

SAMPLE – Ready2Comply

FREE SAMPLE

Supported Accommodation Registration and Policy Set (16-17)

What's in the full version

- **Statement of purpose template**
- **Workforce plan template**
- **Safeguarding and child protection policy**
- **Missing child policy**
- **Behaviour management policy and restraint record**
- **Contingency plan policy**
- **Location assessment template**

Pages in this sample

– Statement of purpose template (page 2)
– Restraint record (regulation 22) (page 3)

About this statement

This statement of purpose describes [Organisation name]'s supported accommodation for young people aged 16 and 17 who are looked after or are care leavers. It is reviewed at least [annually] and whenever the service changes, and a copy is available to young people, their social workers, families and Ofsted.

> **Guidance:** Regulation 9 lists what the statement must cover. Keep it factual: what you offer, for whom, where and how. Avoid promises you can't evidence. Check the full text of regulation 9 for any further requirements, such as keeping it under review and making it available.

1 Purpose, ethos and aims (9(1)(a))

[Our purpose, ethos and core aims, in two or three short paragraphs. What do we want young people to achieve while they live with us?]

2 Category of accommodation (9(1)(b))

Category	Do we offer it?	Details
Single-occupancy	[Yes / No]	[e.g. self-contained flats]
Group living	[Yes / No]	[e.g. shared house, number of young people]
Lodgings	[Yes / No]	[e.g. room in a host's home]
Floating support	[Yes / No]	[where support is provided to young people in their own accommodation, if this applies]

3 Services we provide (9(1)(c))

- [Key work and support planning]
- [24-hour access to help in a crisis – describe how]
- [Independent living skills]
- [Education, training and employment support]
- [Health and emotional wellbeing support]
- [Other services]

4 Who we accommodate (9(1)(d))

	Details
Age range	16 and 17 (and [18+ care leavers, if applicable])
Number of young people	[Total, and per property]
Sex	[All / male / female – and how mixed accommodation is managed]
Needs we can meet	[e.g. young people working towards independence; those with lower-level emotional needs]
Needs we cannot meet	[Be honest – e.g. young people who need constant supervision or care]

SAMPLE – Ready2Comply

FREE SAMPLE · 3 sample pages · Full version at ready2comply.co.uk

Appendix A — Restraint record (regulation 22(2))

Complete within 24 hours.

Young person's name	
Date, time and location	
Behaviour leading to the measure	
Description of the measure and duration	
Methods used or steps taken to avoid it	
Who used it, and others present	
Effectiveness and any consequences	
Injury to anyone, and medical treatment given	
48 hours: manager spoke to young person and signed (name, date)	
5 days: confirmation young person spoke to agree accuracy (name, date)	
Ofsted notification considered (reg 27)	

SAMPLE – Ready2Comply

FREE SAMPLE · 3 sample pages · Full version at ready2comply.co.uk