The Cottage
Statement of Purpose

Date 01.09.2026 V1

This document is a reflection on how we deliver a homely and supportive service in line with the requirements of The Children Act 1989 (and subsequent amendments), The Children's Homes Regulations 2015 and the Quality Standards for Children's Homes.

Registered Provider:
Mythos Care Ltd
1 Mendip Close, L26 6XL
Email:
Tel:

Company Number: 17287957
URN:

Mythos Care Ltd was formed in 2026. Mythos Care Ltd is a committed and passionate company dedicated to improving the lives, aspirations, experiences, and outcomes of children who care for.

Mythos Care Ltd senior leaders have experience from working in various social care settings bringing knowledge, passion, and experience to support children in various care settings to achieve positive outcomes.

Mythos's primary focus is ensuring every child lives, grows, and thrives in an environment where they are understood, nurtured, valued, supported, developed, and feel stable and safe.

The Cottage is our first children's home, and we are enthusiastic for this home to be representative of our ethos and core values. Every child who comes to live at The Cottage will receive the environment, care and nurture that would be expected of our own children.

Children will be supported to have fun, play, grow and learn. We are passionate for children to explore their own uniqueness, develop hobbies, interests, life skills, resilience and independence supporting their transition into adulthood.

Our promise to children

- You will live in a safe therapeutic home supported by safe nurturing adults.
- Your best interests are unconditionally our priority without exception
- You will be listened to, valued and respected
- You will have fun, meaningful enjoyable activities and positive experiences.
- You will be supported to understand how to keep yourself safe
- You will be supported to achieve in all areas of your life.
- You will be supported to grow and learn supporting your transition into adulthood.

Purpose and Ethos of the Home	• Ethos and Outcomes • Range of needs • Admission process
The Cottage	• Description of accommodation • Description of location • Access to Policies and procedures for the home
Views Wishes and feelings	• Consultation • Anti-discriminatory practice • Arrangements for supporting cultural, religious, and linguistic needs of children. • Complaints
Education	• Arrangements for children to attend local schools. • Promotion of educational achievement
Enjoyment and Achievement	• Activities • Direct Work
Health and wellbeing	• Universal Health Needs • Therapy
Positive relationships	• Arrangement for children, friends, and families
Protection of children	• Monitoring and surveillance • Behaviour support • Physical Intervention • Staff Training
Leadership and Management	• Registered Provider • Responsible Individual • Registered Manager • Staff List • Staff structure

	• Supervision

Mission Statement

"Our purpose is to encourage children to rewrite their story and build emotional resilience to thrive".

Our Ethos

- We are a dedicated and committed nurturing therapeutic residential service.
- We have high expectations and aspirations for children to achieve their full potential.
- We will empower children to have a voice to reach the destination of their dreams.
- We always look for service improvements and strive for excellence

Our Core Values

Motivated

We will always remain motivated to support children's journeys adopting the right support at the right time.

Young People

We will always support children and young people to develop their own interests, hobbies and always hold high aspirations for their future. We will provide them with lifelong positive experiences and memories.

Tenacious

We have high expectations for our workforce to be tenacious with the consistent passion and support for children in order to strive for excellence.

Harmony

We treat each other with kindness and respect. We work together, listen to each other and help make our home a calm and happy place for all who live and work here.

Optimism

We approach each day as a new beginning, filled with hope and possibility. We believe in every child's potential and support them to see their strengths, embrace new opportunities, and believe in a brighter future.

Stability

We support children unconditionally with compassion at the heart of all our work providing stability and resilience in the journey to independence.

Purpose and Ethos of the Home:

Children's best interests are our priority and the focus of everything we do and every decision we make. Children who live at The Cottage deserve to live in an environment where they are viewed as unique individuals who have experienced adversity. Staff at the home have the skills and experience to support children to flourish. Staff will attune to children and provide secure attachment relationships to allow them to keep children safe and develop pro-social behaviour allowing a successful transition into adulthood.

The Cottage aims to ensure children

- Develop their own identity
- Realise their potential
- Engage with the world around them
- Acquire valuable life skills
- Maintain meaningful attachments

Range of needs:

The Cottage is a warm, safe and nurturing home for up to three of any gender including children across a spectrum of identities between the ages of 4 to 17 that are diagnosed with Emotional Behavioural Difficulties (EBD) Learning Difficulties (LD), Autism Spectrum Disorder (ASD).

Our mission is to not only meet the needs of all children placed within our home but to exceed expected outcomes and individualised targets.

Careful consideration has been taken to ensure The Cottage feels like a 'home away from home' for all, irrespective of gender, background, culture, and religion. Our friendly and child-centred adults provide high-quality and bespoke care to those classed as the most vulnerable in our society.

We acknowledge that cared-for children are likely to have experienced adverse life experiences and trauma, therefore we have adopted a therapeutic model of parenting in line with PACE to support and nurture their development.

We can therefore adapt, not only our practice but our home environment to ensure each child meets their full potential and flourishes within our care. We have multiple rooms

which can be easily adaptable in line with the needs and behaviours of children living at the home.
The Cottage recognise that children may have experienced previous abuse, trauma, and neglect therefore some children may have developed vulnerabilities and maladaptive coping strategies that reflect additional risk. This may present as vulnerability to or experience of child exploitation, Substance misuse, Self-injurious behaviour, Attachment disorder, Violence, aggression, learning needs and developmental disorders or conditions.

The staff that work at the home will complete a range of training to ensure they can fully meet the needs of the children that will be place at The Cottage. Training will be provided in a mix of face to face and online and will be reviewed and adapted to the needs of the children that will be/are placed at the home. During the transition stage for any children that will be placed within the home, the training and knowledge of the staff team will be reviewed any identified gaps in training or knowledge will have planned training identified and planned within a responsible time frame to ensure that the staff team at The Cottage are able to meet the needs of Children with Learning difficulties.

Admission Process:

Mythos Ltd Referrals have a dedicated communications channel for children being considered for the home. Referrals can be sent to

The Registered Manager will review referrals for the home and if the Registered Manager deems the home can meet the child's needs and this is within the admission criteria outlined above, they will complete and return relevant documents to the placing authority.

The Registered Manager will then contact the child's social worker to complete an additional consultation and gather further information in order to complete the impact-matching risk assessment.

Information that will be requested includes:

Have the child's views, wishes, and feelings been sought in relation to a potential move to the home?

Have the views of parents, family members or guardians been sought if appropriate?

Additionally, has consideration been given to the location of the home and how important relationships will be promoted.?

Are any additional services required to support the child at the home, are these already in place?

Is an education in place for the child, if not have the Virtual School Head been contacted and what plans are in place to secure education?

The Registered Manager will make a professional judgement based on their knowledge of the children already placed in the home, their individual needs and risks and information provided by the placing authority social worker when considering matching.

In order to fully understand the implications of dynamics. The Registered Manager may request to contact previous placements, carers, school settings or other services for further information.

The Cottage advocates for as far as reasonably practical, positive planned transition for children into the home. Planned transitions provide the child with the opportunity to visit the premises and meet the staff team prior to admission. Planned transition enables the Registered Manager and Social Worker to ensure all relevant information is available prior to the arrival of the child. Timescales may be extended or condensed based on the needs and circumstances of the child to support a positive admission to the home.

Children moving into The Cottage will have a planning meeting to discuss the transition into the home. Planning meetings can be held virtually, at the home or offices of the Social Worker based on timescales and convenience. Planning meetings must have The Social Worker and Registered Manager and any other relevant person(s) for example school or previous carers.

The planning meeting will discuss the home with the child and relevant information provided by the home including the children's guide and complaints procedure. The Registered Manager and/or staff visit the child and introduce themselves. If possible, the arrangements for the child to visit The Cottage.

The planning meeting will discuss the relevant documentation that will be required upon admission and the expectations around this. The planning meeting will determine the important relationships for the child and arrangements for how these will be maintained. The planning meeting will confirm the education, health, care, and support plans for the child. The arrangements for the transition to The Cottage will be confirmed and the dates for 72 hours review meeting following the child moving into the home.

Admissions

We understand that the experience of moving homes can be difficult for children and will take every step to make the experience as positive and manageable as possible. When we have been able to visit the child or they have been to the home we will discuss with them what they would like to do on their first day, who they would like to be at the home and what their favourite meals are. We will always provide the child with a welcome gift to support the child's introduction into the home.

The Statutory 72 Review meeting will be expected to take place within 72 hours of a child's arrival. This should be attended by any relevant person or professional involved in the child's care. This meeting will outline clear plans, aims and objectives of the placement as well as identifying expectations and responsibilities placed on individuals.

Emergency Admissions

We prefer all children to have a well-planned admission and transition plan before moving into the home. We understand that there may be some exceptional circumstances where children need to be placed in an emergency. We will only consider emergency admissions to the home if it is in the best interests of the child and this decision will not have any detrimental impact on the care we can provide for this child. We would still expect to hold an in-depth discussion with the Social Worker to gain relevant information and for the statutory meeting to take place within 72 hours of admission.

In these circumstances, there may be occasions when the placement proves not to be suitable after the child has been admitted. Due to this, we would insist on a contingency plan during discussions with the Social Worker prior to the point of admission.

The Cottage

The Cottage is located in Halewood, Halewood is a town and civil parish in the Metropolitan Borough of Knowsley, Merseyside, near the city of Liverpool's southeastern boundary, bordered by the suburbs of Netherley, Hunt's Cross and Woolton. Historically part of Lancashire, Halewood was originally a small village but later developed into an overspill area of Liverpool.

The home is situated within a quiet residential area however has easy access to several towns, such as Netherley, Hunts Cross and Woolton. The Cottage is situated in a prime location within close proximity to local amenities, Schooling, Shops, Restaurants, Cinema, Places of Worship, Clubs, a Fitness Centre, and transport links. The home is located within the Metropolitan Borough of Knowsley.

The home is a large set back cottage and is detached from the other properties on the street, and the nearest neighboring property is set within its own grounds set away from the bungalows.

The property is similar in nature to other properties within the area but the home is not distinguishable as a Residential Children's Home. The manager has positive links with the local Missing from care coordinator, and the host authority MASH team and safeguarding partnerships through working with other homes within the local area, the Responsible Individual of the home has excellent knowledge of local links to support the children placed within the home.

The Cottage is decorated to a high standard throughout.

The home is always staffed 24 hours a day 7 days a week with on-call support from the management team. The home comprises of

- Lounge
- Kitchen
- Bathroom
- Child bedroom
- Staff bedroom and Office
- Garden area to the rear

The home has parking for company vehicles with an off-road driveway. Employees, visitors and other persons visiting the home will park off-site locally to prevent any potential parking issues in the community.

The building has no distinctive features which would highlight it as anything more than a private dwelling and part of the building is set back from the street to allow additional privacy.

Children's bedrooms are well furnished and all children living at the home will be encouraged and supported to decorate and personalise their bedrooms to match their individual preferences.

The Cottage has a local area risk assessment outlining any risks that link to contextual safeguarding, this is available on request. Additionally, all children will have individual risk assessments to minimise any risks from any external factors within the home's local area.

Policies for the home can be requested from the Registered Manager.

Complaints

The Cottage is committed to providing the highest levels of care, but there will be occasions when a child wishes to complain or is unhappy about a specific issue. We encourage children to raise any issues they might have, and as such make all children and their families aware of the complaint procedure. There may also be neighbours and members of the local community who feel they have cause for complaint on occasion.

We regularly invite children, their families/carers to tell us about any concerns they have on any aspect of their care, the home, the people who work there or to answer any questions they may have. We also have consultation with neighbours periodically and encourage them to express any concerns and give their views about the home.

These views are important to us and are one of the ways we will know if we are doing things right, wrong or have areas that need development. A child may want to make a point directly to the staff or social workers who they are seeing regularly, or they may want to talk to an independent person or advocate. This can be informally (to be dealt with as a

grumble), or formally (via use of the complaint procedure). It is important that children can do this and know where to go for help outside of the home.

Children who live at The Cottage are made aware they can contact their social worker who will listen to anything they do not like or are worried about. Young people will know how to get in touch with them and if this is at all difficult then the Manager will help to contact them in confidence.

If children want to make a point to the staff of the home, this can be done in a number of ways, including:

- The children verbally stating their complaint/writing a letter (staff will assist with this if required)
- Raising issues at children's meetings
- By attending a meeting or asking someone to speak for them
- By talking to the staff in the home, including their key worker
- By asking the Manager to come and talk to them
- By speaking to their advocate and asking them to act on their behalf
- By talking to their social worker or inspecting visitors to the house

How young people can complain:

- Speak to their key worker or another member of staff
- Ask the Manager, to sit down and talk with them
- Speak to the person responsible for Regulation 44 visits
- Speak to their advocate
- Phone or write to their social worker (staff will support with this if needed)
- Phone or write to Placing Authorities' complaints Officer (staff will support with this if needed)

Children will always be taken seriously and will also be supported to complain should they wish to do so regarding any aspect of their care (including services provided outside of the home). If a child is not satisfied with the outcome of their complaint, they can take their complaint further to Josh Keeley (Responsible Individual), who will register the complaint and ensure that it is investigated.

NAME
Responsible Individual
Contact Address: The Cottage
Email:

You can also inform Ofsted of your complaint, who will listen to you and help you with it.

OFSTED – 0300 123 1231
Ofsted
Piccadilly Gate
Store Street
Manchester
M1 2WD

For full further please refer to our complaint policy that can be requested from the management team

Anti-Discriminatory Practice/Valuing Diversity

The Cottage will promote equality of opportunity with due regard to gender, race, disability, age, religion/belief, or sexual orientation. We aim to promote within our core values and principles the belief that valuing diversity is central to providing a positive ethos and culture within the home. This will be achieved through:

- Maintaining and reviewing all relevant job description and job person specifications to ensure they clearly identify equality issues.

- Short listing of all applicants will be done against the criteria laid down in the person specification. All applicants with a disability who meet the person specification will be given an interview.

- Robust recruitment and selection processes that will test the applicant's commitment to and understanding of equality issues.

- Ensuring staff induction processes provide them with awareness of different forms and levels of discrimination and practice.

- Creating an environment which positively encourages young people/ Children and staff to challenge all forms of prejudice and raise their concerns in relation to issues of equality.

- Equalities issue will be regarded as a live issue and will be discussed regularly at team meeting and Children's meetings.

- Ensuring the service reflects a positive diversity of images that strengthen and nurture the identity of young people/children and assists them to value diversity.

- To ascertain the young people's ethnicity, religion, language and other social identities and actively seek opportunities for them to meet their needs and become part of the wider community.

- The environment facilitates staff and young people in raising concerns about the practice relating to equalities issues.

Views Wishes and Feelings

We hold a strong ethos of supporting children being involved in all areas of their lives promoting their voice We feel it is imperative that the child is involved in making The Cottage their home. We promote children to share their views, wishes and feelings regarding the décor of the home and how they personalise their bedroom. This encourages a sense of belonging and ownership.
Children should be loved, happy, healthy, safe from harm and able to develop, thrive and fulfil their potential. We value and nurture each child as an individual with talents, strengths and capabilities that can develop over time.
The Cottage will develop strong therapeutic positive relationships with children encouraging strong bonds between children and adults in the home based on jointly undertaken activities, shared daily life, domestic and non-domestic routines, and established boundaries of acceptable behaviour.
Daily living experiences and activities are meaningful and memorable and are designed to meet the needs of individual children in areas that are personal to them.
Arrangements for supporting cultural, linguistic and religious needs.
The home will support children's cultural, religious/spiritual needs. We will ask young people, their family, previous carers and social workers about their culture, beliefs and religion.
Young people will be supported to explore their culture and religious beliefs. They will be encouraged to be proud of who they are, whilst also being respectful of others cultural and religious beliefs. Staff will help them to get advice, information and any practical support that they need.
Staff will be positive in their attitude and the way we speak about all children, whatever their identity and choices/religious observations. We expect all young people in the home to do the same and will challenge negative attitudes or behaviour. We will not discriminate against young people or their families/friends.
Arrangements for dietary requirements of children, which are aligned with religion and culture will be made. We will respect fasting, worship and observances a child wishes to adhere to, and we will support cultural diversity by building links within the community which enable young people to participate in their chosen faith or belief. We consider each Child's identity needs to be as important as their other needs for education and health.
Where English is not the first language of a child or their families (where appropriate), arrangements can be made for documents to be translated to aid understanding of the services provided. This may include the home Statement of Purpose and Children's Guide (for example).

Education

Education is a high priority for all children. The Cottage will work with the local authority and education authorities to promote and support the delivery of an educational package within an identified educational setting. We will ensure children's PEP Personal Education Plans and EHCP Education Health and Care Plans are reviewed and consistent with the needs of the child with a named provision to meet the education needs of the child.

Staff are expected to help and support with the completion of homework in an appropriate environment to aid learning. Homework (when provided) is a priority, and evening activities will be organised around its completion.

Staff will assist the children with preparation for the next day. Children should be encouraged to refer to the timetable to ensure all needs are met before bedtime, e.g. appropriate clothing for activities, trainers etc.

In-house education can be supported in house whilst education arrangements are being confirmed. This is only used as a short-term plan. The cost of this will be met by the Placing Local Authority. Education will also be provided when children are re integrating back into a full timetable, have been excluded, or when declining to attend. Again, any costs will be met by the Placing Local Authority.

Each child's Personal Education Plan will be reflected within the homes Educations and Care Plans. All children will be encouraged to become members of the local library and have access to computers and internet access. Days out and Activities will be paired with educational enrichments and the home will provide materials such as reading books, workbooks, games, and puzzles.

We provide a therapeutic trauma informed home for children who may have experienced varying degrees of adversity, trauma, adverse childhood experiences. Children in our home may have additional complexities, additional needs, special educational needs, neurodevelopment disorders and other neurological needs.

We understand the impact of adverse experiences, complex needs, risks, vulnerabilities and overall complexity of children will require an individualised, bespoke and child centred approach to assessing, implementing and evaluating levels of independence and life skills in preparation for adult life.

We will work with relevant services, support networks, professional networks and our care team at the home to provide a holistic well understood and effective approach to support children to develop resilience and life skills for adulthood.

Education, attainment and development of life skills and independence is a focus for The Cottage. All children living at the home will have bespoke, individualised and child centred educational arrangements in place to meet their special educational needs. Children's progress will be assessed, monitored and regularly reviewed to ensure this is effective,

progressing and achieving the best possible outcome for the child. All children will have regular PEP meetings, EHC reviews and IEP's individual education plans that are in line with the child's SEN needs. Children's EHC plans will have clear understanding of their specific SEN need in Section B (SEND NEEDS) with well-considered and agreed outcomes within Section E (OUTCOMES). The provisions, resources and support require to meet the child needs will be noted in Section F (PROVISION) with an approved named educational setting or school in Section I (NAME EDUCATION SETTING) The Cottage will hold the SEN Team and placing LA to account to ensure the statutory assessment and implementation of the EHC plan meets all the requirements under the SEN Code of Practice 2015 including EHC plans being reviewed at least annually and for any child under the age of 5 every 6 months.

The Cottage will ensure the SEN Team and LA comply with regulation 12(3), and paragraph 9.63 of the SEN Code of Practice 2015 that states that where the child or young person is in or beyond Year 9, the EHC plan must also include the provision required by the child or young person to assist in preparation for adulthood and independent living, for example, support for finding employment, housing or for participation in society.

Enjoyment and Achievement

The daily living experience of the children will be structured and varied providing stimulating opportunities for social, intellectual, vocational and personal enrichment. They will be encouraged to utilise local community services that cater for the needs of children.

The level of supervision required would be subject to on-going assessment of risk and consultation. Emphasis is placed upon maintaining a normalised experience. Children will be encouraged to invest in their living environment, personalising aspects of it and contributing towards engagement and achievement.

Children are encouraged and supported to have Individual activity plans that reflect the needs and choices of the children incorporating periods when they are encouraged to pursue their own interests.

The children at the home are encouraged and given opportunities to take part in a range of activities both within the home and in the community. Birthdays, name days, cultural and religious festivals will be celebrated where appropriate, themed nights will be organised, and the children will help in the planning. Staff actively encourage family involvement on all occasions planned. The child, where able, is encouraged to participate with staff in planning these events.

In the early stages of a child's stay, activities will be based around what they like to do and in what they have been successful in. Any special interests will be catered for especially if these have been a feature in their lives prior to admission.

As the placement develops, the children will be encouraged to undertake new, different and challenging pursuits in order to extend their skills and experiences and to give them confidence to try new things in all aspects of their life.

Activities will consider the safety of children, staff and the public. All activities will be risk assessed, recorded, and evaluated, and amended or discontinued as required. Persons holding the relevant qualification to supervise children's involvement in the activity concerned will supervise any high-risk activity provided or arranged for the children.

Health and Wellbeing

Children placed at The Cottage will be registered with GP, dental and optician services within appropriate time frames and will be supported to access these services to ensure their health and well-being needs are highlighted and met. Each Child will have an individualised health care plan in place that will enable staff to track and address any concerns in terms of a child's health and well-being. The importance of health and well-being will also be part of the key working processes within the home, with areas such as risk-taking behaviours, healthy lifestyles, sexual health and contraception, and personal hygiene and care being discussed.

Each child will be encouraged to participate in the completion of weekly meal and activity planners to promote an active and healthy lifestyle. Children will also be encouraged to become actively involved in the preparation of meals for the home to allow them to develop an understanding around nutrition and the skills necessary to prepare healthy meals for themselves in later life.

The team at The Cottage are keen the promote the importance of all aspects of well-being to the children living at the home. Any additional therapeutic interventions that are deemed pertinent to the children, such as CAMHS, will be sourced by staff and the children will be encouraged and supported to engage actively with such services. Within the home, an ethos of non-judgemental and open discourse will be maintained by all staff to provide the children with a secure environment in which to raise and discuss any concerns they may have. Social, emotional and mental health will also form part of the key working processes within the home, with staff working to build on the self-esteem, self-worth and resilience of the children at the home.

Our effectiveness of meeting children's health need, clinical needs and therapy is determined by the effectiveness of supporting services, we will keep under review the ability, progress and outcomes for children's health needs. In the event of their being shortfalls or ineffective practice we will take swift action and review these arrangements which may include accessing other health services or other identified measures.

Positive Relationships

The Cottage is child-centred and focusing on children's individual needs, interests, and skills. We will ensure all children experience a safe, nurturing, and valuing environment, boundaries and structured care; delivered by qualified, skilled practitioners that can provide close supervision.

We are committed to providing a safe, nurturing, yet stimulating environment in which children of all ages, who have previously experienced emotional pain, social and academic failure and rejection, can stabilise their behaviour.
Opportunities for each child to learn to grow and make informed choices about their future, whilst offering an environment in which they can take time to repair and move forward from bad experiences in their life.
We believe that children respond best and can reach their full potential when they are looked after in an environment in which people are genuinely interested in their welfare, take time to get to know them and their needs and ensure that those needs are met. This means children and children are made to feel special, cared for and worthwhile and can enjoy and benefit from their education and experience of being looked after. We believe in putting children and children at the centre of everything that we do.
We will provide a homely environment for children which is pleasant and comfortable in which they can feel welcome and accepted. We understand that children with behavioural, emotional, and social difficulties respond best to calm, orderly and consistent care routines and will ensure that these are established and maintained. All staff will receive appropriate training and support to ensure that they are in touch with the needs of the children we care for and have the necessary skills to meet those needs. Children can learn that mistakes can be rectified, and people can forgive. It also allows people to focus on positive actions where boundaries are debated and reinforced in a non-punitive manner rather than dwell on the negative reactions. Structures such as placement planning.

Parental Involvement.

Maintaining family contact, improving relationships, and sustaining contact with their communities are vital in providing effective interventions with young people. Parental involvement (unless specified within a Children's Care Plan) will be strongly encouraged within The Cottage. This will involve:

- Regular communication; parents /carers will receive a weekly update with regard to their child
- Parents/carers will receive a monthly report which will outline their child's progress.
- Any concerns for the child's safety will be reported to parents/carers as soon as is practically possible.
- Parents/carers will be invited to the home to see the child as frequently as possible.
- Parents/carers will be asked to attend all appropriate medical, school appointments in relation to their child along with the key worker if the is appropriate for the child.
- Parents/carers will be encouraged to attend Core groups and Statutory Reviews. In situations where they are unable to attend, they will be informed of the outcome.

- Where contact is occurring staff will request feedback as to how the contact visit has progressed. Staff will provide advice and support during such visits.

Parental Consultation

Parents will be involved in the Annual Review of the Home and will be asked for feedback about their views and opinion as to how the placement has progressed.

Contact with Family and Friends

Staff at The Cottage value the importance of young people maintaining family relationships and social networks from their communities of origin. Young people will be actively encouraged to maintain contact with their family and friends unless this has been specified within the children's care plan.

Members of a child's family and their friends will be encouraged to visit the Home. However, staff would appreciate a degree of notice for a room to be made available to ensure that any visits can be as private as possible. There may be individual circumstances when this may not be possible, and other factors will influence contact such as a child's legal status or child protection issues. In these circumstances, contact will be arranged via statutory reviews and core groups.

There may be occasions when visits may be inconvenient, or the behaviour of visitors is unacceptable. Staff will advise young people that these visits will not continue and may need to be re-arranged. Refreshments will be available should they be required during the visit.

Writing materials can be made available should a child wish to keep in contact with family or friends by letter. Staff will provide assistance if required.

The Cottage has a cordless telephone available for the young people to contact their family and friends. The phone is cordless which ensures that the young people can have privacy when taking and make calls.

Protection of Children

Door Monitoring Systems

The Cottage is responsible for protecting children from any risk of harm. The Cottage is committed to keeping children safe whilst also maintaining their privacy and dignity.

The Cottage may need to use monitoring systems in the home. Monitoring system's solo purpose is to safeguard children living in the home. An example of this may be a child who is a risk of becoming missing from home and the monitoring system would alert staff a child has entered or left the home.

The Cottage will monitor the entrance, exit and bedroom doors with a door alarm system to alert staff of movement and staff respond accordingly to door alarm alerts. Alarm monitoring

systems are fitted to the front and back doors of the home to ensure that children are safeguarded, and that staff are alerted should children leave the home without authorisation.

Unless it is deemed appropriate, children will not have activated alarms on the doors to their bedrooms in order to allow them freedom of movement around the home. Where it is deemed appropriate and necessary for the children to have an active door alarm on their bedroom door this will be agreed with the social worker.

The use of monitoring will be in line with the requirements under children home regulation 21 C (4) Privacy measures to protect a child or young person living at the home and regulation 24 (A) monitoring in the home for the purpose of safeguarding children or young people living at the home.

Prior to the use of any monitoring consent will be obtained from the child's placing authority and other delegated persons with responsibility if required. The use of any monitoring including the use of door alarms will be reviewed and will only remain in place where there is a risk of harm, and this is a suitable control measure to mitigate or manage risk.
Freedom of movement in and out of the home will be individualised to each child and will be agreed with relevant professionals, taking into account the views, wishes and feelings of the children themselves, and will be fully risk assessed to allow children independence whilst ensuring the are effectively safeguarded.
For full further please refer to our Safeguarding policy that can be requested from the management team

Doorbell & CCTV
The Cottage like most modern homes has ring video doorbells at the front of each of the properties. Video doorbells/CCTV will never be used to monitor children, young people, staff or visitors entering or leaving the home. The sole purpose is for crime prevention and the safety of children and employees.
Health Monitoring Equipment
There may be a need to use health monitoring equipment within the home to ensure the health needs of the children placed at The Cottage are met. This may include having CCTV in the child's bedroom in place for a child with epilepsy or other health needs, this can provide critical real-time monitoring, ensuring their safety and well-being. Seizures can occur unexpectedly, and CCTV allows the staff team to quickly identify when a seizure happens, even if the child is alone in their bedroom. This helps with rapid response, ensuring immediate medical attention or assistance if needed. This may also include wearable seizure alarms or bed monitors. The home will seek consent from parents or social workers to have this equipment in place and risk assessments will be in place around what the use of this equipment would look like.
Online Monitoring & Filter Systems

The Cottage is responsible for protecting children from being at risk of child criminal exploration, child sexual exploitation, radicalisation, cyber bullying and abuse online. The Cottage will use online filtering systems to prevent children access to adult material and

inappropriate material that poses a risk of harm to children. We will take appropriate steps to make sure safety is paramount including direct work with children to educate them on the risks of accessing inappropriate material and the risk of exploitation online.
Each child will have an individualised Missing from Care Protocol in place, which will be kept under regular review, to ensure staff are able to safeguard each Child should they become Missing from Care. All instances of a Child becoming Missing will be fully documented and reported to relevant individuals within appropriate time frames. Safe and well checks will be completed, medical appointments made if necessary and key working sessions completed with the child with the aim of identifying their reason for becoming Missing and with the hope of eliminating future incidents of this.
Daily monitoring documentation will be completed for each child to allow staff to identify and address any additional support required and to track and celebrate the children's progress and achievements. This documentation will be completed and stored in line with Data Protection and GDPR legislation as well as Mythos Ltd policies and procedures. Children will be able to request access to their documentation at any time during their placement to ensure transparency and to engender a sense of security.

For full further please refer to our Monitoring and CCTV policy that can be requested from the management team
Children will be supported on a two to one or one to one basis both within the home and the wider community unless specific arrangements are agreed upon with the child's social work team.

All staff will undergo mandatory safeguarding training as part of their induction to the home and staffing levels will be maintained to effectively and safely care for the children at The Cottage. Impact matching risk assessment will be utilised for each child entering the home to ensure that their needs can be met, and that children have a positive rather than negative effect on each other.

Each child will have an individualised Behaviour Support Plan constructed upon entering The Cottage based on their referral documentation. These plans will be reviewed on a monthly, as well as ad hoc, basis and all children will be encouraged and supported to input into their own plan. These plans will outline known behaviours, indicators of support being required and strategies that can be applied consistently across the staff team for each Child. The home will also use a consistent rewards and consequences policy to help children to understand which behaviours are appropriate and to teach them about consequences to their actions.
The focus of this policy will be to highlight and celebrate positive choices and behaviours and will not be applied in an unnecessarily punitive manner.
Physical intervention and physical restraint will only be utilised when such strategies have been correctly employed and proved unsuccessful, and when it is deemed necessary and appropriate to ensure safeguarding.
Any restraints utilised will be proportionate, for the shortest possible duration and of the least restrictive nature. Restraints will be fully and transparently documented and investigated, with debriefs being held with all individuals involved. This information will then

be used to update the Child's risk assessments and behaviour support plan with the aim of eliminating the need for future restraint.
All staff will undergo comprehensive training and will be certified to ensure their competence in safely restraining children. This training and knowledge is currently being sourced and will be refreshed at appropriate intervals to ensure that best practice remains in place.

The staff team at The Cottage are aware that all behaviour serves as a form of communication and understand that some children may require additional support to stay safe and to effectively communicate their needs. The focus at The Cottage will be on restorative practice and clear and consistent boundaries to ensure that young understand our expectations of appropriate behaviour whilst also knowing that their relationships with staff will remain positive and secure.
The Cottage will run an out of hours on call system to ensure that further guidance is available to staff should this be required.

Arrangements to counter bullying
Bullying is recognised as an inherent risk within group living at The Cottage. An anti-bullying policy is in place. All staff are aware of this, and all staff will complete Anti Bullying training as part of their Induction. Mythos Ltd believe that everybody has the right to be treated with respect, to be safe and to feel safe. Bullying behaviour will not be tolerated in the home and young people will be educated in this area on an individual basis and as part of group work in children's meetings.

We hope that any child at The Cottage who feels bullied will tell a staff member or someone else. We encourage young people to talk about their experience and choose an adult they feel comfortable with such as, telling someone by phone or note, a member of staff, the manager or an advocacy worker or social worker.
Staff will directly intervene and challenge any incidents of bullying. This will be managed through staff awareness, risk assessments, effective supervision of young people and the follow up of any complaints.

We will support any child who is bullying as they may need help to stop or change their behaviour or to put things right. We will make sure that they have someone else to support them especially if there is a possibility that they might be excluded from the home. This may also be supported via counselling sessions or via therapeutic input/support during key working sessions.

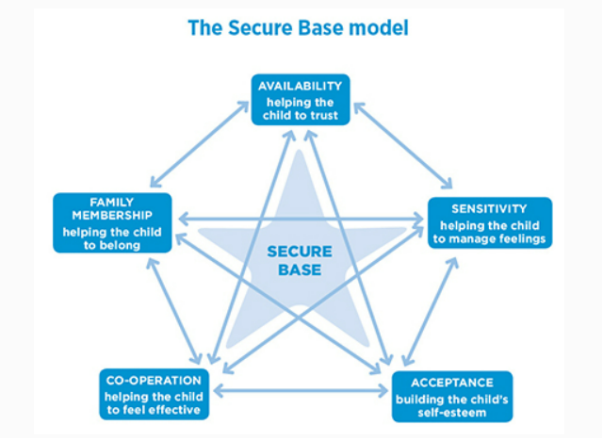
Any bullying by a member of staff at The Cottage, towards a child or an adult using the home will be investigated according to disciplinary procedures and the matter will be reported to the Placing Authority and Local Authority LADO (if an allegation is made). A Child or their family or carer may also choose to make a complaint Mythos Ltd.'s complaints policy.

Proactive Approaches – Accredited Trauma-Informed Behaviour Support Webpage

The Cottage follows the Accredited Trauma-Informed Behaviour Support model from Proactive Approaches. The Cottage embeds consistent therapeutic practice to develop a secure base and therapeutic environment for children to thrive.

All staff are trained in proactive approaches at the start of employment and receive annual refresher training to ensure all staff are familiar and consistent with our therapeutic model of care

Proactive Approaches information



Underpinning Theories and Research:
Our modules, developed by Clinical Psychologist Dr. Anna Randall, are rooted in evidence-based practices and informed by key psychological theories and concepts, including:

- **Attachment Theory**: Exploring the importance of secure relationships in shaping behaviour and development, with a particular focus on the **Secure Base** concept. This highlights the role of caregivers in providing a foundation of safety and trust from which individuals can explore, learn, and grow. Key components include:
    - **Consistency and Responsiveness**: Emphasising how consistent, attuned responses from caregivers foster a sense of safety and predictability.
    - **Emotional Regulation**: Exploring the role of secure attachments in helping individuals manage and regulate emotions effectively.
    - **Safe Exploration (Safe Haven)**: Understanding how a Secure Base allows individuals to confidently explore their environment, knowing they can return to a supportive figure when needed.
    - **Repair and Reconnection**: Emphasising the importance of repairing ruptures in relationships to maintain trust and strengthen bonds, which ties into the broader concept of **relationship re-attunement** post-incident.

- **Complex Trauma**: Understanding and addressing the long-term impacts of trauma, with a focus on how adverse experiences affect emotional, cognitive, and behavioural development over time. This includes examining the role of trauma in shaping self-perception, interpersonal relationships, and coping mechanisms. Key elements include:
    - **Neurobiological Impacts**: Exploring how trauma influences brain development, stress response systems, and emotional regulation.
    - **Behavioural Manifestations**: Understanding the ways trauma can present through behaviours such as hypervigilance, withdrawal, or aggression.
    - **Trauma-Informed Practices**: Providing strategies for recognising trauma responses and fostering environments that prioritise safety, trust, and empowerment.
    - **Lived Experiences**: Drawing on practical, real-world insights from individuals with direct or indirect experiences of trauma to ensure training content remains relevant, compassionate, and applicable to diverse settings.
    - **Pathways to Recovery**: Emphasising the importance of creating supportive, nurturing relationships and environments that help individuals build resilience and overcome the effects of trauma.
- **Toxic Shame**: Promoting resilience and self-worth to counter the debilitating effects of shame. Toxic shame often stems from past experiences where individuals internalise feelings of unworthiness or inadequacy, which can significantly impact their behaviour, relationships, and self-concept. Key elements include:
    - **Understanding Shame Dynamics**: Exploring how shame manifests emotionally, cognitively, and behaviourally, including patterns of avoidance, withdrawal, or defensiveness.
    - **Building Resilience**: Providing tools to help individuals recognise and challenge negative self-beliefs, fostering a sense of agency and empowerment.
    - **Strengthening Self-Worth**: Encouraging self-compassion, positive identity formation, and recognising inherent value beyond external validation.
    - **Repairing Relationships**: Emphasising the importance of restoring trust and connection in relationships, which are often damaged by shame-related behaviours.
    - **Practical Interventions**: Teaching approaches such as reflective listening, validation, and narrative reframing to help individuals reinterpret past experiences and reduce shame's grip on their self-concept.
    - **Creating Safe Environments**: Supporting practitioners to build environments where individuals feel valued and accepted, reducing the triggers and reinforcing cycles of shame.

A significant portion of the course content is dedicated to fostering **a positive culture** within care and education settings. This includes emphasising the role of **language** and its impact on creating an environment that supports **relationships and trust** between children, young people, and the adults who support them. By understanding how culture shapes interactions, our training equips practitioners to build meaningful, trust-based relationships that underpin effective care and education.

These foundations are seamlessly integrated with practical strategies for **de-escalation and diffusion**, equipping practitioners with tools to appropriately respond to behaviours of concern effectively. Additionally, our training emphasises **post-incident support**, focusing on the critical process of **relationship re-attunement**. Team members are equipped to understand its importance in rebuilding trust and restoring connection after an incident, ensuring meaningful and effective support for both children and adults.

BILD ACT Certification:
ProActive Approaches is proudly certified under the BILD ACT framework, meeting the Restraint Reduction Network (RRN) Training Standards. The RRN's steering group includes representation from OFSTED and other governmental departments, ensuring the highest standards in ethical and practical training. This certification highlights our commitment to reducing restraint and promoting trauma-informed, attachment-aware, child-centred practices. You can access confirmation of our ongoing certification status by visiting this page on the BILD Act website.

For full further please refer to our behaviour management policy that can be requested from the management team

Leadership and Management Organisational Structure
Registered Provider **Responsible Individual x1** **Registered Manager x1** **Deputy Manager x1** **Senior Residential Childcare Practitioner x2** **Residential Childcare Practitioner x3** **Bank Residential Childcare Practitioner**
Registered Provider Myhtos Ltd **Address:** **Email:** **Tel:**
Responsible Individual **Name:** **Address:** **Email:** **Mobile:**
Registered Manager **Name:**

Address: **Email:** **Mobile:**

Responsible Individual –

Qualifications:

Experience:

Registered Manager –

Qualifications:

Experience:

Please Refer to Appendix 1 for staffing information

The staffing structure within The Cottage will consist of the Registered Manager x1, Deputy Manager x1, Senior Residential Childcare Practitioner x2, Residential Childcare Practitioner x3 to provide consistent care for the children. All staff will be subject to safer recruitment procedures to ensure the safeguarding of our children and will undergo a robust induction, training and probationary process to ensure the children receive the best possible care. The aim of The Cottage is to establish a diverse staff team that will be able to support children from all walks of life.

The Senior Residential Childcare Practitioners employed at The Cottage will:

- Be either qualified or actively working towards their NVQ Level 3
- Have at least two years' experience of working with children in a residential setting
- Exhibit a good working knowledge of the Children's Homes Regulations 2015
- Exhibit excellent knowledge of the nine Quality Care Standards and how to embed these into daily practice
- Have experience of leading a staff team to provide excellent care to children
- Be passionate about supporting children to achieve positive outcomes
- Exhibit understanding of the importance of supporting and developing staff members
- Be keen to develop and progress professionally

The Residential Childcare Practitioners employed at The Cottage will:

- Be willing to achieve their Diploma Level 4
- Have some relevant experience of supporting children
- Be passionate about delivering high quality care to children
- Be keen to develop and progress professionally

The Cottage will employ a robust supervision process to ensure staff are supported to develop themselves professionally and the care they provide to our children. Staff will undergo regular supervisions. The standard probationary period will be six months however this will be reviewed at three months and staff that have exhibited a high level of proficiency in all their responsibilities may be signed off at this point. Similarly, staff requiring further support in their roles may have their probationary period extended. This will be agreed with the relevant staff member and a professional development plan constructed in order to provide the required support within agreed timeframes.
All supervisions will be completed by a senior member of staff in confidence, with all supervisions being conducted by the registered manager until Senior Residential Childcare Practitioners have completed their probationary period. At this point each Senior Residential Childcare Practitioner will become responsible for the supervision of Residential Childcare Practitioners on their shift patterns. Staff appraisals will be completed by the registered manager.
Staff will also benefit from ad hoc support sessions in order to further their professional development and will be included in monthly team meetings to provide them with a safe and open forum in which to express their views and to raise and discuss any concerns. In the event that staff require further guidance around concerns, there is a communication map within the home as well as policies in place for raising safeguarding concerns and whistleblowing.

Date	Reason for Update	Date Sent to Ofsted

The Cottage Workforce	
Management Team	**Responsible Individual x1** **Registered Manager x1**
Home 1	**Deputy Manager x1**

Acacia House	**Senior Residential Childcare Practitioner x2** **Residential Childcare Practitioner x3**
Bank Staff	**Bank Residential Childcare Practitioners**

Name	**Vacancy**
Job Role	**Deputy Manager**
Qualifications	
Experience	

Name	
Job Role	**Senior Residential Childcare Practitioner**
Qualifications	
Experience	

Name	
Job Role	**Senior Residential Childcare Practitioner**
Qualifications	
Experience	

Name	
Job Role	**Residential Childcare Practitioner**

Qualifications
Experience

Name	
Job Role	Residential Childcare Practitioner
Qualifications	
Experience	

Name	
Job Role	Residential Childcare Practitioner
Qualifications	
Experience	