

# Care Management Plan

**Proposed Use:** Residential Dwelling (Use Class C3) to Residential Care Home (Use Class C2)

**Address:** 166 Woodrow Avenue, Hayes, UB4 8QR

**Prepared on behalf of:** Family First Care Ltd

**Local Planning Authority:** London Borough of Hillingdon

Prepared by:

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## 1.0 Overview of the Home and Ethos

Family First Care Ltd proposes to operate a small, Ofsted-registered children's home at 166 Woodrow Avenue providing residential care for up to two children aged under 18 with Emotional and Behavioural Difficulties and aspects of Learning Disabilities.

The home will operate in full compliance with the Children's Homes (England) Regulations 2015 and associated Quality Standards.

The ethos of the home is to provide a stable, structured and nurturing family-style environment that promotes emotional regulation, resilience, independence and positive long-term outcomes.

The scale of the provision is deliberately small. A two-bed home enables high levels of supervision, personalised care planning and placement stability.

## 2.0 Staffing Structure and Operational Management

The home will operate under the leadership of a Registered Manager supported by a Deputy Manager and a team of Residential Support Workers.

### 2.1 Management Structure

The Registered Manager will oversee day-to-day compliance, safeguarding and quality assurance.

The Registered Manager and Deputy Manager will operate standard weekday hours, Monday to Friday, 9am to 5pm, with on-call arrangements in place outside of those hours.

A Responsible Individual will provide governance oversight in line with Ofsted requirements.

### 2.2 Staffing Ratios

Staffing levels will vary depending on the needs and risk assessments of the children placed.

As a minimum:

- 24-hour care will be provided
- Staff will operate on 24 to 48 hour shifts to reduce turnover
- Sleep-in arrangements will take place within a designated ground floor office

The small size of the home allows for responsive staffing increases where required based on individual care plans.

### **2.3 Shift Patterns**

Extended 24 to 48 hour shifts are proposed. This reduces:

- Staff turnover
- Vehicle movements
- Disruption to neighbours
- Inconsistency of care

This model supports both safeguarding and residential amenity.

## **3.0 Placement Matching and Admissions**

All placements will undergo a structured referral and matching process.

Prior to admission:

- Full referral documentation will be reviewed
- Risk assessments will be undertaken
- Compatibility with existing resident will be assessed
- Locality risk assessment will be completed

The home will primarily provide mid to long-term placements to promote stability.

Emergency placements will only be accepted where risk, staffing and compatibility allow.

The two-bed model ensures that children placed are appropriately matched and supported.

## **4.0 Care Planning and Key Working**

Each child will have an individualised Care Plan developed in collaboration with:

- The placing authority
- Social worker
- Education providers
- Health professionals

Each resident will be allocated a Key Worker responsible for:

- Weekly one-to-one sessions
- Emotional support
- Behavioural development
- Life skills coaching
- Advocacy at review meetings

Care plans will be reviewed regularly to ensure progress and address emerging needs.

## **5.0 Education and Development**

The home is not an educational establishment but will work closely with:

- Virtual Schools
- Local education providers
- Alternative provision where required

Staff will support:

- School attendance
- Homework routines
- Online learning where applicable
- Educational reviews

Children will have designated study space within the home.

The aim is to promote educational stability and attainment.

## **6.0 Safeguarding and Risk Management**

Safeguarding is central to the operation of the home.

All staff will undergo:

- Enhanced DBS checks
- Safeguarding training
- Behaviour management training
- De-escalation training
- First Aid training

Clear procedures will be in place for:

- Missing from home incidents
- Behavioural escalation
- Police liaison where required
- Regulation 40 notifications

The home will follow the Philomena Protocol where applicable.

All incidents will be recorded and reviewed by senior management.

## **7.0 Behaviour Management Approach**

The home will adopt a trauma-informed, structured and consistent approach to behaviour management.

Intervention strategies will focus on:

- Early de-escalation
- Emotional containment
- Clear boundaries
- Restorative practice

Restrictive physical intervention will only be used as a last resort and in accordance with accredited training and regulatory standards.

The small scale of the home significantly reduces the likelihood of peer group conflict.

## **8.0 Health and Wellbeing**

Children will be registered with:

- Local GP
- Dentist
- Optician

Referrals will be made to CAMHS or other therapeutic services where required.

Staff will promote:

- Healthy routines
- Structured daily activities
- Outdoor exercise
- Nutritional wellbeing

Health appointments and reviews will be monitored by management.

## **9.0 Impact on the Local Area**

The home is designed to operate in a manner comparable to a typical family dwelling.

Key factors include:

- Only two resident children
- Structured daily routines
- Supervised outdoor activity
- Minimal visitor numbers
- On-site parking provision
- Extended shift patterns reducing vehicle movement

There are no external alterations and no signage.

The operational footprint is modest and proportionate.

## **10.0 Quality Assurance and Oversight**

The Responsible Individual will undertake monthly monitoring visits in accordance with Regulation 44.

Internal audits will review:

- Incident logs
- Safeguarding compliance
- Staff performance
- Care outcomes
- Community feedback

Feedback will be sought from residents and professionals to inform service improvement.

## **11.0 Conclusion**

The proposed children's home at 166 Woodrow Avenue will operate as a small, highly structured, professionally managed care setting.

The two-bed scale allows for:

- Individualised support
- Reduced operational intensity
- Strong safeguarding oversight
- Minimal impact on neighbouring amenity

The Care Management Plan demonstrates that the proposal is responsibly designed, proportionate in scale and consistent with both regulatory and planning expectations.