



ANDERIDA ADOLESCENT CARE

LONE WORKING POLICY

Staffing levels must always meet the needs of the young people. At point of referral discussions with the LA will determine the levels of staffing assessed as required for supporting young person.

Most young people will automatically, initially be supported on a staffing ratio of 1.5:1 or above until assessed as not requiring that level of support.

Where a young person is supported 2:1, there will be times where they are able to be supported 1:1 for some periods of time and for some activities. Should a young person's risk assessment explicitly identify that the young person can never be lone supported for any time period they will require a staffing ratio of 2.5:1 or 3:1 in order to ensure that this is practicable.

Where it is agreed that a young person will have staffing level of 1:1 permanently, for some activities, holidays, or that in the case of staff sickness the risk assessment outlines that that young person is safe enough that a lower staffing level for a period of time, Anderida will establish suitability of this arrangement through risk assessment in conjunction with the Local Authority.

Before working on a one-to-one basis with the young people in our care, mentors will:

- Have covered there Anderida induction, to include Policies, procedures and mandatory training.
- Established a level of safety and trust.
- Have read and understand how to apply the young person's current risk assessment.
- Have read and understand how to apply the young person's support plan.
- Have access to contact with the team on shift and on call support.

Anderida will:

- Ensure the Local Authority understand that there will be 1:1 support arrangement in place for all young people.
- Ensure agreement with one-to-one support as a permanent mentoring ratio and that this has been adequately risk assessed.
- Ensure that mentors are competent to undertake lone working before doing so.
- Ensure that the young person has a clear understanding of what to do in an emergency.
- Ensure that the young person has an emergency contact number for another home should they require it.
- Ensure that the manager of the home has explained the protocol for emergencies to the young person in line with the risk assessment.

When taking a young person on holidays that are supported with a 1:1 staffing ratio Anderida will:

- Ensure that there is adequate prior preparation
- Ensure that the staff member taking the young person has a detailed understanding of the young person, their needs and risks
- Complete a comprehensive risk assessment to support the existing individual risk assessment of the young person
- Risk assess, travel, destination, accommodation
- Ensure that the young person and staff supporting the trip have adequate travel insurance
- Ensure that there is adequate finances in place for cases of emergency
- Check government website to ensure that the country of destination is deemed as safe to travel too
- Discuss and seek agreement with the LA, who may have designated authority
- Ensure that there is written agreement from the Head of service
- Discuss with parents, who may have designated authority