

St. Joseph's Specialist Trust



Christ in Our Lives
No Limits ... Just Possibilities
Registered Charity Number 117988



Springvale Supported Living

Statement of purpose

St Joseph's Specialist Trust

Health and Social Care Act 2008

Date document last reviewed / updated

October 2024

There is detailed guidance to help you fill in this template in the document: 'Introducing a new statement of purpose for providers of services for people with a learning disability'. Please read the guidance before you start to fill in this template to ensure that you submit a statement of purpose that fulfills the requirements set out in the **Health and Social Care Act 2008, Regulation 12, schedule 3** and the **Care Quality Commission (Registration) Regulations 2009**.

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Section 1: Provider's name, legal status and contact details

1.1 Provider's name and legal status				
Full name of provider	St Joseph's Specialist Trust			
Name trading under (if different to the above)	St Joseph's Specialist Trust			
CQC provider ID	1-365718202			
Legal status	Individual	<input type="checkbox"/>	Partnership	<input type="checkbox"/>
			Organisation	<input checked="" type="checkbox"/>
Registered company No. (where relevant)				
Registered charity No. (where relevant)	1177680			

1.2 Provider's address			
Business address	St Joseph's Specialist Trust Amlets Lane		
Town/city	Cranleigh		
County	Surrey	Postcode	GU6 7DH
Business telephone	01483 272449		
Email	aday@st-josephscranleigh.surrey.sch.uk		

1.3 Board or governing body members, partners and Nominated Individuals	
Full name	Alan Michael Day
Role	Nominated Individual
Any additional responsibilities	Director of Care Services
Full name	Dominic Gorton
Role	Trustee
Any additional responsibilities	Chair
Full name	Martin Hill
Role	Trustee
Any additional responsibilities	Safeguarding Link
Full name	Simon Patrick Charleton
Role	Trustee
Any additional responsibilities	
Full name	Fr Jonathan Michael How
Role	Trustee
Any additional responsibilities	
Full name	Richard Boyle
Role	Trustee
Any additional responsibilities	
Full name	
Role	
Any additional responsibilities	
Full name	
Role	
Any additional responsibilities	
Full name	
Role	
Any additional responsibilities	

Continuation pages for 'board or governing body members, partners and Nominated Individuals' can be downloaded from the website page where you found this form.

1.4 Registered managers' details			
Full name	Angela Hammond		
Business address	Springvale, New Park Road		
Town/city	Cranleigh		
County	Surrey	Postcode	GU6 7HJ
Business telephone	01483 275907		
Email	ahammond@st-josephscranleigh.surrey.sch.uk		
Full name			
Business address			
Town/city			
County		Postcode	
Business telephone	1		
Email			
Full name			
Business address			
Town/city			
County		Postcode	
Business telephone			
Email			
Full name			
Business address			
Town/city			
County		Postcode	
Business telephone			
Email			

Continuation pages for 'registered manager's details' can be downloaded from the website page where you found this form.

1.5 Provider description

(Including details of service, e.g. NHS, private company, voluntary organisation, charity)

St Josephs Specialist Trust is a co-educational residential and day school catering for children between the ages of 5 – 19 who have moderate, complex and severe learning difficulties. St Josephs has excellent provision for learners, within the above categories, who are also on the autism spectrum. In May 2013 St Joseph's registered as a Children's Home to enable the provision of year round care for the learners.

St Joseph's is non-maintained and has full DCSF approval; currently dealing with around 16 local authorities and has built up a wide reputation for high quality provision for learners with complex special needs and autism. St Joseph's has been awarded it's Autism Accrediation.

In recognition to the shortfall in adequate supported living homes in our local area for those young people who are due to transition from full time education in to supported living or other services we opened our first supported Living service in 2012 and our second Service Longbarn in 2015. The demand for suitable Supported Living Services in our area is extremely high. For those transitioning from education in to Supported Living can be a very stressful time for the young person and their families who are trying to find a suitable home in a familiar area for their loved one. As a service provider we looked at the expansion of our service at Springvale Supported Living to provide a provision for 7 tenants from 6 tenants. This was all subject to the appropriate planning permissions and business continuity plans. Long Barn was de-registered in 2023 and no longer forms part of the supported living portfolio.

In March 2022 the building works at Springvale were completed making room for an extra tenant to join the other tenants at Springvale. The young person who joined Springvale was previously a looked after child at St Joseph's Specialist Trust and undertaking these works at Springvale meant we were in a position to facilitate another young person at Springvale. The tenant has now been residing at Springvale for several months and has settled in well and the transition to supported Living has been very successful.

The aim of supported living is to maximise the individuals full potential, by providing opportunities on a day to day basis. This is done through different activities, life skills as well as social opportunities, further education and getting in to employment, whether this is paid or voluntary. This is done through staff working closely with the tenants and ensuring that they are supported in the right way to reach their personal goals and to live a fulfilled life.

Our Mission:

We have sound principles on the service we provide and deliver. Central to these is our belief that the rights of our tenants are paramount and their wishes, needs and aspirations should shape the service we deliver. Therefore our mission is based on treating others the same as one would like to be treated, the tenants should have potential control of the service they receive. This is encompassed by the highly dedicated, caring and skilled staff team we employ to deliver this service.

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Section 2: Aims and objectives

Provider's aims and objectives for the quality of care.

(Philosophy of care, culture of service delivery, how staff will be supported, sustainability and financial stability, staying up to date with best practice, demonstrating continuous improvement.)

The service provided is tailored to the individual and may include practical assistance with personal care tasks, a wide range of daily activities, finances and benefits and support to accessing volunteering and work opportunities as appropriate for each individual. Each individual is fully supported to make their own choices, live the lives they want to and achieve fulfilment.

Aims and Objectives:

- We will ensure that all people that use our service are in control of the support and care they receive. Tenants, their families and/or representatives and any external stakeholders as appropriate are involved in individual support and care planning in order to ensure that the needs, wishes and preferences of the tenant are met.
- We will review all support plans and risk assessments frequently with tenants, their families, external stakeholders and staff to ensure that quality standards are met and that those using our services are satisfied and confident of the standard of care they receive which maximises their ability to achieve.
- All new staff employed at St-Josephs, Supported Living sector will work through The Care Act 2015, staff that have completed the Care Act 2015 in a previous placement will still go through some core standards in The Care Act 2015. This will be part of the induction process and incorporated through daily practices.
- We aim to ensure that tenants are supported to develop their independence and maximise their potential through a variety of opportunities including work, further education and developing life skills.
- We will support and aid tenants to communicate their own needs and wishes to ensure that the care we provide meets their needs and expectations. In order to do this trained staff will use techniques tailored to the individual including Makaton signing, PECS and/or other appropriate communication aids as necessary.
- We will provide the necessary level of support for each individual in order that they may develop their own interests, access and become fully integrated into their local community and develop their communication and social skills.
- We will ensure that those supporting tenants are fully trained and inducted, regularly supervised and have completed or be working towards the minimum of a QCF level 2/3 qualification in health and social care. All staff are required to be committed to providing the best quality, personalised support to each individual.
- We will gain feedback from the tenants that use our services and their families and/or representatives as appropriate. We will go through a variety of means including face to face meetings, satisfaction surveys and through fostering an open and honest culture in which all feel able to discuss any issues they may have. We will then use the results to make immediate changes when required and appropriate.

St Joseph's has a board of governors who are involved in strategic planning and financial management. A supported living committee feeds into the governing body and will report on operational and strategic elements.

*The governing body ensure the school and its activities adhere to the business plan and remain financially viable as an organisation whilst delivering its aims and objectives. The

supported living houses are a separate activity to the school and are accounted for separately. Springvale and Longbarn have 100% occupancy at present.

We are working with the guidelines of the Key Lines of enquiries which incorporate the full CQC regulations.

1. Safe - We will protect our tenants from abuse and avoidable harm.
2. Effective - We will aim to deliver effective care, treatment and support to achieve good outcomes. We will also help our tenants maintain a good quality of life which will be based on the best available evidence.
3. Caring - We will ensure that staff treat our tenants with compassion, kindness, dignity and respect and involve the tenants in all aspects of their care (where possible).
4. Responsive - We will ensure that the service is organised to meet our tenants needs.
5. Well-led - We will aim to lead and manage the governance of the organisation to make sure its providing high quality care that is based around our individual tenants needs, wishes and preferences. We will also ensure that we encourage learning, innovation and implement an open and fair culture.

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Section 3: Description of service

Provider's capacity and capability to ensure compliance with the regulations when providing services for people who use them.

(What services are provided, who for, how the will provider work with others, how people who use services will be involved in shaping their care, how will people be safeguarded, how outcomes will be achieved.)

The supported living provision provides support in all aspects of life tailored to the needs and wishes of the individual. Support plans are developed in consultation with the individual, their family and/or representatives, staff who work closely and other relevant persons involved. Comprehensive risk assessments are in place for all tenants and reviewed regularly with all relevant stakeholders to ensure that tenants are kept safe; however we are also committed to ensuring that we are not risk adverse. We believe that positive support that recognises the rights of the individual will unavoidably carry with it elements of risk; over protecting our tenants from the hazards of daily living will prevent them from experiencing risk taking which is essential for human growth and development.

We are committed to ensuring that the service provided is the very best it can be which involves regular monitoring of the service in order to identify where improvements can be made. Meetings are held regularly and all are encouraged to share their views regarding what is and is not working well and therefore where improvements can be made; currently these meetings are attended by staff although they are always open for tenants to attend when they wish. The families and representatives of the tenants have developed a support group; sometimes this is attended purely by the families and representatives and sometimes the management team also attend to answer any questions and gather feedback. All families are in regular contact with the management team as well as key workers and other support workers from both Supported Living houses and support workers are all confident that any suggestions, queries or concerns they have will always be taken seriously and acted upon in a timely manner. We work closely with other stateholders to ensure that each individual receives the support and care they need; some of these professionals include GPs, the local learning disability team, SALT, Occupational therapists and learning providers.

All staff are fully trained to recognise and respond appropriately to any form of abuse or suspected abuse. The nominated individual has the role of safeguarding officer and the registered manager always takes any concerns seriously. An accessible complaints procedure is in place which includes pictorial and symbolised versions. Tenants are fully supported to report concerns and have as much control as they are able and want to over their lives and the support they receive.

St Joseph's Specialist Trust have organised weekly welfare meetings to both supported Living homes to be incorporated under the wider organisational umbrella. In these meetings there is a range of professionals available from the school to, professionals such as: behaviour specialist, SALT, SENCO, Director of Care Services and Executive Principle of the school. At these meetings both homes have the opprotunity to discuss and share any progress or concerns. This unites the supported living homes with the school allowing all stakeholders to be on the same page.

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Section 4: Where services are offered

Places at or from which services are being delivered, including but not limited to places that fit CQC's definition of a location but wider, for example, clinics and other satellite sites from where, or at which, regulated activities are provided.

Individual addresses for residences where service is provided in people's own homes are not required, and should not be included for data protection reasons.

The information below is for place No:	1	of a total of:	2	Places where services are delivered
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4.1 Site details of the place of service

Name of place	Springvale Supported Living
Address	Springvale, New Park Road Cranleigh Surrey
Postcode	GU6 7HJ
Telephone	01483 275907
Email	ahammond@st-josephscranleigh.surrey.sch.uk

4.2 Description of the place of service

(The premises and the area around them, access, adaptations, equipment, facilities, suitability for relevant special needs, staffing & qualifications, service user groups, relevant activities and service types carried on here etc.)

Springvale Supported Living is situated within close proximity to the centre of Cranleigh with access to all local amenities and direct public transport links to the towns of Guildford, Horsham and beyond. Springvale provides support for seven young adults who are on the autism spectrum with learning difficulties, complex and challenging needs to integrate into their local and wider community and live the lives they want to. The tenants all receive 1:1 support to enable them to participate in and have access to a wide range of activities of their choice, it is vital that we provide them with opportunities to develop their skills and achieve their aspirations. 24 hour staffing is in place, with support staff holding or working towards QCF diplomas levels 2/3 in Health and Social Care. The registered manager holds a Level 5 Diploma in Leadership for Health and Social Care - Adults' Management, staff continued professional development is encouraged and recognised as key to developing and improving the service and the care we provide. Springvale Supported Living opened in July 2012 and is registered with the CQC for the the regulated activity of personal care, we last had a CQC inspection in January 2022 and received good in all areas

A vital part of supported living is to support the tenants with new experiences and opportunities and having the means and access to do this with such good proximity to bus links makes this very viable. The tenants are supported to make bus journey and train journey to reach their intended

Staff:

We share a commitment to building and maintaining a skilled team of support workers in which each person is respected and recognised as a valuable member of the team; with diversity celebrated and the particular skills and attributes of each member of the team utilised to provide the very best support. The entire staff team shares the same objective of providing the highest possible level of support and upholding a culture in which reflection and improvement is second nature. All members of staff receive regular supervision from a nominated member of the management team who ensure that they keep up to date with best practice and changes in legislation.

All new members of staff receive a comprehensive induction including accredited training, a workbook and substantial opportunity to shadow and be mentored by experienced members of staff. All staff are also expected to engage in continual professional development and hold or be working towards a minimum of a QCF Level 2 Diploma in Health and Social Care with opportunity to gain a Level 3 Diploma and other relevant qualifications.

Qualifications and Training undertaken

Level 2 or 3 in Adult Social care

Mental Health Awareness First Aid

Safeguarding Fire training

Health and Safety Team Teach

Infection Control Manual Handling

COSHH Nutrition and Diet

Handling of Medication Covid-19/Pandemics

Food Hygiene Diversity and Equality

Needs and Risk Assessment:

During an initial assessment before we provide our service we will ensure that the needs, wishes and preferences of the tenant and their risks are thoroughly assessed. We aim to ensure the care and support we deliver meets the assessed needs of each of the tenants. We

will ensure that the needs and risks are re-assessed regularly and that the care and support we provide are flexible to changing needs.

No. of places / overnight beds	7
Length of expected stay (approximate)	Continual
Registered managers at this place of service	Angela Hammond

Additional 'where services are offered' sections can be downloaded from the website page where you found this form.