CARE MANAGEMENT PLAN

Prepared on behalf of: Praveen Videlap
Site address: 29 Cartmel Close, Bolton, BL9 8JA
Application type: Full Planning Permission
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1.0 Overview of the Home and Ethos

This Care Management Plan has been prepared to accompany the application for Full Planning Permission for the change of use of 29 Cartmel Close, Bolton, BL9 8JA to a children's residential care home. The home will provide residential care for up to three young people aged 8–16 years who have been identified as requiring a small-scale, therapeutically informed residential placement by a commissioning local authority.

The ethos of the home is grounded in the principles of relational care and therapeutic community practice. The provider recognises that looked-after young people with EBD and SEMH needs have frequently experienced significant adverse childhood experiences, attachment disruption, and placement instability. The home is designed to offer a consistent, predictable, and nurturing environment in which young people can develop trust in adults, build emotional resilience, and make meaningful progress towards stability, education, and eventual independent living.

The physical environment of the home has been carefully considered to promote a sense of calm, security, and belonging. The small group size of up to three residents is a deliberate and principled operational choice: it allows staff to develop genuine, sustained relationships with each young person, reduces the peer dynamics that can escalate in larger group settings, and creates a domestic atmosphere that closely mirrors that of a family home.

Every aspect of the home's operation will be governed by a comprehensive set of policies and procedures developed in accordance with the Children's Homes (England) Regulations 2015, the Quality Standards for children's homes, the Children Act 1989, and the guidance set out in Working Together to Safeguard Children (2023). The home will be registered with and regulated by Ofsted and will be subject to regular inspection.

2.0 Staffing Structure and Operational Management

The staffing model of the home has been designed to ensure that young people receive consistent, high-quality care at all times of the day and night. The home will be led by an experienced Registered Manager who holds, or is working towards, the Level 5 Diploma in Leadership and Management for Residential Childcare. The Registered Manager bears overall responsibility for the safe and effective operation of the home, regulatory compliance, staff supervision and development, and communication with commissioning authorities.

2.1 Staffing Presence

The home will operate on a minimum 1:1 staffing ratio at all times, ensuring that each young person has access to dedicated staff support throughout the day and night. During waking hours, two or more staff members will typically be present simultaneously to facilitate group activities, manage transitions, and support individual keyworking sessions. At least one sleeping-in staff member will be present throughout the night.

2.2 Shift Patterns and Continuity

Staff will operate on extended waking shifts of between 24 and 48 hours. This model is specifically chosen to maximise the relational continuity experienced by young people, reducing the number of handovers and minimising the disruption associated with frequent staff changes. Research and practice evidence consistently demonstrate that relational continuity is one of the most significant factors in achieving positive outcomes for children in residential care.

Shift changeovers will occur no more than once every 24 to 48 hours and will be managed through a structured handover process that ensures all relevant information about each young person is communicated effectively between outgoing and incoming staff.

3.0 Care Delivery Model

3.1 Individualised Care and Placement Matching

Prior to any placement being made at the home, the Registered Manager will undertake a thorough assessment of the young person's needs, background, and risk profile to ensure that the placement is appropriate and that the home has the capacity and competence to meet the young person's needs safely. This pre-placement process will include review of all available documentation, consultation with the commissioning social worker and, where appropriate, direct communication with the young person and their family.

Each young person will have an individual care plan prepared in accordance with Regulation 17 of the Children's Homes (England) Regulations 2015. The care plan will set out the young person's assessed needs, desired outcomes, specific support requirements, health and education arrangements, and any known risks. Care plans will be reviewed at a minimum of every six months or sooner in response to any significant change in circumstances.

3.2 Keyworking and Support

Each young person will be allocated a dedicated keyworker who will serve as their primary relational anchor within the home. The keyworker will be responsible for maintaining the young person's care plan, facilitating life story work, supporting family contact arrangements, attending statutory reviews and education meetings, and acting as an advocate for the young person's interests.

3.3 Education and Daily Structure

The provider recognises that educational continuity is a critical protective factor for looked-after children and is committed to ensuring that every young person resident at the home is enrolled in and attending suitable full-time education. The home will work proactively with local education providers, virtual school heads, and educational psychologists to identify appropriate educational placements and support any young person who is out of education to secure a place as quickly as possible.

The daily routine of the home will be structured to provide predictability and a sense of safety. Meal times, bedtimes, leisure activities, and educational commitments will be organised around a consistent daily framework, with appropriate flexibility to accommodate individual needs and preferences.

4.0 Therapeutic and Health Support

The home will maintain strong links with relevant health services including the young person's GP, CAMHS, community nursing, and any specialist therapeutic practitioners involved in the young person's care. Health appointments will be supported by staff and recorded in the young person's personal health record.

The provider is committed to a trauma-informed approach to care. All staff will receive training in understanding the impact of adverse childhood experiences, attachment theory, and the neurobiology of stress and trauma responses. This training will inform every aspect of how staff communicate with, support, and respond to young people, particularly in moments of emotional dysregulation or distress.

Where therapeutic intervention is identified as necessary in a young person's care plan, the home will facilitate access to appropriate therapeutic support, which may include individual counselling, art therapy, play therapy, or other modalities recommended by qualified clinicians. The home does not provide clinical services directly but will coordinate access to those services through the young person's commissioning authority and health professionals.

5.0 Safeguarding and Risk Management

The safeguarding of young people is the paramount concern of the home and of every member of staff. The Registered Manager will serve as the home's designated safeguarding lead and will ensure that all staff are trained in safeguarding procedures to at least Level 3, that the home's safeguarding policy is current and accessible, and that any safeguarding concerns are reported and managed in accordance with local authority safeguarding procedures.

All staff will hold a current enhanced DBS check with barred list checks prior to commencing employment and at regular intervals thereafter. The home will maintain a single central record of all checks and clearances in accordance with the requirements of the Children's Homes (England) Regulations 2015.

Risk assessments will be maintained for each young person and updated in response to any change in circumstances, incident, or emerging risk. Environmental risk assessments will also be maintained for the property, covering matters such as fire safety, ligature risks, and access security. The home will operate an on-call management structure to ensure that senior advice is available at all times of the day and night.

6.0 Behaviour Management and Incident Response

The home will adopt a positive behaviour support approach, prioritising de-escalation, relational engagement, and the development of pro-social behaviours over punitive or restrictive responses. Behaviour management will be grounded in an understanding of the underlying emotional and psychological factors driving challenging behaviour, with staff trained to recognise and respond therapeutically to signs of distress.

Physical intervention will be used only as a last resort, in accordance with a positive handling policy developed in compliance with the Reducing the Need for Restraint and Restrictive Intervention guidance (2019). All staff authorised to use physical intervention will hold current accredited training in a recognised therapeutic restraint methodology. All incidents of physical intervention will be recorded, reviewed, and reported in accordance with regulatory requirements.

A clear complaints and concerns procedure will be in place for young people and their families, and all young people will be informed of their right to contact Ofsted, the Children's Rights Director, and their Independent Reviewing Officer.

7.0 Staff Training and Professional Development

The provider is committed to ensuring that all staff are appropriately qualified, trained, and supported to deliver high-quality residential care. All staff will complete induction training covering safeguarding,

health and safety, fire safety, first aid, medication management, and the home's key policies and procedures before commencing unsupervised work with young people.

Ongoing training and professional development will be provided through a structured annual training programme, regular supervision, and appraisal. The provider will support staff in working towards relevant qualifications in health and social care, including the Level 3 and Level 5 Diplomas in Residential Childcare. Regular reflective practice sessions and team debriefs will be embedded into the operational model to maintain staff wellbeing, prevent burnout, and promote a culture of continuous learning.

8.0 Transition and Independence

The provider recognises that transitions represent a period of heightened vulnerability for looked-after young people and is committed to managing all transitions with care, preparation, and appropriate support. Where a young person is approaching the age of 16 or is transitioning to a new placement, the home will work with the commissioning authority and pathway planning team to ensure that a transition plan is in place and that the young person is supported through the process.

For young people aged 16 and over, the home will work to develop practical independence skills including cooking, budgeting, personal organisation, and self-care as part of the daily care programme, in preparation for eventual transition to supported living or semi-independent provision.

9.0 Monitoring and Quality Assurance

The Registered Manager will maintain oversight of the quality and safety of the home's operations through a programme of monitoring and review that includes monthly management meetings, incident analysis, placement review meetings, and regular consultation with young people and their families. The provider will appoint an independent person to carry out visits to the home in accordance with Regulation 44 of the Children's Homes (England) Regulations 2015.

An annual review of the home's quality of care will be conducted by the responsible individual in accordance with Regulation 45, drawing on the views of young people, their families, staff, and commissioning authorities. The findings of this review will be used to inform continuous improvement of the home's operational practices.

10.0 Summary

This Care Management Plan demonstrates that the proposed children's residential care home at 29 Cartmel Close, Bolton will operate to a high standard of professional care, in full compliance with the Children's Homes (England) Regulations 2015 and associated guidance. The home will provide a safe, stable, and nurturing environment for up to three young people with EBD and SEMH needs, delivered by a well-trained, appropriately qualified, and compassionately led staff team.

The operational model is low-impact, domestic in character, and entirely consistent with the residential setting in which the home is located. Bury Metropolitan Borough Council is respectfully invited to conclude that the management arrangements described in this Plan fully address any concerns relating to the suitability and safety of the proposed use.