



Forever Care Childrens Services Management Plan

The property at 3, 5, and 7 Mill Street East, Dewsbury, WF12 9AQ will be used to provide 24-hour care for young people in care from local authorities who are subject to relevant care orders. This property can accommodate up to four young people between 8–17 years of age, both male and female. The home will support Young People with Emotional and Behavioural Difficulties (EBD), providing a nurturing, therapeutic, and family-style environment that promotes stability, resilience, and positive development.

Community Engagement and Local Consultation

Prior to opening, the Registered Manager and Responsible Individual will engage with the local residents to share information about the home and provide opportunities for residents to express any concerns. Residents will be given the Registered Manager's and Responsible Individual's contact details to ensure open communication. Any community concerns will be addressed promptly, and outcomes will be shared transparently. This proactive approach demonstrates our commitment to positive community relations and neighbourhood integration.

Staffing Structure and Management Oversight

The young people who will be living at this property will have Emotional Behavioural Difficulties and will need additional support around their daily living, education and socialising in the community due to their past traumas. The young people will be supported and working towards living independently. The home will be staffed 24 hours a day, with one residential support worker assigned to each young person on a 1-to-1 basis per shift. The Registered Manager will work Monday to Friday (09:00–17:00) with a hybrid presence to maintain oversight and supervision. Staff will work on a two-days-on, four-days-off rota pattern to ensure continuity and well-rested staff. No young person will ever be left unsupervised in the property, and the minimum ratio will be one staff member per young person.

We will have a support/behaviour plan to work alongside the individual young person which will be tailored in terms of education, activities and accessing the community. We are fully confident and matching the young people to make it a family home.

We have considered the impact around the local area and consider this as a very low risk as the young people will have no reason to cause any issues in the area. We are fully confident to keep our young people busy with our in-house tailor-made activities, games and therapeutic room. The young people will be involved in community work such as charity work placements, sports, scouts, youth clubs, horse riding etc. Our young people will be given incentives to engage and cooperate with their placements.

Placement Matching and Admission Process

Forever Care Childrens Services does not cater for high-risk individuals, including those involved in Child Sexual Exploitation (CSE), Child Criminal Exploitation (CCE), or those with a high rate of missing-from-care incidents. A thorough pre-admission screening and matching process is undertaken before any placement is agreed.

Prior to admission, the Registered Manager will conduct a comprehensive screening and matching process to ensure the home can safely meet the young persons needs. This includes reviewing referral documents, care plans, chronologies, and risk assessments, and consulting with the placing authority.

Where a placement is considered suitable, a Placement Planning Meeting will be held prior to the young person's arrival. Attendees will include the placing social worker, Registered Manager, Responsible Individual, and relevant professionals such as education, health, and parents or carers. This meeting ensures that all known risks, support needs, and agreed strategies are shared transparently and collaboratively.

Managing Emerging High-Risk Behaviours

If a young person in placement begins to exhibit significantly higher-risk behaviours such as involvement in CSE, CCE, or repeated missing episodes, the home will not automatically issue notice. Instead, a multi-agency professionals' meeting will be convened urgently to review the young person's plan and assess whether risks can be managed safely within the existing structure. Only if it is collectively agreed that risks cannot be mitigated will a planned transition be arranged. Any move will be managed in a trauma-informed, young person-centred manner to avoid disruption.

The home will primarily accept placements from Kirklees Council and neighbouring West Yorkshire authorities such as Leeds, Bradford, Calderdale, and Wakefield. We are also open to suitable placements from other regions nationally, provided that partnership working and safe care can be maintained. The home's location offers excellent transport links, with nearby bus and train stations in Dewsbury town centre, facilitating easy access for professionals and family members.

Where a young person is placed from outside of Kirklees, the Registered Manager will coordinate with the placing authority to ensure timely school enrolment, GP registration, and access to specialist services prior to or immediately upon placement.

Local Authority Coverage

Although Kirklees Childrens Services do not support out-of-area placements, Forever Care Childrens Services will work directly with the placing authority's Virtual School and local Kirklees education providers to identify and secure appropriate education within the district prior to placement, ensuring full continuity of learning.

For a young person placed from outside of Kirklees, the home will coordinate with the placing authority's Virtual School to arrange suitable education, including virtual learning where applicable. Where additional support is required, the home may access external tuition services such as Kip McGrath to supplement the young person's education plan.

Staff Drivers and Transport Arrangements

Designated members of staff will be drivers and have access to the company vehicle. The vehicle is insured for business use and available for transporting young people to school, health appointments, activities, and in emergencies. In the event of a missing episode, staff are trained and authorised to conduct safe and proportionate local searches before police involvement, following the home's Missing-from-Care Procedure.

Missing-from-Care Procedure

When a young person leaves the home without permission, staff will immediately begin a local search before contacting police, unless there is an immediate safeguarding risk. Staff will check bedrooms, outdoor areas, and known local spots, while keeping the On-Call Manager informed. The Manager will guide the response and determine whether the incident meets the definition of 'missing' or 'unauthorised absence'. The Emergency Duty Team (EDT) or social worker will be notified as soon as possible. Police involvement will occur only after reasonable search efforts have been exhausted or if risks escalate.

This order of action ensures compliance with the West Yorkshire Missing from Home and Care Protocol and avoids unnecessary police involvement. All missing episodes will be logged, debriefed, and reviewed. Return home interviews will be arranged through the local authority to help identify triggers and prevent recurrence.

This procedure is underpinned by the Forever Care Childrens Services Missing-from-Home Policy, which aligns with the West Yorkshire Police and Local Authority protocol.

Local Activities and Community Integration

We are committed to promoting social inclusion and community participation. The home has researched age-appropriate local clubs and recreational opportunities suitable for young people with EBD. These include Youth Matters Kirklees, Kirklees Youth Alliance, Chickenley Hub, Central Stars Youth Club, and the Young People's Activity Team (YPAT). These clubs provide structured and inclusive environments that promote positive peer interaction, confidence building, and healthy lifestyles.

All community groups and clubs listed are open to referrals from out-of-area young people and regularly accommodate young people placed within Kirklees by other authorities.

Staff will maintain communication with local providers to ensure sessions remain appropriate and accessible. A local activity directory will be maintained in the home and reviewed regularly with each young person.

Positive Behaviour Support and Incentives

Young people will be supported to develop independence, emotional regulation, and responsibility through structured routines and tailored behaviour plans. Positive behaviour will be encouraged through a clear incentive system designed to promote engagement, personal development, and life skills. Each young person's care and support plan will be regularly reviewed to reflect progress and goals.

Visitors, Family Contact, and Community Access

Each young person is expected to receive a visit from their Social Worker approximately every five to six weeks. We also expect visitors such as Look After Children (LAC) Nurse, Education, Advocate's Family members etc. We presume this will average one visit per week, per young person. This way we can keep the local traffic and use of parking spaces to a minimum. Any meetings such as LAC Reviews or Strategy meetings can take place in a different venue. Occasionally training and team meetings will take place using video calls such as Microsoft Teams this way staff members can take part in this from personal homes or in a suitable hired venue, no external therapeutic services will be offered in this placement other than essential work with Children and Adolescent Mental Health Services (CAMHS) if needed. This usually takes place at a CAMHS property, however, CAMHS usually would visit a young person in their home once every 6 months.

Regarding family and friends visiting the property, visits will depend on the young person's care order and the circumstances of their placement. Each young person will have the opportunity for an initial home visit from immediate family, where appropriate. This creates a chance to show family members the home and environment, dependent on Social Workers' views. This will only be offered on one occasion, any further contact

between a young person and their immediate family will take place away from the home such as meeting at a café, bowling, shopping centre.

The young people friends will be able to come and visit them depending on the allocated Social Worker views. This will be subject to risk assessments and will be offered on a trial basis. We feel it is very important for our young people to live a life as normal as possible and will encourage positive relationships between young people and their friends. A young person will have to adhere to the allocated time to return home, if failing to do so, the following protocol will be followed: the Police, Emergency social worker (EDT) and on call Manager will be informed, there may be some exception such as family contacts, festive periods etc.

Property Security and Safety

The home would have extra security measures to the property will be in place to make sure we have a safe and secure home:

- Placing high perimeter fencing to the rear of the property
- CCTV cameras at the front and rear of the property
- Door alarms
- All new double-glazed windows and new secure doors
- Privacy windows with black out blinds
- Fully trained staff and manager
- Visitors must present identification and sign the visitor logbook upon entry.
- Sensory room
- The home has also established clear visitor procedures and emergency access protocols.

Doors will be monitored by Ring doorbell and alarm system that indicates when the front or back door has been opened. After 21:00hrs both front and back door will be locked. There will be suitable locks on both front and back doors. External visitors will be required to show identification upon entering the property, Visitors will then have to update our visitor's logbook.

Before opening the home, we will be giving the opportunity to local residents to voice any concerns. The Registered Manager's phone number will be given to the local residents to contact if any further concerns arise. Upon receiving any complaints or concerns, a meeting between management will be scheduled as soon as possible. Once a reasonable solution has been agreed between RI and Registered Manager, the residents will be informed.

If planning permission is successfully granted, an application will then be submitted to Ofsted. This property will not be open for service until a licence has been obtained from Ofsted to provide care in this property. No young person will be left inside the property

without the required staffing ratio. The minimum staffing ratio will be one staff member per young person. There will always be a staff member in the property supporting a young person.

Young people will be permitted to leave the property for education, activities, independent life skills such as visiting shops or takeaways, and health appointments, all of which will be supported by staff. No young person will leave the property without staff members being aware. If a young person has built up trust and displayed positive behaviour, then a small amount of free time will be given to a young person, dependent on the Social Workers views. Staff will be around in the area, roughly a two-minute walk from the young person's location.

This will be the only time a young person is without the immediate support of our staff team, for example, when attending education such as school, college, apprenticeships, or work placements. In these situations, the young person will be supported by appropriate external professionals.

Regulatory Compliance Statement

Forever Care Childrens Services will not begin operations until full Ofsted registration is granted, and all planning permissions are secured. The home operates in accordance with the Children's Homes (England) Regulations 2015 and the Guide to the Children's Homes Regulations. All staff receive mandatory training in safeguarding, missing procedures, and behaviour management, with continuous professional development overseen by the Registered Manager.