

REGULATION 44 INDEPENDENT PERSON'S REPORT

CLICK HERE TO ENTER A DATE.

CHILDREN'S HOME	
UNIQUE REFERENCE NUMBER	
NAME OF REGISTERED MANAGER	If the manager is not registered then state whether registration is pending, whether they are the interim manager or whether the post is vacant. If an application to register has not been submitted, or is not likely to be submitted, within 90 days then consider a recommendation.
NAME OF RESPONSIBLE INDIVIDUAL	
TYPE OF REGISTRATION	
CATEGORY OF REGISTRATION	
NUMBER OF REGISTERED PLACES	

INDEPENDENT PERSON	
--------------------	--

DATE AND TIME OF THE VISIT	Date: Start: Finish:
WAS THE VISIT ANNOUNCED OR UNANNOUNCED?	
DATE OF THE LAST VISIT	

INITIALS AND ROLE OF THE PERSON FACILITATING THE VISIT	
NUMBER OF CHILDREN WHO HAVE MOVED INTO THE HOME SINCE THE LAST VISIT	
NUMBER OF CHILDREN WHO HAVE LEFT THE HOME SINCE THE LAST VISIT	
TOTAL NUMBER OF CHILDREN LIVING AT THE HOME	

THE INDEPENDENT PERSON'S OPINION AS TO WHETHER CHILDREN ARE EFFECTIVELY SAFEGUARDED AND WHETHER THE CONDUCT OF THE HOME PROMOTES CHILDREN'S WELL-BEING	
ARE CHILDREN EFFECTIVELY SAFEGUARDED?	Choose an item.
DOES THE CONDUCT OF THE HOME PROMOTE CHILDREN'S WELL-BEING?	Choose an item.

SUMMARY OF THE VISIT AND ANY RECOMMENDATIONS MADE
<p>This should essentially be a couple of paragraphs summarising the visit as a whole, including any highlights and shortfalls. You don't need to include a great amount of details as that should be recorded in the relevant section of the report. Make reference to any recommendations made, without again including the detail.</p> <p>Include reference to the review of previous recommendations and whether they have been met, the review of recommendations has now been moved to an appendix at the end of the report and so brief reference to it should be made here.</p>

OUTLINE OF THE VIEWS OF CHILDREN (SUBJECT TO THEIR CONSENT) AND OBSERVATIONS OF CARE, SUPPORT PRACTICE AND PARTICIPATION
<p>This should include consultation with young people (unless they are unable to give it) AND observations of care practice, taking note of interactions and the young people's responses. When undertaking consultation and observations consider how the young people participate in their day to day routines and how their views and wishes are taken into account during these interactions with staff.</p>

STAKEHOLDER VIEWS AND FEEDBACK
STAFF MEMBERS
PARENTS/CARERS/RELATIVES/SOCIAL WORKERS/IRO'S/MISSING FROM CARE COORDINATORS/POLICE/OTHERS

KEY RECORDS AND INFORMATION – COMPLAINTS, SAFEGUARDING AND NOTIFICATIONS		
KEY RECORD	NUMBER (SINCE THE LAST VISIT)	COMMENTS
COMPLAINTS		Have complaints been handled appropriately and good records kept. Have outcomes been recorded and are complainants satisfied? If not have they been given advice on next steps? Have complaints been handled in a timely manner?
ALLEGATIONS AND SAFEGUARDING		Have good records been kept including a chronology of actions and notifications? Have external parties been informed and procedures followed? Have actions been taken to safeguard pending investigations? Have outcomes been recorded, including any further actions necessary? Have lessons been learnt? Where

		allegations or concerns may extend over more than one home has the appropriate information being shared and the required action taken? (Liaise with IP's for the identified homes to clarify if required)
NOTIFICATIONS		Have they been completed in accordance with the requirements of the regulation and in a timely manner? Have updates been made as necessary? Has action taken to prevent reoccurrence been recorded accordingly?

KEY DOCUMENTATION		
KEY DOCUMENTATION		COMMENTS
MEASURES OF CONTROL	NUMBER (SINCE THE LAST VISIT)	Review the homes systems, including sanction and rewards. Particularly ensure any physical interventions are reviewed. Ensure measures are well documented and are proportionate and reasonable and have been monitored for effectiveness. Have young people been consulted and their views recorded? Have staff taken part in the debrief process? Have the young people's behaviour support plans been followed and adhered to? Are there any trends with regards to particular staff members involved in a disproportionate number of restraints? Are all reports subject to effective management scrutiny?
	PI	
	SANCTIONS	
RUNNING AWAY OR MISSING	NUMBER (SINCE THE LAST VISIT)	Have absences been managed safely, were actions taken to follow the child and return them to the home? Are missing from care protocols in place and were they followed? Have independent return interviews been conducted and are they evidenced? Has the young person been debriefed upon their return? Have protocols and risk assessments been updated as a consequence? Are good records of absences kept? Has consideration been given to the potential exposure to other risks whilst missing? Where there have been repeated episodes of missing have the home made the appropriate arrangements for strategy meetings to take place? Are missing from care protocols kept under regular review following on from incidents of missing?
CASE FILES		<p>Are placement plans up to date and contain all pertinent information? Do placement plans triangulate with other key documentation, for example risk assessments and behaviour management plans? Do risk assessments cover all identified risks and do mitigating support strategies effectively manage risk/lower risk? Do files contain relevant information from placing authorities? Are impact assessments completed prior to placement and identify the placement as a match? If young people are 16 or due to move on from the home are pathway and transition plans in place and are they meaningful?</p> <p>Other documentation to consider as part of the case file review: key working sessions, young people's meetings, evidence of young people accessing advocacy services, evidence of progress and how these are tracked, any joint agreements and protocols in place for specific work undertaken with the young people that may link into risk management and other key documentation.</p>
STAFFING ARRANGEMENTS		Consider the adequacy of staffing numbers and review rota's. Are staff appropriately qualified, including any none permanent staff working at the home. If there is use of external staff members is this impacting upon the consistency of care being delivered young people? Are staff adequately supported and rested, include within this your usual review of supervision and appraisal? Are staffing details held on site of visiting or agency staff? Are staff meetings held regularly and cover pertinent topics?

SUITABILITY OF THE PHYSICAL ENVIRONMENT				
AREA	CLEAN AND TIDY	WELL MAINTAINED AND SAFE	HOMELY	COMMENTS
CHILDREN'S BEDROOMS				<p>Is the home well presented, clean, tidy and decorated to a good standard? Have the home taken proactive steps to address any areas of damage? How is this evidenced? Are furniture, fittings and soft furnishings of a good standard, in working and fit for purpose?</p> <p>Young people's bedrooms: Are they clean and tidy? Suitable bedding, curtains and soft furnishings? Do the young people have personal items on display and are they allowed to personalise their rooms? Bedrooms to be viewed on each visit, take note of bedrooms viewed (not for the report), to ensure all bedrooms are viewed at regular intervals.</p>
SHARED LIVING AREAS				
BATHROOMS AND TOILETS				
KITCHEN AREAS				
HALLWAYS AND STAIRS				
STAFF ROOM AND OFFICE AREAS				
GARDENS AND GROUNDS				
OTHER AREAS				

ADDITIONAL CHECKS	
ADDITIONAL CHECK	COMMENT

RECOMMENDATIONS FOR THE REGISTERED MANAGER:

REGISTERED MANAGER'S COMMENTS			
RECOMMENDATIONS		TIMESCALE FOR THE REGISTERED MANAGER TO CONSIDER THE RECOMMENDATIONS	PROPOSED ACTIONS, CONSIDERATIONS AND RESPONSES

REGISTERED MANAGER CONFIRMATION: I have read the report and **Choose an item.** that the findings are a fair and accurate representation of the home as viewed by the Independent Visitor during this visit.

REGISTERED MANAGER:

DATE:

RESPONSIBLE INDIVIDUAL'S COMMENTS

RESPONSIBLE INDIVIDUAL CONFIRMATION: I have read the report and **Choose an item.** that the findings are a fair and accurate representation of the home as viewed by the Independent Visitor during this visit.

RESPONSIBLE INDIVIDUAL:

DATE:

APPENDIX 1

REVIEW OF RECOMMENDATIONS FROM THE PREVIOUS VISIT	
RECOMMENDATION	EVIDENCE OF CONSIDERATION AND RESPONSE, INCLUDING ANY ACTION TAKEN