

Statement of Purpose & Function

The Elms



OUR MISSION STATEMENT

“To provide a safe, nurturing, and stable environment where children feel cared for, respected, and valued. To support children on their journey to discover uniqueness, nurture a sense of belonging and unlock potential”.

Author:	Vicky Hodgkins	Reviewer:	Dawn Charlesworth
Issue Date:	April 2023	Next Review:	JULY 2026
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Registered Provider Details

Telephone: 01629734839

Website: Pending

Registration Number: URN2713335

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Who May be Referred:

- Welcome to The Elms. We provide care and accommodation for up to 4 children and young people. Including the matching of siblings
- We are registered to provide accommodation for children who demonstrate emotional and/or behavioural difficulties (EBD).
- Placements are available for male and female children, depending on the individual needs and matching of the home's placement profile.

Quality and Purpose of Care at The Elms

The Elms provides specialist care for children aged 7 – 17. We aim to build close working relationships with our neighbouring local authorities to ensure that the children from these areas are able to stay within Derbyshire and the East Midlands, but we will consider children from further away if this is the right match for our home.

Our purpose is to provide bespoke and individualised, high-quality care for children in a safe and supportive setting.

We offer every child a sense of belonging and respect, and work alongside local authorities and other dedicated services to deliver a range of care, ensuring the best possible outcomes for each child.

We are a home committed to providing care to EBD children on a long- and medium-term basis. We strive to build a family feel to our home and provide stability and nurture for the children living with us. We know that children do not fit into labels, and we are happy to discuss individual children's needs.

At The Elms, we focus on the core values of being non-judgmental, providing care and empathy, accepting each child as a unique individual. We recognise that to offer an outstanding service, the needs of the child must lie at the heart of everything we do. By adopting a child centred approach, we encourage children to flourish and grow in confidence as they begin to recognise their own potential and self-worth. Many children in care have complex needs and have experienced trauma and loss and will be entering our home at a time of crisis. We strive to offer a safe 'family' environment that promotes healing as well as growth and the development of social skills through relational practice.

Our staff work hard to build positive relationships with children supporting them to manage and understand their needs, vulnerabilities, and strengths. We pride ourselves on ensuring that children are provided with good quality care and are committed to improving outcomes for children.

Working in partnership with family or people of importance to the child and other professionals, we endeavour to enhance each child's levels of self-esteem by creating and maximising safe opportunities in which to learn, develop and realise appropriate degrees of self-determination. This partnership work is focussed on care plans which will inform future stability.

We work in conjunction with the child's local authority and other professional agencies to achieve the aims and objectives of the child's care plan. This could include family reunification, but when that is not an option, we work towards other preferred choices such as a move to semi-independence as our children approach 18. We aim to ensure that the children living at The Elms achieve positive and healthy outcomes. We achieve this by

planning the development of the staff around the child's needs. This allows us as a provider to tailor our approach to ensure that all their needs are met.

Deleted:

What are the Values that Underpin our Work?

- Everyone is unique and has an inherent right to develop their full potential.
- Children have the right to feel safe and be cared for by trusting adults who can offer them a safe and nurturing approach, concern, empathy, affection, and experiences appropriate to their individual complex needs.
- Adults will accept the significance of each child's individual needs, identity, and personal characteristics.
- The Elms offer children development and growth within their own ecology and offer an environment for living, learning, and developing together, taking into account their wishes and feelings.

A Description of The Elms

Set in a small parish village, The Elms is a large family home in Darley Dale, Matlock. A large, enclosed garden at the rear of the property provides a generous play area with the option to grow vegetables and own a small pet. The home has been tastefully furnished, providing a warm and friendly family environment. Each bedroom has individual, comfortable learning space and is decorated in accordance with the wishes of our children. The living areas are light and airy and children are invited to have a say in how the home is decorated and furnished. The kitchen is modern and is attached to a family dining room. There is a games/chill room with 2 ensuite rooms for the staff team and an office. Items have been purchased to make the home child friendly, warm and welcoming. The Elms is a house that any child would be happy and proud to bring their friends back home to.

There are lots of opportunities for our children to follow their hobbies and interests in the local area. This includes a swimming baths and leisure centre, horse riding, football clubs, nature walks, local festivals, local places of interest such as the Heights of Abraham, Gulliver's Kingdom, and community groups such as cubs, scouts, brownies, and the local horticultural society. The nearest large city is Sheffield where our children can enjoy activities that larger cities have to offer such as the cinema, swimming, and Go Karting etc and the smaller town of Chesterfield is a 20-minute drive offering leisure and shopping facilities.

Recreational facilities are made available to all children at The Elms. Alongside maintaining interests, we will encourage the children to experience and try a variety of hobbies. This may be through joining in school activities, youth clubs or sport centres.

Equality, diversity & Inclusivity



The team will have a clear understanding at the point of admission of the religious, language and cultural background of the child or young person. Children will be supported to uphold their religious observations and cultural practices, for example, attending places of worship, religious and cultural celebrations. Where possible, social events within the local community will also be encouraged.



Comments, Compliments, Feedback and Complaints

The Elms are committed to maintaining the highest standards within our practice. However, we accept that there may be times when difficulties arise in the course of undertaking our work. We hope that any difficulties experienced can be resolved by talking to a member of staff or the home's Registered Manager. At The Elms we endeavour to role model to children in the home ways to resolve conflicts or concerns that occur within living environments; children are encouraged to use children's meetings to do this.

Children are provided with information about their right to make complaints. We encourage children to speak to staff and that our staff listen and learn to inform our ongoing practice.

Parents and professionals also have access to Ofsted, placing and host authority complaints procedures and our children have 24-hour access to the children's commissioner, Ofsted and child line.

Child Line – 0800 1111

Children's Commissioner Dame Rachel de Souza: 0800 528 0731

email help.team@childrenscommissioner.gov.uk.

Ofsted – 0300 123 4666

This information is also included in each child's Welcome Brochure.

At The Elms we operate a transparent complaints procedure and take representations and complaints seriously. All complaints will be overseen by the senior management team. Where applicable, complaints will be shared with relevant parties such as Ofsted, LADO, and social workers.

Each child has the right to make representations by way of comments, compliments, feedback or complaints regarding their care and accommodation whilst being cared for. A record is maintained in the home of such comments, compliments, feedback, and complaints.

Our team actively encourage children to explore their feelings constructively and express them in an open and honest discussion during our house meeting on weekdays after dinner or on a more one-to-one basis with a member of staff. Within this context children are made aware of their right to complain should they feel they have been treated unfairly or disrespectfully.

All children will have access to an Independent Advocate, details of whom and how to contact them are in their Children's Welcome guide. The home has a written complaints policy and procedure that is available to the children to consult alongside information in the Children's Welcome guide.

Wherever possible complaints will be discussed at an informal level with the home manager, in the hope that they can be resolved as quickly as possible with the minimum anxiety to the child or young person.

For those complaints that cannot be remedied by informal discussion, the child will be given the opportunity to follow the process through to formal investigation and resolution.

All Children will have:

- Their wishes and feelings heard and actioned upon
- A safe environment to discuss their concerns.
- A clear complaint process
- The support of the team
- Will be provided with the tools, names, and telephone numbers of organizations who can help them independently if they are dissatisfied e.g., OFSTED, Their Advocate, their local authority complaints officer, Your Voice Your Choice, ChildLine, and NSPCC

Wishes, Views, and Feelings

We aim to enable children to grow in a safe, stable, and nurturing environment. We will support and encourage children in our care to manage healthy relationships, enabling best possible outcomes whilst living at The Elms and when transitioning into adulthood.

Our children are encouraged and supported in self-expression. They are actively encouraged to recognise their rights and responsibilities. All children are encouraged to participate in weekly children's meetings designed to allow them to express their views and concerns and to celebrate things that they like or make them happy. Children are supported and encouraged to take part in their reviews and of the completion of their care plans.

The staff team are encouraged and expected to gather and support our children to share their views and to ensure these are considered in the day to day running of The Elms.

How we Consult Children About the Quality of Care they Receive



We firmly believe that children **should be seen and heard** and takes steps to promote this further within the home, this has been established by consulting our children in a number of ways including the following:

We consult by:

- Always listening to children, trying to understand their needs, views, and concerns by way of individual key work sessions.
- Holding regular children's meetings where everyone can contribute and make suggestions.
- Seeking views either through one-to-one sessions or through anonymous questionnaires and quality audits.
- Regular management consultation with all children, in addition to advocacy and independent visitors.
- Children living at our home are encouraged to discuss any aspect of their care, any time, with a member of staff of their choice.
- We embed a relational model of practice to build trust and confidence in our staff for our children, assisting them to share concerns and be confident to identify and raise their issues.

How we approach anti-discriminatory practice & children's rights

We believe that each child in our care has the fundamental right to the following:

- Be regarded as an individual.
- Be cared for by people who can understand their needs.
- Be treated equally.

- Receive respect and understanding regarding their sexuality, cultural identity, religious, and spiritual beliefs.
- Receive an education which enhances life prospects in every respect.
- Receive prompt attention in relation to all healthcare needs.
- Be informed about all important decisions that affects them and to have a say.
- Be afforded privacy for his/her belongings.
- Have the opportunity to think independently and make his/her own choices.
- Complain about anything that is felt to be unfair or unjust and to have that complaint listened and responded to and for things to change if required.
- Develop and nurture lasting friendships and contacts within and outside the home

Education



The Elms is committed to supporting children to aspire to reach their full potential. The key focus around education is that all children make measurable progress towards achieving their education potential and are fully supported to do so by us. However, we are aware that many of our children in our homes have been exposed to educational experiences that have left them with low self-esteem and extended periods without appropriate provision. In that vein we will ensure that an appropriate education provider is sought.

A place at a local mainstream school will always be our preference but where this does not meet the individual needs of the child, alternative options will be considered in consultation with the parents, relatives, and social workers as appropriate. If a full-time place is not immediately available, staff will assist our children to re-engage with school and to work towards returning full time where fitting. We will ensure our children are the same as their peers and arrive to school on time.

The staff team will actively work with all relevant services in securing the appropriate educational provision in the community, taking full account of any special educational needs as stated in their PEP or EHCP. We will attend EHCP and PEP reviews and parent's evenings to represent and support our children.



Enjoyment & Achievement

All children will be given the opportunity to take part in an annual holiday organised by the home. This will normally be within the UK and will be arranged as appropriate to the children's needs. The children will be encouraged to contribute to the planning and implementation of the holiday. We will always endeavour to ensure that the children are offered opportunities for new experiences and to create lifelong memories.

We are a small, friendly, and welcoming staff team who enjoy arranging and participating in outings and family visits.

We expect our children to live the same lives as their peers and so encourage social friendships, community participation, cultural and local celebrations and positive interaction with the wider community.

ALL ACHIEVEMENTS NO MATTER HOW SMALL WILL BE CELEBRATED.

Health

The Elms will promote the good health and well-being of all children throughout their stay and will ensure that each child's physical, emotional and health needs are always met. Children will be provided with guidance, advice and support on health and personal care issues. As part of the admission process, staff work in partnership with parents and others to ensure that every child is registered with a local GP, dentist and optician and that arrangements are made for necessary visits and periodic tests.

Those holding parental responsibility will need to provide consent for the administration of medications and treatments. Thereafter decisions about who will be responsible for administering or consenting to emergency medical treatment will be taken after consultations with medical professionals, and those with parental responsibility.

Staff will record all details of such visits on individual records, including treatment and medication details. At The Elms all medications are stored in locked cabinets, in accordance with the Children Home Regulation 2015 and are recorded on individual medical records held at the home. In addition to the above we will actively seek ways to continue to develop and improve our knowledge and understanding to ensure that we are able to deliver the latest strategies, interventions, and best practice in relation to the complex behaviours of our children. We work closely with agencies such as CAMHS (Children and Adolescents Mental Health Services), who provide support for children with a



range of mental health issues include aggressive behaviours, sexually harmful behaviours, eating disorders and self-harming behaviours.

We have a senior paediatric mental health nurse who works with us and can either complete work directly with children and young people if requested by the placing authority or will support the staff team to work with complex behaviours.

Positive Relationships



We have an absolute duty to ensure that every child in our care is enabled with the tools and life skills to support them whilst being cared for and later with the transition into adulthood. We believe that positive relationships are at the very heart of that and strive to achieve that by:

- Listening
- Providing nurture, respect, dignity, and care in a safe and homely environment.
- Encouraging our children to believe in themselves, through the development and maintenance of positive self-esteem, confidence, and positive regard.
- Promoting a safe, secure, and informed sense of identity, including cultural, racial and gender-based identity.
- Applying a sense of community and citizenship through the development and use of good interpersonal skills and confidence in social settings and opportunities to play a part.
- Supporting our children to understand and enjoy rights and responsibilities and to be able to exercise effectively both principles, whilst cared for and in later life.
- Celebrating achievements, no matter how small.
- Consistency and an open and honest approach.

On arrival each child will be appointed a Keyworker who is responsible for establishing a close working relationship with them. Keyworkers provide continual support to help the child feel safe and comfortable within the home. They help support children to settle into a routine, teach about house rules and expectations, so they feel included and understand the culture of the house, and encourage children to share any ideas they may wish to contribute, such as encouraging the child to express their views wishes and feelings when they arrive as well as encouraging them to choose the décor of their bedrooms and create a safe and calm environment within this space.

Promoting Family and Social Relationships

We recognise that relationships with family and friends are paramount to our children and can have a positive impact on them whilst living at The Elms. Therefore, where safe to do so will ensure that all positive contact and social relationships are maintained. This could be travelling to the same youth clubs, sports clubs or cultural groups or having a friend to stay. Parents and siblings are always invited to The Elms in line with the views, wishes and feelings of our children, provided it is safe to do so. The degree of involvement will obviously vary from individual to individual and there will be varying degrees of difficulty in each case, for example, the child may refuse contact with their parent(s). Alternatively, parents may refuse to have contact with the child in which case we will implement support plans to manage this.

It is our policy to actively facilitate these contacts and support our children with building and maintaining positive relationships with their families and significant others in their lives. Where appropriate, parents or significant others are encouraged to attend reviews and all relevant parties are informed of any decisions or developments, which may occur. The Elms provides our children with access to a private telephone line, email and post following appropriate risk assessment. Children can make contact with their social worker or seek advice and support from services such as child line, Ofsted or The Children's Commissioner 24 hours a day.

It is our policy to seek social worker guidance in respect of arrangements that are specific to the individual child or young person and whenever possible these links with family and friends in the home area are always encouraged.

Protection of Children

All children have the right to be protected from abuse, whether this be physical, sexual, or emotional abuse or neglect. Our approach to all aspects of care delivery is child centred.

Concerns over the safety or well-being of a child will never be ignored.

Everything we do is geared to the protection, happiness, and development of our children. Our Safeguarding Policy is detailed, extensive and child centred.

The policy provides detailed definitions of physical, sexual, and emotional abuse and neglect.

The policy sets out clearly, and in considerable detail, who is responsible for dealing with suspected or actual incidents of abuse, defines how matters of abuse should be dealt with and provides supportive guidance to officers who may be involved in dealing with such matters.

The policy aims to:

1. Provide clear and specific guidelines to enable staff to deal with child protection issues effectively.
2. Set high internal standards to ensure that the children cared for at The Elms are well protected
3. Ensure that every individual working at The Elms knows what to do in a Child Protection Emergency.
4. Ensure to the best of our ability safe recruitment procedures and vetting of staff.

Safeguarding & Counter Bullying

All children who are cared for at The Elms will be respected and protected from harm. Children will not be made to feel culpable for reporting allegations of abuse by an adult or child in the home, within their family or externally. The home has a safeguarding policy and procedure.

The policy covers issues including:

- Definition of abuse.
- Identifying signs and symptoms of abuse.
- Keeping children safe.
- Who to contact and when?
- Recording.
- Whistleblowing.
- Missing strategies and practice Guidance
- Child sexual exploitation strategies and practice Guidance

Within the policies and procedures is a policy on countering bullying, this policy identifies:

- The types of bullying.
- Signs and symptoms of bullying.
- Management of bullying by other staff.
- Recording

It is part of the induction for all staff to read and familiarize themselves with all the policies and procedures. Discussions around policies and procedures will be held regularly in supervisions and team meetings. Documentation is reviewed annually by the senior management team.

Children Who Go Missing:

We will work in partnership with the placing and host authorities, police and other relevant agencies and the child to reduce the risk and frequency of periods of missing. All staff are made aware of and do not exceed the measures they can take to prevent a child from leaving The Elms without permission under current legislation and guidance. **We always make our children feel welcome on return.** At all times staff will comply with the Runaway and Missing from Home and Care (RMFHC) protocols agreed with local police, partners, neighbouring authorities, the child's placing authority and scrutinised and reviewed by the LSCB. Where there is an increased likelihood that a child may go missing, then we will ensure that the child's placement plan includes a strategy to minimise the risk a) of them going missing



and b) if they were to go missing. Additionally, we will undertake work with them around the risks associated with going missing from home, how to keep themselves safer and how to get help.

The principal aim is to work with our children to find out why they felt the need to leave home without consulting or seeking permission from staff. Wherever possible, and in any case as soon as possible after they have returned, our children will be seen by their social worker or a person who is independent of the home, usually the local authority missing from care team. Where appropriate, changes to Placement / Care plans are recommended and agreed with appropriate people, including the child.

Any reports from a child that indicates he or she went missing in response to being abused will be immediately reported to Social Care and appropriate measures are made to protect the child.

When a child is absent from the home or the supervision of a member of staff without consent or authority, then the following procedure will be followed:

- Staff will always follow individual actions stated on a child's care plan in line with local protocols for children who are known to be missing from home and have a specialist risk assessment.
- Staff will conduct a search of the interior of the home then the outside surrounding area to locate and confirm the whereabouts of the child and their safety.
- Staff will attempt to contact the child through their mobile phone or by calling their family and friends for information.
- If the child has not returned to the home, then a member of staff will go out and look for them. This should only be done after consultation with a colleague, and it has been agreed that such action will not place the other children or staff at risk.
- If the search by staff has proved inconclusive, then the member of staff searching for the child should report them as missing to the local police in the timescales agreed on their risk assessment. They should also notify the child's Social Worker, parents, and any significant others. If outside normal office hours, then the child's Out of Hours Duty Team must be contacted.
- The time for reporting children missing to the police would be made after consideration has been given to their age, personal circumstances, vulnerability, and previous history. This time period should be clearly noted in the child's care plan and risk assessment and updated monthly and according to need.

All instances of children and young people missing will be recorded. We will record:

- The circumstances preceding the incident.
- All action taken by staff.
- The circumstances of the child's/ young person's return.
- Any reasons given by the child or young person for why they went missing.
- The location in which the child or young person was found, and any risk factors identified in this situation.
- Any action we or other agencies have taken in the light of the reasons.

Information will be shared with the placing authority and, where appropriate, the child or young person's parents.



If the child or young person is missing on two or more occasions or engages in other risky behaviours, we will convene a meeting with the child's or young person's social worker and associated professionals as well as the child or young person wherever possible to develop a risk management plan. The aim of this plan is to keep the child or young person as safe as possible and to reduce the time they spend missing with staff at The Elms not knowing where they are.

Behavioural Support at The Elms

At the Elms we work in a relational and restorative way. We focus on building positive relationships and promoting positive behaviour by role modelling this and providing advice and guidance where required.

There is no such thing as a bad child, and so with that in mind we will always maintain the child's dignity and work in a non-judgemental way to support them in their own self-regulation of emotions and implement strategies with them to build personal de-escalation skills. This in turn maintains positive relationships between the team and the child.

We will always work with the information and knowledge shared by us by the placing authority to ensure that we are well informed to support children to manage their behaviour.

Staff Training and Approach to Care

At all times, staff and management strive to avoid the use of physical intervention. However, when necessary to protect the safety of the young person or others, staff are trained to use a safe and recognised method of physical restraint. All staff are certified in **CPI Verbal Intervention** and **CPI Safety Intervention**, with each certification valid for 12 months and renewed annually. If a member of staff is untrained in CPI Verbal Intervention and CPI Safety Intervention, they will assist through guidance from a qualified CPI trained member of staff.

Staff are also trained in the **PACE model** (Playfulness, Acceptance, Curiosity, and Empathy), which is fully embedded into our daily practice. This approach supports the provision of therapeutic care for children and young people with complex needs.

In addition, a **clinical mental health nurse** visits weekly to provide ongoing training, supervision, and support for staff. This helps ensure the continuous professional development of the team and supports the emotional wellbeing of the young people.

Our team is also trained in **Trauma-Informed Care**, working in line with its six core principles to ensure a safe, supportive, and understanding environment for every child and young person in our care.

We aim to provide firm, fair and consistent boundaries, taking the child's views and wishes into account.

Children have an individual risk assessment to state the amount of monitoring and observations they require within the home and the community. The dynamics of the peer group at the time will also be a contributing factor, considering potential risks. The monitoring and observations of the children will also be dependant of factors such as age, independence, social skills, risk, offending behaviour and identity. Each child accommodated has the right to privacy so are able to have free time in their own

bedrooms. Each of these rooms are with self-lockable doors which staff can access should an emergency or concern arise.

We will strive to establish and maintain, acceptable levels of behaviour by everyone at all times. Where behaviour falls below the standards expected, this will be discussed with the child concerned and educative action implemented. We follow a young person-centred approach to behaviour management and will apply firm, fair, and consistent principles in the application of the home policy. All Sanctions and Reparations will comply within the guidance and principles set out in legislation.

Any occasion in which a child is physically held, will be recorded in accordance with the CPI Safety Interventions Policy. It may only be used when a young child's behaviour poses a threat of imminent, serious physical harm to self and/or others, or serious damage to property of any person (including the child involved) (Children's Homes Regulations 2015).

All staff complete safety interventions training which includes extensive training on behaviour management and physical intervention techniques. This programme is based on Restorative Approaches to support the children with understanding the impact that their behaviour has on themselves and those around them, while unpicking the underlying causes.



Health & Safety

The Elms commits and accepts its duty to follow all legislation and ensures that health and safety and welfare are of the utmost importance. following legislation guidelines, we will ensure that adequate arrangements are in place about the planning, organizing, and monitoring of health and safety matters within the home. Training for all staff is delivered within the induction period and refreshed where appropriate. Assessment of risk to health and safety is continually assessed and evaluated through risk management reports.

Leadership & Management

The name and address of the registered provider:

Registered Provider:	Lantern Care Homes
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Placement Enquiries:	referrals@lanterncarehomes.co.uk
E-mail Address:	Admin@lanterncarehomes.co.uk
Website Address:	Under construction

Responsible Individual

Name	Vicky Hodgkins
Qualifications	MA Social Work BSc Psychology and Forensic Science
Experience	Vicky has spent 20 years working throughout children's services in various roles, including a number of years working as a Residential Childcare Worker in various children's homes, in both private and local authority settings. Vicky spent her social work qualified career specialising in children's safeguarding, firstly as a safeguarding social worker on a Duty and Assessment team, moving into longer term work with children in care proceedings and children in care. Vicky has managed Safeguarding Duty teams, Court Teams, long-term Safeguarding and Cared for Children teams as well as Leaving Care teams and services. Vicky has been head of services in various local authorities overseeing a number of services, leaving care and safeguarding services EDT, MASH, Assessment and Early Help services. Vicky has also undertaken private work in relation to safeguarding and fostering assessments. Vicky is passionate about best outcomes for children and committed to advocating for the very best for the children in our care. I have kept my training current and up to date in line with my social work registration and to enrich my knowledge and practice.

Registered Homes Manager

Name	Dawn Charlesworth
Qualifications	BA Honours Degree in Working with Children & young People. Diploma level 3 Residential Children's Homes. Diploma Level 5 Leadership and Management Level 3 Safeguarding Children. National Award in Maternity & Child Welfare level 3

Experience	Dawn has 35 years' experience in working with children and young people and 22 years in a residential provision. Dawn has 6 years working in management, 2 of which she was registered manager for Durham County Council. Dedicated to positive relationships and building happy memories, Dawn is committed to leading a team who will strive for the best possible outcomes for all children and young people who come to live at The Elms.
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Trainee Deputy Home Manager

Name	Dayle Parsley
Qualifications	Currently completing level 4 diploma
Experience	Dayle has 3 years' experience in a residential children's home 1 yrs experience as a senior member of staff 6 yrs experience working with early years in a primary school

Workforce

Staffing profile& Qualifications

Trainee Deputy Manager Senior Support Worker Senior Support Worker Senior Support worker	Dayle Parsley Kirsty Foster Rebecca Anderson
Support Workers	Daniel Jones Lauren Packer Kirsty Sweeney Sharen Thorpe James Brassington Diane Jones Georgina Houghton (Bank relief worker)
Total	10 + 1

APPENDIX: STAFF LIST

Due to confidentiality requirements, this staff list is an unpublished appendix to the current Statement of Purpose available on the website

Name	Role	Qualification	
Dawn Charlesworth	Homes Manager	Level 5 Diploma in Leadership & Management BA Honours Degree in Working with children & young people Foundation Degree in Professional Learning in Children and young people's Service Diploma level 3 in Children & young people's Workforce in a residential setting National Association Award for Maternal & Child Welfare Level 3 CPI PACE Trained	
Rebecca Anderson	SRCW	IOSH Health & Safety in Children's Homes, NVQ 3 Social care Level 5 Safeguarding CPI Training Self-Harm PACE trained Trauma Informed Practice silver	Enrolled onto Level 4 Diploma in Children & Young people's workforce
Kirsty Foster	SRCW	Health & Social diploma level 3 Safeguarding level 3 Food & hygiene level 2 Handling of medication Training First Aid Trained Trauma informed practice gold PACE trained & Train the trainer	enrolled onto level 4 diploma on completion of probation
Sharen Thorpe	RCW	Level 4 diploma working with children & young people in a residential setting	

		Level 3 safeguarding CPI training Food and hygiene First aid 1&2 Safeguarding Food and hygiene First aid Medication training Self-Harm Trauma Informed	
Vacant	RCW		
Dayle Parsley	Trainee deputy manager	Higher level teaching assistant Qualified in sign language Level 3 in childcare and education. Safeguarding training level 3 CPI training PACE trained & Train the Trainer Food and hygiene First aid Medication Training Self Harm Trauma informed practice	Enrolled onto Diploma Level 4 October 2023 – completion September 2025
Diane Jones	RCW	NNEB Level 2 in Social Care Child Psychology Diploma Medication Training PDA & mental Health Safeguarding level 3 Food & hygiene CPI PACE Trained Trauma Informed	Enrolled onto Level 4 diploma May 2024
Lauren Packer	RCW	Criminal & Psychology BS Honours degree. Safeguarding Children level 1,2, 7 3 CSE Training Mental health Awareness First Aid online Medication training Handling & Administration of medication level 3 – ongoing PACE Trained Trauma Informed	Enrolled onto level 4 diploma

Kirsty Sweeney	RCW	Level 3 Cashe in childcare & education Level 2 counselling skills Child psychology ICS Level 2 philosophy for children Safeguarding children level 1,2, & 3 CSE Mental health awareness First Aid Medication training PACE trained & train the Trainer Trauma informed care trained	enrolled onto level 4 diploma
Daniel Jones	RCW	Children safeguarding level 1,2 & 3 CSE Trauma informed care Handling of medication First aid CPI Mental health awareness Trauma Informed	
James Brassington	RCW	Level 1,2,3 safeguarding children First aid CSE Mental health awareness Fire Safety Handling of medication Trauma Informed Activity coordinator level 3	To enroll on completion of probation period
Georgina Houghton	Bank Residential worker	Level 3 diploma working with children and YP Foundation degree in childrens learning & Development Level 1,2 & 3 safeguarding children First Aid CSE Mental Health awareness	

Lantern Care Homes are an equal opportunities employer, welcoming employees from diverse ethnic, cultural and religious backgrounds. We seek to recruit both male and female employees of all ages to ensure a balanced staff team. Lantern Children's Home's believe that a clear and highly structured routine for children creates a sense of reliability, consistency, and predictability, which in turn can create a sense of safety and security.



We are committed to ensuring that all staff receive regular supervision and support. Professional development and supervision are fundamental and are a critical component to The Elms being a success. The registered manager will ensure that all probationary staff receives supervisions on a bi-weekly basis up to end of their 6-month probation period.

Subject to successful completion of their probation this will then be amended to a monthly basis thereafter. All formal supervisions are planned to be carried out in an appropriate and confidential environment. Staff receive a bi-annual appraisal to support their continued professional development. The Elms aims to develop a culture where staff are comfortable and confident enough to seek support and advice between supervisions.

Experienced staff from The Elms have been temporarily deployed to support the team at Cedar House, with a clear focus on strengthening practice, promoting consistency, and supporting staff development. The manager and senior staff members, KF, RA, and DP, have undertaken additional cover shifts, working directly alongside the Cedar House team to provide hands-on guidance and role modelling of best practice in line with organisational policies and procedures.

This has included supporting staff with care planning, risk management, behaviour support strategies, training and practice, as well as offering informal supervision and day-to-day advice to build confidence and competence within the team. Their presence has also helped to ensure continuity of care for the young person during periods of staffing pressure.

Through their consistent and supportive approach, KF, RA, and DP have developed positive, trusting relationships with the young person at Cedar House. As a result, there has been a noticeable improvement in engagement, with the young person responding well to structured routines, increased interaction, and a more cohesive team approach. This collaborative working has contributed to a more stable and nurturing environment within the home.

Initial Training

Upon starting their position with the home, the staff will complete a series of shadow shifts, during which they complete an induction to the home and a series of mandatory training courses.

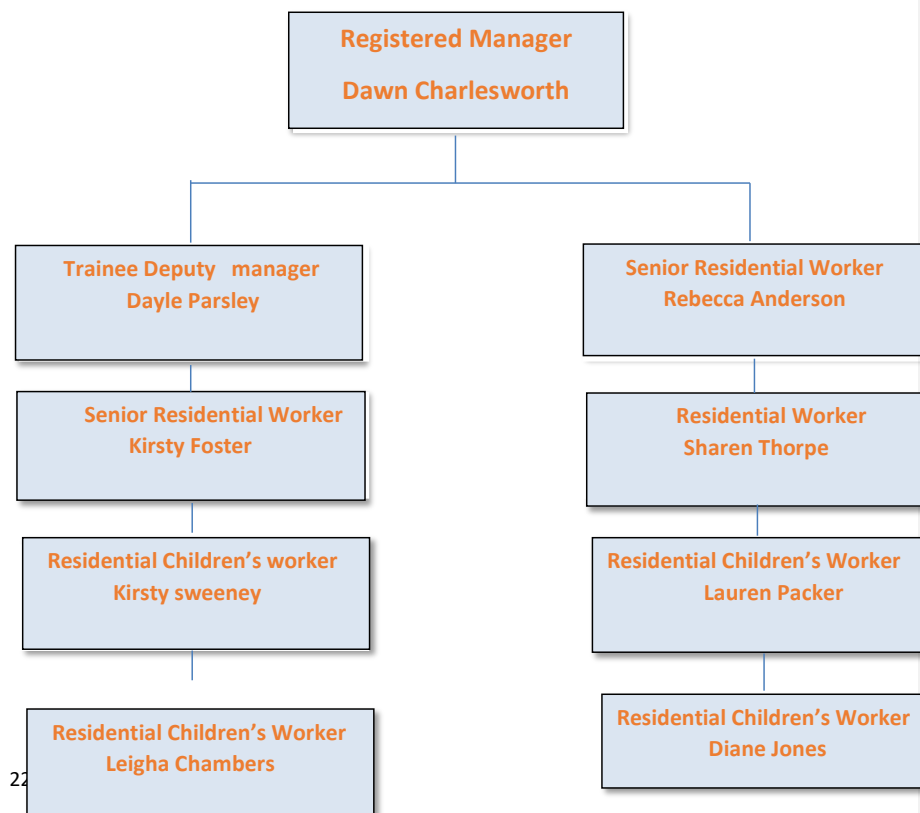
The course contains the following key elements:

- Child Protection (Safeguarding) Level 1, 2 & 3
- Child Sexual Exploitation (CSE)
- E-Safety
- Health & Safety
- Fire Safety
- Manual Handling
- Food Hygiene
- Food Allergens
- Caution of Substances that are Hazardous to Health (COSHH)
- Personal Protective Equipment (PPE)
- County Lines
- Handling of medicines

- Driving Safely (ROSPA Endorsed)
- Equality & Diversity
- Information Security
- Mental Health Awareness

Following the successful completion of the initial training programme and follow up course, all staff are then registered to complete their QCF 4 Residential Childcare qualification, in line with the children home regulations, this course must be completed with two years of initial employment in residential childcare. This approach ensures that staff have constant support and guidance while completing their qualifications, the course can be adapted to include optional units to make the course more specific to individual homes based on the placement profile, this includes topics such as supporting children with preparing for independence, working with children with learning disabilities or working with children involved in the youth justice system.

Staffing Structure



Residential Children's Worker
Daniel Jones

Residential Children's Worker
James Brassington

Bank Children's Worker
Georgina Houghton

We at The Elms will provide the children with twenty-four-hour support seven days a week, with an average staffing ration of 2:4 however this may change depending on the needs of the children. The staff team will work a range of shifts as deemed appropriate for the safe running of home. This will always include two members of staff sleeping in the home overnight. Shift patterns may vary depending on the operational demands of The Elms.

Electronic Monitoring

The opening of external doors is monitored electronically; this is to alert staff of the movements of a child when their external doors are opened during the evening hours. This is monitored via electronic panel located in the staff office. It is noted that the child's movements are not restricted in any way and staff will record any circumstances where support has been required during the night. The home care team will enable the system between the hours of 23:00 - 07:00 hours, dependent on our children's risk assessments:

- The system aids and promotes the well-being and welfare of our children within the home by ensuring that staff are available to assist them during the night time period.
- The indicator does not restrict or record movement of the child at any time.
- It is crucial that staff always respect the legitimate privacy and dignity of our children, recognizing the boundaries of confidentiality and professionalism.
- Upon admission the child, placing authority, parents/carers, social worker, and IRO are notified of the indicator system and consent is sought from the child's and social worker.
- The indicator alerts staff when a bedroom door is opened; providing them with an opportunity to offer support to that child if required; any inappropriate behaviour would be challenged accordingly.

Staff are made fully aware that the indicator is solely for the purposes of alerting them to the movement of children during the night and what level of intervention they should offer individual children dependent on their risk assessment, individual needs and care plans.

Date reviewed	Amendments Made	Sent to Ofsted
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29.08.25	Staffing	02.05.25
31.07.25	No amendments	
31.08.25	Staffing	01.09.25
29.09.25	Staffing	29.09.25
13.10.25	Staffing updated	13.10.25
04.11.25	Staffing updated and sent to Ofsted	04.11.25
12.11.25	Staffing updated	12.11.25
30.12.25	Staffing/ qualifications update	30.12.25
16.02.26	Staffing updated & sent to Ofsted	16.02.26
01.04.26	Unqualified CPI support and guidance	01.04.26
15.05.26	Managers review	
18.06.26	Staffing / staffing levels at Cedars	18.05.26