Dear Jennifer,

Re. 2025/92385 - 66 Carlinghow Hill, Upper Batley, WF17 0AG

I write to clarify the points raised by the Designing Out Crime Officer (DOCO) in relation to my application.

The application states 4 full time employees are proposed, this is in relation to the opening and initially only having one child for several months. As per page 3 of the Management plan, the admissions will occur incrementally, one at a time. Usually, a new child will be added after several months between each child, allowing the children to settle and find other compatible children to join. For 3 children, we will remain at the same staffing level as indicated on the application. If and when we have 4 children, a new member of staff will be employed for the fourth child and we would have up to 4 full time staff on premises. A manger will be an additional member of staff who will frequent the house, usually between 9-5 on weekdays. The manager will also be mainly working remotely and available on call at all times.

As per page 3 of the Management Plan, I have specified that two members of staff will always be present on shift with sleep over on a rota basis. This means there will be four staff members present with four children on a night shift. This also contains a situation if a child fails to return at curfew time. In this instance we will have within our operational policies, a missing from home policy, which will be initiated as soon as the curfew time has lapsed. This policy would entail, a first instance search from the staff, as well as informing the WYP, unless there is an immediate concern for the child's safety or wellbeing and the WYP services are required sooner. More on the breaches has been outlined on the Management Plan, page 9.

In relation to access control, I would like to add that opening restrictors will be placed on all first floor windows and bedrooms for occupant safety.

We will ensure cycle stands are rated to Sold Secure Silver. Bin enclosures as indicated in the proposed block plan will be lidded and locked when not in use to prevent the bins from being utilised as climbing aids.

There is already a CCTV installed by an approved contractor. However, before OFSTED inspection, we will ensure the system complies with the requirements of BS EN 62676:2015 video surveillance systems for use in security applications where BS 7958:2015 CCTV management and operation Code of Practice, and the requirements are of the Data Protection Act and GDPR. No images of public spaces are visible from the current setup. We will ensure these checks and any further amendments to the CCTV is carried out by National Security Inspectorate (NSI) or Security Systems and Alarms Inspection Board (SSAIB) approved contractor. The current setup works well with the property's external lighting and landscaping which has the appropriate coverage and mitigates any blindspots. Staff will be trained to operate the system and download footages, in case of urgent request. Images are currently stored for up to three months. All CCTV operation and requirements will be within OFSTED guidelines and will follow the operational files, in particular the CCTV Policy, CCTV Data Protection policy and GDPR Privacy notice.

I hope this clarifies the concerns and recommendations of the Designing Out Crime Officer (DOCO). If there is any further clarity or concerns, please feel free to get in touch.

Thank You,
Kindest Regards,

Yasin Motara
BloomHaven