

Operational Management Plan

66 Weymouth Road Hayes UB4 8NG

Planning application 48363 APP 2026 1427

Purpose and scope

Rising Paths Children's Homes proposes to operate the property as an Ofsted regulated children's home in Use Class C2. The home will provide stable residential care and continuous supervision for no more than two children aged 8 to 17.

Occupancy and placement matching

Each child will have a separate bedroom and share the normal living, dining, kitchen and garden areas. Placements will be accepted only after assessment of compatibility, safeguarding risks, education arrangements and the effect of the placement on the existing child and neighbourhood. The property will not be emergency, temporary or high turnover accommodation.

Staffing model

Period	Normal staffing	Hours	Additional presence
Day	Two residential childcare staff	7.00am–7.00pm	Home Manager during weekday office hours.
Night	Two waking night staff	7.00pm–7.00am	Additional support only where a care plan, risk assessment or emergency requires it.
Morning overlap	Four shift staff	6.45am–7.00am	Quiet handover inside the property.
Evening overlap	Four shift staff	6.45pm–7.00pm	Quiet handover inside the property.

A separate staff sleep in room is available for operational flexibility, but the normal night arrangement is two waking night staff. The Home Manager will oversee safeguarding, staff supervision, quality assurance, regulatory compliance, complaints and liaison with placing authorities.

Handovers

There will be two handover periods each day, one before each shift change. Each will last no more than 15 minutes and will take place inside the separate staff office. Staff will exchange essential information about wellbeing, education, appointments, safeguarding, medication and daily routines. Staff will arrive and leave quietly and will not gather outside.

Separate staff office

The office is a separate dedicated room shown on the revised floor plan. It is not located within the living room. The room will be used for confidential records, care planning, professional calls, reports, handovers and management work. Records will be secured in accordance with data protection and safeguarding requirements.

Daily routine and activities

The home will follow a structured household routine based on each child's care and education plan. Weekdays will normally include school or virtual education, meals, homework, appointments, recreation and settled evening routines. Community based activities may include parks, libraries, leisure facilities, shopping and cultural visits.

Activities at the property will be ordinary low impact residential activities such as reading, homework, board games, arts and crafts, cooking and watching television. Garden use will be supervised and generally limited to reasonable daytime and early evening hours.

Travel and parking management

- Shift staff will not drive to work and will use walking, cycling, public transport or other non car arrangements.
- The Home Manager is the only routine staff member permitted to drive to work.
- Two off street parking spaces will be retained.
- The children may share one pre-booked Uber for school where required. No SEN transport is proposed.
- Taxi waiting and idling will be avoided.
- Professional visits will be coordinated so that parking demand remains within the site.

Visitors

The normal planned professional attendance will be one social worker visit per week and one Regulation 44 independent visit per month. Ofsted inspections and any health, education or reviewing officer visits will be infrequent and need based. Virtual or off site meetings will be used where appropriate. Family contact will be arranged through the child's care plan and may take place away from the home.

Deliveries and refuse

Deliveries will be limited to ordinary household groceries, parcels and maintenance requirements. No commercial supply chain is required. Refuse and recycling will use Hillingdon's normal household collection service, without additional trade waste movements.

Residential amenity controls

- Children will be supervised in accordance with their care plans and risk assessments.
- No loitering by staff, residents or visitors will be permitted outside the property.
- External activity will be supervised and moved indoors if noise becomes excessive.
- Music, television and electronic devices will be kept at reasonable residential levels.
- Professional visits and maintenance will normally be arranged during daytime hours.
- Staff, visitors and taxis will not idle engines, sound horns or obstruct neighbouring access.

Neighbour concerns and review

Neighbours will be provided with management contact details. Any concern will be logged with its date, time, nature, investigation, action and outcome. Urgent disturbance will be addressed immediately. The Home Manager will review patterns of concern and amend routines, supervision or individual risk management where necessary.

Operational commitments

The maximum occupancy, staffing, shift times, handover periods, no driving to work policy, separate office and visitor controls in this plan are the basis on which the transport and amenity effects have been assessed. Any material operational change will be reviewed against planning and regulatory requirements before implementation.