



Almoner Care Group Limited



Embracing Childhood
Fitting Every Piece with Care

Management Plan



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The below is an outlined management plan for homes that house and care for 2 children to ensure their effective management:

1. Staffing Schedule:

- Maintain the outlined shift patterns with 2 staff members 24/7 and a manager present between 9 am and 5 pm.
- The day time shift patterns will be: 8am to 8pm
- staff changeovers will take place over a half-hour transition period.

2. Night Shift:

- Assign 1 sleep officer and 1 waking night officer
- The shift patterns will be: 8pm to 8am for night time supervision.

3. Social Worker Visits:

- Facilitate one statutory visit per month from social workers. This will be a 30 minute appointment.

4. Looked After Child Reviews:

- Organize reviews every 6 months with the involvement of a social worker, education and parents where appropriate.

5. Community Visitors:

- Enforce a policy restricting community members' visits; prioritize appointments and limit access to maintain the children's privacy and security.

6. Property Regulations:

- Ensure Ofsted registration for the property.
- Allow visits by appointment only to maintain a controlled environment.

7. Care Plan Adherence:

- Strictly follow care plans for young people allowing them to leave the property only as per their care plan states.

8. Education Requirements:

- The company will accept young people only if a full-time education plan is in place. Clarify that there will be no onsite education.



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9. Communication and Coordination:

- Establish effective communication channels between staff, managers, and other professionals involved in the care of the children.

By adhering to these guidelines we can create a structured and supportive environment for the children in our care, ensuring their safety, well-being, and educational needs are met.