

# NORTHUMBERLAND

Northumberland County Council

For an informal discussion about  
the service please contact  
Susan Ghulam  
(registered manager) on  
01665 605921  
07770643900

Or email  
[susan.ghulam@northumberland.gov.uk](mailto:susan.ghulam@northumberland.gov.uk)

All referrals to Barndale should be  
made via the Disabled Children's  
Team on 01670 516131



## Barndale Short Break Parents/Carers Guide



Barndale Short Break also provides an independent person to visit the home once a month,

They will be very happy to meet and talk to you.

Northumberland County Council has identified Alyson Purvis and Tonia Chirnside as the new Regulation 43 inspectors.

Tonia can be contacted by:

Telephone: 01670 623293

Email: [Tonia.chirnside@northumberland.gov.uk](mailto:Tonia.chirnside@northumberland.gov.uk)

Alyson can be contacted by:

Telephone: 01670 622791

Email: [Alyson.purvis@northumberland.gov.uk](mailto:Alyson.purvis@northumberland.gov.uk)

## Complaints and Compliments

If there is something you are not happy with then please let the staff know. We are here to help and want to ensure the best standards of care for your child.

If you want to speak to the Barndale Manager please contact Susan Ghulam on 01665 605921  
Or 01665 606821

You can also email Susan at  
Susan.ghulam@northumberland.gov.uk  
You could also contact your social worker.  
Or you can contact Client Relations  
Tel: 01670 628888/0800373615

Or if you would rather speak to someone who does not work for Northumberland County Council, you can get in touch with Action For Children - Tel: (0191) 2724990  
Or contact OFSTED on 0300 123 1231

## Welcome to Barndale Short Break!

Barndale short Break is a overnight respite service for children and young people with moderate to severe learning difficulties.

We look after children and young people between the ages of 6 and 17 years.

The service is based at Barndale House School.

We also run a play scheme twice per month which is based in the ground floor of the building. This allows access to wheelchair users.

## Statement of Purpose

Our Statement of Purpose explains about the service. It explains the aims and objectives of the service alongside the predicted outcomes. This also informs you of those responsible for managing the service. The statement of purpose also contains information of the current staff team. If you wish to see a copy of our statement of purpose, please ask a member of staff. An electronic version of the statement of purpose is available on the school website.

## **Inspection process**

We are inspected by OFSTED.

We have a full unannounced inspection and an interim inspection every year.

Your child will receive a copy of the findings.

The reports are also uploaded onto the school website.

## **"Where is Barndale?"**

Barndale is a short walk from the centre of Alnwick.

Our address is...

**Barndale Short Break**

**Howling Lane**

**Alnwick**

**Northumberland**

**NE66 1DQ**

You can call us on

**(01665) 605921**

## "Positive environment"

It is important that young people are encouraged to behave appropriately to make living together easier and more enjoyable.

- ◆ We discourage young people from going into other young people's rooms unless they are invited;
- ◆ We encourage young people to knock and wait before going into bathrooms, toilets etc.;
- ◆ We discourage young people from hitting or shouting at other young people or staff;
- ◆ We discourage young people from anything that would be deemed as breaking the law.

## SAFEGUARDING

We ask that you inform us of any bruises or marks, prior to their stay.

It is our Safe guarding policy to record any unexplained marks and bruises and pass this information on to social worker and EDT.

We will also notify you of any accidents or bumps that your child has been involved in whilst staying at the service.

To safeguard young people the school has installed a swipe card system at the entrance. This is to avoid the young people leaving the building without our knowledge.

## The staffing structure

The staff are here to look after you during your time at Barndale.

1 Manager

1 Team leader

2 shift co-ordinators

5 residential support workers

Whilst your child is at Barndale they will be allocated a keyworker.

The keyworker will provide reports for review meetings and work closely with your child to ensure that their needs are being met.

## "Overnight facilities"

There are 6 bedrooms which are nice and bright.

When ever the bedrooms are redecorated the young people are always consulted on their preferred colour scheme.

Your child is encourage to bring some of their things from home, to help them to settle.

All young people are asked to choose a bedroom, before their first overnight stay. this choice will be upheld on future visits whenever possible.

Your child will be asked to choose their own quilt cover prior to their first overnight stay.

## “What will my child do at Barndale Short Break?”

Your child will have the chance to choose and join in a lot of activities while staying at Barndale.

They will also have the opportunity to spend time with their peer group and establish friendships.

Our minibus is used to take the young people to places like parks, beaches and bowling.

We also like to use public transport to get around which can be lots of fun!, especially trains.

Some of our indoor activities include games, music, computer consoles, TV and DVD.s, cookery, sport, arts and crafts.

On the second visit, your child will be invited to stay for between half an hour to an hour.

We will expand on the visits until we all feel that your child is ready for to stay overnight.

We will organise an admission meeting before your child has their first overnight stay.

This will be attended by yourself, social worker and Barndale Manager or a team leader.

The 'about me' will be updated to formulate a current care plan.



## Transition into service

We want to ensure that your child's transition into the service is successful.

We will ask you to complete an 'about me' questionnaire that will help to formulate their care plan.

This ensures continuity of care and ensures we uphold your child's likes and avoid dislikes.

We will begin the introduction to the service with a short visit with yourself and child to look around.

The visits will also form part of the assessment process to ensure that the service are able to meet the needs of your child.

## Facilities at Barndale

The service is predominantly based on the upstairs of Barndale school.

There are 2 bathrooms, which have been decorated with consultation with the young people.

There are also separate girls and boys toilets and shower rooms.

There is a toy filled living room with a large television.

There is also a well stocked shelf of DVD's which are being regularly updated by the young people.

The kitchen and dining room are clean, and child friendly. The young people have chosen pictures and posters to brighten the rooms.

There is an extensive outdoor play area that is regularly used by the young people.

Your child will enjoy picnics and games in the outside area.

There are outdoor gardens including a sensory garden.

We have bikes and scooters which are usually well enjoyed.



## HEALTH AND SAFETY

To ensure the safety of your child we ensure our high standards are maintained through regular management checks and rigorous risk assessments.

All the Barndale staff team are suitably trained with regular training organised by the unit Manager.

We ensure all the team are trained in physical intervention, In case there is a requirement to hold your child for their own safety or the safety of others.

We have a very low rate of physical intervention use. We have in-depth care plans, which includes a behaviour management plan,

If it is felt your child may require a physical intervention, we would work together to devise a physical intervention plan.

The building has regular safety checks.

The staff team and young people also undertake fire drills., at least twice per year.

All staff have first aid , food hygiene and fire warden training.