
From: James O'Rourke [REDACTED]
Sent: 31 January 2025 12:09
To: [REDACTED]
Subject: External Mail: Fwd: 24/00533/FUL 62/62a Church Road, Roby
Attachments: RAE rota template .docx

CAUTION: This email originated from an external source. If you suspect a potential phishing email, report it via the IT Self Service Portal which can be found within the Quick Links section on Bertha

----- Forwarded message -----

[REDACTED]
Date: Thu, 30 Jan 2025 at 11:59
Subject: Re: 24/00533/FUL 62/62a Church Road, Roby
To: James O'Rourke [REDACTED]
[REDACTED]

Good morning

I have attached a Template copy of a rota should Church Road reach maximum capacity of six families accommodated.

Should there be six families at placement there will be a maximum number of 5 staff on shift throughout the day and 2 staff on shift during the night. During handover periods this will still not exceed the 5 members of staff due to the balance of the shift start times.

We will not accommodate other families in terms of utilising the centre as a family contact centre for example.

This is an intensive time of assessment for the families, and they are generally encouraged to focus on themselves and their child. Should visitors attend, this will be done on a rota basis and will be promoted to happen at the weekend when the assessment is more relaxed and there are fewer opportunities for the resident families to be out in the community utilising the children's centre and attending appointments.

Our bins will be attended to by a private company and not the council. We will have 2 x 1100L bins provided by Ash waste that will be emptied weekly.

Let me know if you need anything else from me please.

Kind regards

[REDACTED]