be required from the person holding parental responsibility for the administration of medication, and treatment in a medical emergency. The home will also require a full medical history of the child.

Ongoing work is provided to educate children on the benefits of a healthy diet, to promote sexual health, and to offer guidance around smoking, drugs, and alcohol. Yew Tree House is a no-smoking home, and the presence of drugs and alcohol is strictly prohibited. When children do require support with an addiction, the home

will contact the GP and any NHS groups, such as smoking cessation, to offer guidance and support to the child.

Children have the right to access direct intervention from specialists such as counsellors, therapists, and CAMHS. The care team at Yew Tree House shares responsibility for ensuring that the health and well-being of our children are actively promoted. Where additional support, is required, the home’s management will be happy to arrange this at the request of the local authority. The home will also request the opportunity to discuss how best to support a child should their needs be complex, which is to ensure that the child concerned has the best opportunity to achieve positive outcomes.

LOCAL HEALTH PROFESSIONALS DETAILS		
GP	DENTIST	OPTICIAN
Yoxall Health Centre Savey Lane Yoxall Burton-on-Trent DE13 8PD 01543 472202 1.2 miles away (3- minute drive, 25-minute walk)	Dental Perfection at Branston 87 Burton Road Branston Burton-on-Trent DE14 3DW 01283 564142 5.1 miles away (12- minute drive)	Specsavers Opticians 176 High Street Burton-on-Trent DE14 1JF 01283 500117 7.9 miles away (19- minute drive)

POSITIVE RELATIONSHIPS

We recognise the importance of working with all agencies, including family members and significant others, to build a team around the child, and to ensure positive outcomes are achieved. We expect Social Workers to maintain regular contact with their children through both face-to-face and phone contact. The care team works with children to help them stay in contact with their Social Worker, and children are always encouraged to attend any meetings and discussions about their care and future.

Each child comes to Yew Tree House with their own set of circumstances. However, the care team at the home encourages parents, family members, and significant others, including legal guardians, and advocates, to be actively involved in all aspects of the child's care and wellbeing wherever this is appropriate. Although there may be challenges in some of the relationships between the child and others, the care team will try to facilitate positive contact. The care team will always be polite and respectful, and welcome people into the home when they have the right to be there.

Depending on risk assessments, children have access to a private telephone line, email, and post at reasonable times. Visitors are welcome to visit the children where this is suitable, although arrangements should always be made before visiting to allow for appropriate planning.

The care team will also facilitate home visits, where this is permitted. The cost of travel to and from contact will be met by the home. This will be discussed and agreed upon with all parties, and risk assessments put in place to ensure the safety of the child, for example, whether the visit needs to be supervised, or whether overnight stays are appropriate.

At Yew Tree House we understand the importance of celebrating special occasions such as birthdays, Christmas, and other religious festivals. We will ensure where special occasions are celebrated, that the child's friends and family are part of the celebration.

In line with the care plan. We believe all faiths, religions, and diversity should be celebrated through cultural events.

We believe that residential care should provide children with skilled support from committed staff in a safe, ordered environment. We have a responsibility to ensure that children in residential care are protected from abuse and neglect. Care should form part of a range of services that combine to meet children's needs and support them and their families.

PROTECTION OF CHILDREN

Bayleaf Care works in partnership with all local agencies, including the local authority, local police, and community officers regarding Safeguarding and Child Protection policy and procedures. All policies and procedures are written in line with guidelines and legislation.

The home has a robust and extensive safeguarding policy to manage and protect children, staff, and visitors. Copies of policies and procedures are kept on our electronic database and can be viewed upon request from the home's manager.

The Registered Manager is responsible for the reporting of all incidents of risk of harm and actual harm to the local Safeguarding/Child protection team, Social Worker, and Ofsted. This includes incidents outside of the home as well as in the home. These incidents may have, for example, occurred at school, on home visits, or in the community.

All adults at Yew Tree House have been thoroughly checked and vetted following the safer recruitment process. We complete police checks and obtain a full work history from everyone working with the company, all in line with schedule 2. Adults go through a robust induction and are offered continued support to ensure children are protected and kept safe. The manager has responsibility for any safeguarding or child protection, and in addition, Bayleaf Care has a designated safeguarding officer or DSCO as per guidelines and legislation.

Bayleaf Care also has clear policies and procedures in place surrounding bullying, which is a safeguarding concern. Yew Tree House has zero tolerance for bullying, and staff are vigilant to any cases of bullying either in the home or in the community. It is also recognised that the children who reside at Yew Tree House are vulnerable, and due to their own past experiences, may become the perpetrators of bullying. In this instance, support and guidance will be offered to educate the child on the harm that bullying can do to others. In cases of bullying, the appropriate authorities will be notified of incidents and may offer advice, or take a more active role in interventions depending on the severity of the incident. The care team will regularly review risk assessments where incidents of bullying are suspected or evident to reduce the risk and to resolve any acts of bullying.

Where children are missing from the home, adults have a responsibility to respond immediately and follow all protocols to locate the child and escalate actions to bring the child home safely.

The home will ensure that all children have care plans and relevant risk assessments in place. If a child's history states that they have been known to leave the home, or are at a high risk of going missing, then their plans will contain preventative measures.

All the children's bedrooms in the home have door alarms fitted. Social Workers will be asked to provide consent for these to be used and individual risk assessments will be completed so these are only used when necessary for each child. Windows are also fitted with restrictors to prevent children from falling or climbing out of windows. The home works in partnership with and host local authorities, the Police, and any other relevant agency to reduce the risk of missing incidents and prevent children from going missing. In addition, the care team is aware of the measures that they can take to prevent a child from going missing and know that they cannot exceed these measures, in line with current government guidelines and legislation.

Designated Safeguarding Leads:	<p>Jamie Joinson (Responsible Individual) Jamie.joinson@bayleafcare.co.uk</p> <p>Taranjit Longdon (Registered Manager) Taranjit.longdon@bayleafcare.co.uk</p> <p>James Dawes (Deputy Manager) James.dawes@bayleafcare.co.uk</p>
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BEHAVIOUR MANAGEMENT AND RESTRICTION OF MOVEMENT

Once a child has been admitted to Yew Tree House, the child’s Social Worker is expected to attend a 72-hour planning meeting. This allows everyone to discuss the child’s history, current behaviours and whether Yew Tree House is the right place for the child. This enables joint working and provides an opportunity to discuss behaviour management and the child’s care plan.

A key element of the admissions process is to assess the child’s needs and ensure that these needs can be met. Consideration also must be made regarding the effects of the admission on other children in the home. All children in the home have the right to privacy, so they can spend time on their own in their bedroom or the bathroom. Each of these rooms has self-lockable doors which staff can access in the case of an emergency or should a concern arise.

One of Yew Tree House’s guiding principles is to establish and maintain acceptable levels of behaviour. Where behaviour does not meet this level, this will be discussed with the child concerned to educate the child and encourage better ways of managing difficult situations or emotions. We recognise that a high number of children who come into care find it difficult to regulate their emotions. This provides a key topic for key work sessions to establish different behaviour management tools, appropriate to the needs of each child.

Bayleaf Care intends to reward positive behaviour and personal achievements and to discourage unacceptable behaviour appropriately. Adults will work realistically and consistently and will encourage mutual trust, respect, and honesty. Adults will note any achievements and celebrate them accordingly and will also use praise and encouragement, as well as rewards, to motivate the children. All rewards

given to children will be recorded. These can be rewards of monetary value such as a paid activity out, or something small such as a film night. A reward is an acknowledgment of doing something well. Adults also recognise that praise and reward can be difficult for traumatised children to receive and as such, praise and reward may be provided in a descriptive as opposed to evaluative manner.

There is an understanding that the children we look after need to take ownership of their behaviour and develop the ability to negotiate appropriate reparation and sanctions. All reparations and sanctions will be discussed with the child. It is important that the child involved can reflectively discuss their behaviour and, together with the team, look at restorative ways of moving forward. All reparations and sanctions will be monitored and reviewed by the Registered Manager. Incidents will be reviewed to fully explore the reasons for the behaviour displayed. Children will also be invited to record/give feedback on their views and feelings.

Children must understand the purpose of the reparations and sanctions to aid the acceptance of responsibility for their actions. Wherever possible, restorative sanctions will be put into place, rather than punitive sanctions, thus allowing the child to reflect upon their behaviour and actions and to make reparation.

We commit to following Regulation 19 of The Children's Homes (England) Regulations 2015 about non-permitted sanctions.

Safe, reasonable, and understandable boundaries will be put in place for children. Any unacceptable behaviour will be met with clear, fair, constructive measures of control approved by the home's manager and in line with current guidelines and legislation. A child's movement will only be restricted when all other options have been exhausted. Restriction of movement will only be used as a last resort and in extreme situations. It will always be used in line with current regulations and guidelines, which staff are aware of and will always follow.

Regulation 20 sets out the only circumstances in which restraint can be used:

- to prevent injury to the child who needs to be restrained;
- to prevent injury to any other person;
- to prevent severe property damage.

Staff are trained in the Safety Intervention Working with Children and Young People (CPI) method of restriction of movement, which complies with the requirements of the Children's Homes Regulations 2015 and quality standards. This is included in the induction for new staff. All staff will also be required to complete annual refresher training. All adults are also trained in de-escalation techniques to minimise the use of restriction of movement; this will only be used as a last resort to keep the child, adult, or others safe. We believe children will form positive relationships with adults. This will be at the forefront of what we do to ensure children feel comfortable in sharing concerns.

On any occasion when a restriction of movement is used, this will be recorded by the restriction of movement policy.

MISSING FROM CARE

When a child goes missing from care, there are many factors to take into consideration, such as how well the child is known to carers, where they may have gone, what has been happening for the child before leaving, and the age and vulnerability of the child.

After thoroughly checking the house and grounds, the most senior staff member on shift must assess the situation. The child's known friends and anyone else whom staff suspect may know their whereabouts will be contacted. The child's Social Worker or out-of-hours team (OOH / EDT) if after office hours will also be contacted.

An informed decision and immediate risk assessment will be made as to how long staff should wait before informing the police, which is further aided by the child's individual Missing Risk Assessment. A description of the child will be to hand including current clothing and a photograph.

Where permissible and appropriate, the child's family will also be informed. Staff will follow Bayleaf Care's procedure for unauthorised absences in line with the

organisation's Missing from Care Policy and the Local Authority Runaway and Missing from Home and Care (RMFHC) protocol.

A report will be generated within 24 hours of the child being reported missing and will detail follow-ups and future prevention considerations. Yew Tree House will arrange an independent return home interview for all children who have been missing from care which is carried out by Placing Authorities.

The home will call a formal meeting with professionals to discuss the stability of the placement if it is assessed that the child is unsafe from individuals and environments that are external to Yew Tree House and that these influences are impacting their ability to stay safe.

HEALTH AND SAFETY

Bayleaf Care and all the adults at Yew Tree House are committed to maintaining high standards of health and safety. There is a dedicated standalone health and safety policy, which is mandatory for everyone who works within the home and on-site. This document helps to ensure the health and safety of the children and adults, visitors, and members of the public.

During their induction, adults receive health and safety awareness training, which is regularly refreshed through formal training and in team meetings. Health and safety issues are reviewed not only in team meetings but also in supervision and children's meetings.

Adults carry out regular health and safety checks in the home. The manager also completes monthly health and safety audits, and the Regulation 44 Inspector carries out their assessment. This information is collated and included in the Regulation 44 and 45 paperwork, which is shared with stakeholders and Ofsted.

Regular quality assurance monitoring is carried out within the home to cover all aspects. Audits are designed to systematically monitor, assess, and evaluate the quality of the service that we provide, and to ensure that the systems we put in

place are implemented and effective. Thus, we can use the data and information to identify weaknesses, allowing us to improve our service by showing the areas in which we do well, and the areas that require improvement. All of this allows us to ensure the quality of care that the children at Yew Tree House receive.

MONITORING AND SURVEILLANCE

Bedroom door alarm systems are installed in the home, although these will only be switched on if the risk deems this necessary. Bayleaf Care will ensure consent for door alarm systems (in writing) from placing authorities and others with parental responsibility. Children will be made aware these are in place. The Registered Manager will monitor the use of door alarms and any issues or concerns are to be addressed immediately.

The use of door alarms is not to be viewed as a monitoring system or to be used as a behaviour management tool but is to be deemed as an additional support mechanism for the children overnight, should there be a safeguarding requirement for it. They will only be used where it is deemed necessary and overnight to alert staff should a child leave their bedroom.

The home has a Surveillance and Monitoring Statement of Need in place.

FIRE PRECAUTIONS

Yew Tree House has undergone a fire risk inspection and safety risk assessment to ensure the safety of all who live in, work at, or visit the site.

Smoke alarms, emergency lighting, and firefighting equipment have been installed at strategic points, and the building is regularly inspected and maintained by the adults, as well as a trained fire officer. The home carries out regular fire drills, which are recorded, and has a fire evacuation emergency procedure in place. This is made available to everyone in the home.

Upon admission to Yew Tree House, all children, adults, and visitors are informed of the fire evacuation procedures in case of fire. Adults and children will complete a fire drill upon admission to ensure that they are aware of the procedure should a fire occur.

All children will also have an individual PEEPS on their file which will be explained to them.

LEADERSHIP AND MANAGEMENT

	NAME	CONTACT
Registered Provider	Bayleaf Care	www.bayleafcare.co.uk
Responsible Individual	Jamie Joinson	Jamie.joinson@bayleafcare.co.uk
Registered Manager	Taranjit Longdon	Taranjit.longdon@bayleafcare.co.uk

STAFFING AND TRAINING

All members of the team are required to participate in a comprehensive induction which includes numerous mandatory training courses. If they are unqualified, they will also be supported to undertake the QCF Level 4 qualification for Children and Young People in Residential Care. For employees who already hold an equivalent diploma, this will be checked to ensure that the qualification is transferable to the role.

Bayleaf Care is dedicated to providing consistent training and development opportunities to our team members. We offer ongoing support that enables them to perform their current role with excellence while also preparing them for future roles. This ensures that the entire staff stays up to date with the latest practices, legal changes, and professional developments.

Where gaps in knowledge are identified, or if a child with specific needs has been accepted for placement, subject-specific training will be sourced for staff as a priority before admission (for example, Autism).

We understand that every member of our team deserves support and guidance to provide the best possible care for our children. To ensure we are meeting this need, we regularly review our practices during supervision sessions conducted by a senior team member. We establish a supervision agreement for new staff members, and we discuss it with both the supervisor and supervisee at the beginning of their role. We want every team member to feel valued and heard, so we have an open-door communication policy that encourages staff to express any concerns. We believe that every adult can contribute to our team's vision and culture, and we welcome suggestions for improving our care for the children.

The aim of supervision is to provide support and guidance to our staff, who work tirelessly to ensure that the children in our care receive the highest quality of care possible. Our management team recognise the importance of reflective practice, which empowers our staff to learn from their experiences and grow both personally and professionally. We value their hard work and dedication, and we are committed to providing them with the resources they need to succeed.

All supervisions are recorded using the home's electronic management system. Both the supervisor and supervisee have access to the record.

During an annual appraisal, staff receive constructive criticism and feedback on areas that require improvement alongside positive feedback on their strengths.

YEW TREE STAFF EXPERIENCE AND QUALIFICATIONS

Adult	Experience	Qualification
Taranjit Longdon Registered Manager	Taranjit has over 21 years of experience working with children. She ample of experience with different types of children and ages in different settings and has her management award. Taz has managed different teams successfully and drives and supports her Teams fully.	Level 4 Leadership and Management

James Dawes- Deputy Manager	James has over 13 years' experience and been in managerial roles. James has a lot of experience working with children in a residential setting.	NVQ Health and Social care Children and Young people, Level 3. Currently enrolled on level 5 leadership and management
Senior Residential Care Workers		
Sarah Oakley	Sarah has over 4 years' experience supporting children with autism, challenging behaviour, and complex needs.	Level 4 – Children and Young People in Residential Care NVQ Level 3 extended diploma in health and social care.
Demi Harvey	Demi has over 2 years' experience supporting children with autism, challenging behaviour and complex needs in a children's home.	Level 4 – Children and Young People in Residential Care
Paul Adey	Paul has 2 years experience working with children with autism and EBD.	Level 4 – Children and Young People in Residential Care – currently completing this.
Lauryn Winter	Lauryn has 5 years' experience working with children with Autism, EBD, and complex needs. Lauryn has worked in various care roles with children.	Level 4 – Children and Young People in Residential Care Currently enrolled on level 5 leadership and management
Myrthe Hermelink	Myrthe has over 5 years experience working with children with autism, complex needs, and challenging behaviour.	Level 4 – Children and Young People in Residential Care Bachelors in communications.
Richard Elliott	Richard has 4 years' experience working with children with autism,	Level 3 – Children and Young People in Residential Care

	complex needs, and challenging behaviour.	
Residential Care Workers		
Lois Jones	Lois has supported young people with complex needs within various settings and has over 2 years experience.	Level 4 – Children and Young people in residential care – currently enrolled
Joseph Pallatina	Joe has over 8 years of experience working with children with autism, complex needs, and challenging behaviour.	Level 3 – Children and Young People in Residential Care
Deborah Oseghale	Deborah has over 3 years' experience working with children and adults with autism, complex needs, and challenging behaviour.	Level 4 – Children and Young people in residential care – to be enrolled after probation.
Ibrahim Oladipupo	Ibrahim worked as a care assistant and support worker in his home country of Nigeria from 2020 to 2023, when he relocated to the UK.	NVQ Level 3 Diploma in Health and Social Care
Hannah Taylor	Hannah has over 4-years' experience supporting young people, with various needs including children with Autism, challenging behaviour, and EBD. Hannah has worked in various care roles with children.	Level 4 – Children and Young People in Residential Care
Imole Femmyale	Imole moved from Nigeria to the UK in 2022, where she started work as a care/support worker for vulnerable adults in the community. She has continued employment in this field since, providing personal care and	MA Management and Human Resources Bachelors in Primary Education Studies (Nigeria) Level 4 – Children and Young People in Residential Care –

	empowerment to service users.	currently completing this.
Eleanor Davies	Eleanor has been the Registered Manager of a nursery provision for over 15 years, where she is also the safeguarding lead and SENDCO. Her experience of working with children and their families dates back to 1991.	Level 4 Childcare and Education Level 3 SENCO Award
Night Awake VACANCY	Recruitment is underway.	
Margaret Brambleby Night Awake	Maragret has over 30 years' experience supporting children with autism, challenging behaviour and complex needs, the past 20 years she has worked as a wake in night support worker.	NVQ Level 3 in health and social care with children and young people.
Sony Parivartan	Sony has over one year's experience working in elderly care.	Level 4 – Children and Young people in residential care – to be enrolled after probation.
Alvin Martin	Alvin has over one year's experience with various care setting including children and the elderly.	Level 4 – Children and Young people in residential care – to be enrolled after probation.
Therapist		
Anne-Marie Gardiner	Anne-Marie is an Integrative Counsellor and Psychotherapist who qualified in 2016. She has the ability to formulate therapy plans with individuals and to change them when needed. In order for therapy to benefit individuals they need to engage in the process, in the hope that healing and growth can occur.	BSc in Counselling and Psychotherapy GCSE in Psychology Postgraduate MSc Integrative psychotherapy

Organisation Structure

<p><u>Registered Manager</u> Taranjit Longdon</p>
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<p><u>Deputy Manager</u> James Dawes</p>

<p><u>Senior Residential Care Worker</u> Sarah Oakley</p>	<p><u>Senior Residential Care Worker</u> Myrthe Hermelink</p>	<p><u>Senior Residential Care Worker</u> Demi Harvey</p>
<p><u>Senior Residential Care Worker</u> Lauryn Winter</p>	<p><u>Senior Residential Care Worker</u> Paul Adey</p>	<p><u>Senior Residential Care Worker</u> Richard Elliott</p>

<p><u>Residential Support Worker</u> Lois Jones</p>	<p><u>Residential Support Worker</u> Eleanor Davies</p>	<p><u>Residential Support Worker</u> Ibrahim Oladipupo</p>	<p><u>Residential Support Worker</u> Hannah Taylor</p>	<p><u>Residential Support Worker</u> Imole Femmymale</p>	<p><u>Residential Support Worker</u> Joseph Pallatina</p>
<p><u>Residential Support Worker</u> Deborah Oseghale</p>	<p><u>Residential Support Worker</u> Alvin Martin</p>	<p><u>Residential Support Worker</u> Sony Parivartan</p>	<p><u>Waking Night</u> Margaret Brambleby</p>		

<p><u>Therapist</u> Anne-Marie Gardiner</p>
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WHISTLEBLOWING

If improvements are not satisfactory, or if concerns are not appropriately addressed, then all staff are required to raise their concerns with the Designated Safeguarding Lead, or with an external body if deemed necessary. This includes contacting the police directly; the Local Authority Designated Officer (LADO); the

National Society for the Prevention of Cruelty to Children's whistleblowing helpline at 0800 028 0285, or help@nspcc.org.uk; or Ofsted on 0300 1233155, or whistleblowing@ofsted.gov.uk.

CARE PLANNING

Bayleaf Care has a referral and admissions policy that supports all children who move into the home to be admitted in a planned, caring, and sensitive manner. At Yew Tree House we ensure that admissions are planned to allow for a smooth transition into our care.

Before admission, the Registered Manager will complete an Impact Risk Assessment to ensure that the child is compatible with both the other children living in the home, and with the environment and the care that Yew Tree House can offer. Wherever possible and following a successful Impact Risk Assessment, the child is invited to visit the home to meet the care team and other residents. This provides them with the opportunity to share their views, wishes, and feelings regarding their placement and their future.

Before admitting a child, it is important that the Registered Manager receives all necessary paperwork and relevant documentation, and that these are signed by the Social Worker.

Bayleaf Care prefers that admissions are always planned and are provided as a positive option as part of the care plan for the child concerned. However, Yew Tree House also accepts that in some cases, such planning cannot always take place. Yew Tree House can, therefore, accept emergency admissions subject to the suitability of the child to our admissions criteria, and compatibility regarding gender, age, and upon completion of an initial Impact Risk Assessment.

Any child admitted to the home as an emergency will have specific agreements and action plans in place that can be reviewed at the 72-hour placement meeting. Should Yew Tree House be unable to support the child, this may result in having to serve notice on the placement.

Following the government's 'Keep on Caring' white paper, and Sir Martin Narey's independently commissioned report, 'Residential Care in England' (2016), Bayleaf Care welcomes the recommendations around supporting children in residential care approaching independence and beyond.

The care team at Yew Tree House is committed to supporting children throughout all transitions, including their pathway to independence to avoid a 'cliff edge conclusion' to their time in care. We work with local authorities, stakeholders, and children to provide positive transitions and deliver a positive experience of leaving care or transitioning to another service.