

# RESIDENTIAL INFORMATION

**Location:** 181 – 183 Carlton Road, Worksop, Nottinghamshire, S81 7AD  
**Tel:** 01909 473831

**Registered Manager:** Marion Ingremeau  
**Email:** [marion.ingremeau@aem.org.uk](mailto:marion.ingremeau@aem.org.uk)



**Registered Provider:** Autism East Midlands  
Unit 31, Craggs Industrial Estate, Morven Street, Creswell  
Worksop, Nottinghamshire, S80 4AJ

**Responsible Individual:** Ben Brown, Head of Quality and Operations  
**Tel:** 01909 506678  
**Email:** [ben.brown@aem.org.uk](mailto:ben.brown@aem.org.uk)

## **Mission Statement**

Autism East Midlands is a registered charity whose stated objective is:

***To ensure that people resident in the Autism East Midlands area whose lives are affected by autism or a related condition, receive services most appropriate to their needs and, as a result, enjoy the highest possible quality of life.***

## **Regulated Activities Personal Care and Accommodation**

**Range of needs:** People with aspergers and Autistic Spectrum Condition and related challenging behaviours.

**The Units Organisational Structure within both 181 and 183: -**

- |                        |                        |
|------------------------|------------------------|
| ➤ 1 Registered Manager | ➤ 2 RSW II – Part Time |
| ➤ 2 RSW II – Full Time | ➤ 7 RSW I – Part- Time |

**Staff Experience:** The staff team at 181 – 183 Carlton Road has a wealth of knowledge and experience in a variety of care settings. Training needs and requirements are monitored through staff supervisions and annual appraisals.

The criteria used for admission to 181 – 183 Carlton Road are set out in our Admissions Policy. All admissions are pre-arranged.

Carlton Road is divided into two separate houses with differing levels of support requirements in each house. The four service users residing in 183 are living semi-independently, whereas the service users residing in 181 need more staff support to achieve positive daily outcomes.

Resulting in a varied range of support needs which are dealt with on an individualized basis by the Staff team through Care plans, Risk Assessments and Crisis, Aggression, Limitation and Management (CALM) which is a Positive behavior Support model.

**Relevant Qualifications of Staff Team:** All permanent & relief staff members attend the following mandatory training in a calendar year.

- |  |                                       |
|--|---------------------------------------|
| • Over 50% of the staff team have either NVQ levels II, III, and IV or equivalent. | • Health and safety at Work           |
| • DOLS / MCA   | • Food Hygiene/ Infection Control     |
| • Communication  | • Speech and Language Therapy         |
| • Autism / Asperger specific Training  | • Fire Training                       |
| • Administering Medication   | • CALM – theory / practical           |
| • First Aid  | • Manual handling/ Risk Assessments   |
| • Service users are supported to attend training if they wish to.                  | • Equality & Diversity / Safeguarding |

The people we support may show the following characteristics

- Lack of theory of mind
- Cognitive problems
- Difficulty in dealing with, expressing and recognising emotions
- Impairment of social skills
- Impairment in communication
- An inability to retain information
- An inability on the part of the service user to understand the impact of their behaviour and its possible effect on others.
- Inability to recognise dangers
- Challenging and ritualistic behaviours
- An inability to interact appropriately with others

## **181 / 183 Carlton Road**

**Age Range / gender of Service Users:** Carlton Road caters for the needs of 9 male service users.

### **Building Specifications:**

#### **181 Ground Floor: -**

- Walled Front Garden
- Off road parking for 1 vehicle
- Entrance Hall
- TV lounge
- Kitchen / Dining room
- Music room / Relaxation Lounge
- Bedroom
- Laundry with COSHH Storage
- Office / Sleeping in room
- Enclosed back garden / Patio / Decking

The kitchen, lounge, bathrooms and gardens are all communal areas.



#### **181 1st Floor: -**

All bedrooms are private to each individual Service user. The bath and shower room are communal.

- 2 Bedroom with washing facilities
- 2 Bedrooms
- Registered Managers Office
- 1 bathroom with toilet
- 1 Shower room with toilet



## **183 Carlton Road**

#### **183 Ground Floor: -**

- Walled front garden
- Off road parking
- Entrance Hall
- Lounge
- Kitchen / Dining Room
- 1 En – suite bedroom
- Laundry
- Garage ( Storage)
- Enclosed back garden with orchard

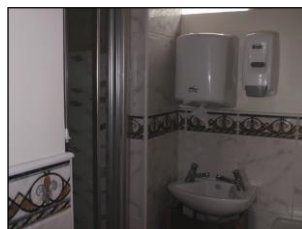
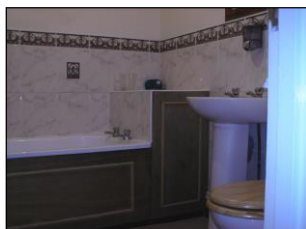
The kitchen, lounge, bathrooms and garden are all communal areas.



183 1<sup>st</sup> Floor: -

All the bedrooms are private to each individual service user. The bath and shower room are communal.

- 3 bedrooms with washing facilities
- 1 Bathroom with toilet
- 1 Shower room with toilet



The Registered Manager administers both 181 – 183 Carlton Road on a day-to-day basis. The Registered Manager reports and is accountable to the Autism Practice Lead.

The aim of the staff team at 181 – 183 Carlton Road is to meet the needs, whether social, emotional, physical or spiritual, of our service users through Person Centred Planning. Care Plans are developed in conjunction with Day Service providers to ensure consistency of support and individualised care. The plans are tailored to focus on both autism and the service user's specific needs in a manner suitable to or on a level to the personal attainment of the individual.

Typical support plans would cover areas such

- *One page profiles*
- *Person centered planning*
- *Positive Behavior support plans*
- *Independent support plans, risk assessments & Capacity assessments, best interest decisions*
- *Speech & Language / Psychology correspondence, Family information & reviews*

The staff team use these support plans to deliver high quality and personalized support.

The staff team at both 181 - 183 Carlton Road provides support with personal care in line with the individual support needs of the service user. These needs are documented in Positive behavior Support plans, with the emphasis being placed on the maintenance of the service user's dignity and privacy at all times. As the unit does not provide nursing care.

## **Activities**

181 – 183 Carlton Road offers a wide range of social activities, including meals out or trips to local clubs or pubs and theatres. Service users are supported to pursue hobbies and leisure interests of their choice in a person centered manner.

Service users' religious beliefs are catered for. The staff team at 181 - 183 Carlton Road ensures service users are free to attend religious services of their choice.

Where service users are unable to attend religious Services unsupported a staff member is designated to support them.

## **Involving the people we support**

The operation of 181 – 183 Carlton Road is the overall responsibility of the Registered Manager. Views and ideas are listened to, and where possible acted upon. Service users are supported to choose décor and colours each individual's room is decorated to their particular requirement. Family views are important and contribute to creating a home for our service users. This is supported by the organizational approach to 'Service User Voice'

## **Menus and Food**

The service user's individual dietary needs – ethnic (maybe use 'cultural' to describe this) and vegetarian meals are incorporated into the weekly menus of which service users are supported by staff with menu choices on a daily basis. The choices are presented in verbal, written and pictorial format.

181 – 183 Carlton Road has excellent family liaison. Parents / carers attend reviews and have regular telephone contact with the key worker and other staff members whenever required. Arrangements are made for family home visits, which are appropriate for both the service user and their families.

## **Complaints**

If there are any complaints, these can be made in person to the Registered Manager, who will in turn provide people with a copy of the Autism East Midlands Complaints Procedure. Copies of the Complaints Procedure and the telephone number and address are displayed on the walls of both 181 - 183 Carlton Road, in the entrance halls in a pictorial format.

## **External Links**

All service users at 181 – 183 Carlton Road have an annual review, others may be more frequent. These are attended by parents, key workers, day service and residential team members and the relevant adult social care representatives and any other invited party with an interest in the individual. Agreed actions from reviews are undertaken with checks on progress at subsequent reviews.

The Registered Manager and staff members at 181 – 183 Carlton Road are able to draw on Psychology and Speech & Language Therapist services, to ensure regularity and continuity of support. Access to Epilepsy, Diabetic and Dietary consultants are gained through G.P's referral.

## **Health and safety**

The fire precautions and procedures are displayed around 181 – 183 Carlton Road. Inspected annually by Nottinghamshire Fire and Rescue Service and have two designated and trained members of staff who undertake the role of Fire Marshals. All staff are trained in fire prevention and undertakes weekly inspections and checks. All Staff undertake mandatory fire training & 6 monthly evacuations; all service users take part in a fire evacuation at least once a month.

## **Respect and Dignity**

Maintaining the privacy and dignity of the service users we support is paramount. The Registered Manager ensures that this is sustained and organise regular support time with each staff member to ensure good practice. The well being and personal development of our service users is our under laying ethos. All service users are given the time and respect to achieve their particular level of attainment. We promote the right to choice, equality and diversity, opportunity, support and with careful consideration regarding support and planning and risk management.