

Care and Supervision on a 2:1 Staff Ratio for Children and Young People

Relevant Legislation

- Care Standards Act 2000
- Care Act 2014
- Social Services and Well-being (Wales) Act 2014
- The Children's Homes (England) Regulations 2015
- Regulated Services (Service Providers and Responsible Individuals) (Wales) Regulations 2017

Relevant Policies:

- Sleeping in, Waking Nights and Night Care Responsibilities Policy
- Absent, Missing Children and Young People Policy
- Managing Behaviour Policy
- Staff Child Relationships, Physical Contact and Intimate Care
- Violence at Work
- Incidents, general

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1. Introduction

While our model will usually require 1:1 staffing, we recognise that there are times when additional support is necessary. This is typically for a period following admission to assist with stabilising a placement. There are also circumstances, such as at times of significantly increased risk, where agreement may be sought from the Placing Authority to increase staffing levels for an agreed period while we re-establish stability.

2:1 will be agreed in line with the agreed Individual Placement Agreement (IPA) and associated Care Plan and/or Provider Assessment (Wales). The agreement will be for the commissioning of two members of staff, exclusive of the registered care home manager, to synonymously look after the child or young person whilst in our care.

2. Oversight and Support of Staffing Arrangements

- Agreed staffing levels will be described in the young person's Provider Assessment (Wales) and Care Plan on admission. This information and the plan to progress towards 1:1 staffing will be described in the young person's Personal Plan.
- The carer ratio at 2:1 is agreed with the local authority, as part of the IPA and is held under review on a rolling basis. The review responsibility is held between the registered home manager and the placing social worker. Care arrangements for 2:1 staffing are informed by risk management, risk assessment and considered risk reduction factors.
- The registered care manager and/or deputy care manager are expected to be available on-site or on call to the home at all times. The on call manager system is available out of hours.
- Regional Managers are assigned to each home, with responsibility for directly supervising and line managing the registered home manager. Direct access to the senior management team is available at all times and includes a robust out of hours on call system.
- If the home has a deputy care manager assigned they will also be available on-site or on-call during business hours, providing they are not working direct shifts with the young people as part of the rota.
- The commissioning of waking night carers for duty is negotiable by separate arrangement in discussion with the commissioning authority and placing social worker and identified in the IPA and in the young person's placement plan, the additional fees agreed and invoiced as per the requirements.

3. Duties and Responsibilities

- Where 2:1 staffing has been introduced to an existing placement, the young person should know at least one of the carers on duty with them.
- Our expectation is that one carer will have sight of, or know exactly where the young person is at all times during the day. Carers will naturally take comfort breaks, prepare a meal (in close proximity), take or make urgent and important phone calls, but one carer will always be immediately available to the young person. Carers will undertake a room search with a manager, deputy or colleague if there are imminent safeguarding concerns.

- During car journeys, and any additional travel requirements, two carers are expected to travel with the young person. If the situation may require physical intervention during transportation, and whilst on 2:1 staffing, a third carer from the school or additional team would support on an ad hoc basis without further cost to the Local Authority. The safety of the child, carers and general public is paramount.
- During education or therapy sessions the 2:1 staffing level maybe varied to support the activity or planned session. A clear risk assessment will be agreed with the supporting provision.
- If a carer is hurt in an incident or an allegation is made necessitating immediate safeguarding decisions (whilst awaiting support via a home manager or on call manager) it may be necessary to temporarily reduce the staffing to support the situation. This will be risk managed in direct consultation with the home/on call manager and social worker/EDT.

4. Caring for a Child at Night

- Two carers will remain in close proximity to the child until they settle to bed. Bedtime routines and night care preferences will be described in a young person's Personal Plan. Carers should be familiar with their needs and wishes. These may include a carer reading to or with the child, or sitting close to them until they are settled down for the evening. The second carer should be within earshot and prepared for the need to assist. An agreed 2:1 staff ratio does not include the provision of waking night carers.

5. Waking Night Duty

- Please refer to the Sleeping In, Walking Nights and Night Care Responsibilities Policy for waking nights duties and responsibilities.
- Bryn Melyn Care would not expect waking night carers to work during the day. This is to ensure the physical and emotional safety and care of the child during the day, with carers who are physically and emotionally available to the young person.
- Staffing ratios are reviewed and agreed in conjunction with the local authority, social worker and the home manager and changes clearly documented in the young person's Personal Plan.

Revision History

Date last updated: May 2020

Date of next review: May 2021

Date of release: December 2018

End