

Building A Positive Care Environment Policy

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Policy Intention

Hand in Hand Home and Community Care (VIC) is committed to providing high quality, responsive, client focused care to all people, including children, in its services with a focus on care, quality, innovation and excellence.

Hand in Hand Home and Community Care (VIC) will provide an environment for its clients, including children and young people that is free of violence and exploitation and will provide services that foster their health, developmental needs, spirituality self-respect and dignity.

Procedure

The Hand in Hand Home and Community Care (VIC) staff will:

- Assess the environment against the child or young person's needs prior to placement to ensure an appropriate placement and regularly reviewed
- Complete an assessment of the child or young person's needs at enrolment and regularly through their placement.
- Adjust the environment based on each individual child and young person's needs and ensure that the environment is regularly reviewed to be meeting their needs.
- Ensure consistent staffing and rostering to support as stable an environment as possible.
- Ensure that a child or young person's personal belongings are incorporated in the space. Where these aren't available, the house coordinator will support the child or young person to access some items of high interest to them to place in the environment.
- Support the child or young person to personalise the space when they enter the program.
- Be responsive to the ever-changing needs and interests of the children and young people in its care, ensuring that environments are altered as required.
- Ensure that the environment is equipped with a range of age appropriate activities that the child or young person is supported to use.
- Use the weekly planner with the child or young person (at their developmental capacity) to include age appropriate activities and experiences across the week.

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Owner: Management Policy Number: Version: 1

Effective: Review Date:

- Use positive behaviour support strategies to guide children and young people's behaviour.
 - Follow the mandated guidelines, legislation and policies when requesting and exchanging information.
 - Document the social and medical history of a child or young person (and his or her family)
 - Attend relevant training in attachment theory and trauma informed practices and supported to implement when working with children and young people.
 - Complete regular hazard checks in line with the Work Health & Safety Policies
 - Work collaboratively with all relevant agencies involved in the child or young person's life.
 - Work in an integrated way with all other services and departments to ensure consistency of care and best practice.
 - Ensure that all incidents, injuries and illnesses are reported in line with the Work Health & Safety Policies.
 - Ensure that documentation from planning and goal setting reflects the views of the child or young person.
 - Include the child or young person in decision making based on their developmental capacity
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Supporting of Relevant Legislation

- Children and Young Persons (Care and Protection) Regulation 2012
- Children and Young Persons (Care and Protection) Act 1998
- NDIS Quality & Safeguards 2018