



RICHMOND HOUSE SOCIAL CARE RESIDENTIAL

Location Risk Assessment

BUDLEIGH HOUSE

SUSWORTH, MESSINGHAM, DN17 3AS



Richmond House | 96 Main Street, North Frodingham, Drifffield, East Riding of Yorkshire YO25 8LJ

Budleigh House

Susworth, Messingham, DN17 3AS

2026 – 2027

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Executive Summary

Key improvements include:

1. Updated legislative references (KCSIE 2026, Working Together 2026, Children's Wellbeing and Schools Act 2026)
2. Enhanced safeguarding sections with specific reference to new statutory requirements
3. More detailed risk assessment tables with updated review dates
4. Expanded CCTV policy with enhanced security measures
5. Improved fire risk assessment with more comprehensive controls



Introduction – Legislative Background

Our vision is to provide children and young people with the confidence, skills and ambition to achieve a successful and productive life. We aim to ensure they leave us with opportunities and are able to become positive members of their communities.

To do this, we have principles that underpin our policies, practices and everything we do:

- Everyone can learn, achieve, and have the potential to be successful.
- Positive relationships are key to success and are underpinned by mutual trust, respect, and care for one another.
- Taking part in family or community-based activities
- Making new friends
- Gaining independence
- Broadening their horizons

All children, whether they are looked after or with their parents, need to feel safe in the area surrounding their home. Just as any parent would want their child to live in a safe area so too will the local authorities who place children into a children's home for respite and Short Break. Public and media attention has focused on the physical environments of children's homes. However, it is not always straightforward to define a 'safe' area. Location safety can change rapidly and may depend on the vulnerabilities of particular children. Indeed, some individual children may themselves heighten risks in an area if they have particularly risky behaviours.

A home may be located in an area with some local risks, and still be 'safe' if these are managed well, arrangements are made to keep children safe and placement decisions take account of these risks. Consideration of risks in a local area and what steps should be taken to mitigate these should be part of the care planning and placement decision process. Social workers should be responsible for assessing local risks and making judgments about safe locations before placing the child.

The availability of support and services in the local area (e.g. education, health, CAMHS), as well as risk factors, should be considered before the placement is made. There has been in the past a lack of clarity about who must take responsibility for ensuring children's homes are located safely – including the roles of placing LAs, host LAs, LSCBs and providers themselves.



The Legal Basis for Short Breaks

Part 3 of the 1989 Act sets out local authorities' powers and duties to provide support services for children in need and their families. The definition of children in need includes children who are disabled within the meaning of the 1989 Act (section 17(11) states: '... a child is disabled if he is blind, deaf or dumb or suffers from mental disorder of any kind or is substantially and permanently handicapped by illness, injury or congenital deformity...')

Short breaks can be provided by local authorities through the use of their powers under:

- section 17(6) of the 1989 Act, which grants local authorities the power to provide accommodation as part of a range of services in order to discharge their general duty to safeguard and promote the welfare of children in need; and
- section 20(4) of the 1989 Act, which grants local authorities the power to provide accommodation 'for any child within their area (even though a person who has parental responsibility for him is able to provide him with accommodation) if they consider that to do so would safeguard or promote the child's welfare'.

Local authorities should always be clear about the legal basis on which services are provided. Their decision to provide a short break under section 17(6) or under section 20(4) should be informed by their assessment of the child's needs and should take account of parenting capacity and wider family and environmental factors, the wishes and feelings of the child and his/her parents and the nature of the service to be provided.

Our Responsibility at Budleigh House

Description of the Home

Richmond House Social Care Services is a Community Interest Company (CIC) no. 11154305 regulated by Care Quality Commission (CQC) number 1-4810888111, a not-for-profit social enterprise runs for the benefit of the community to provide social care services in their own homes or communities in Yorkshire and Humberside region or at Richmond House facilities managed in the headquarter located at 96 Main Street, North Frodingham, East Riding YO25 8LJ for daycare this is due to the closure of all children resources as a result to COVID-19 pandemic. Intend to deliver services which provide additional health and social care capacity in an area; and contribute to the control of the outbreak of COVID-19 or the treatment of people who have contracted the illness.



RICHMOND SOCIAL CARE SERVICES

Richmond House Social Care Residential Ltd was established on 05/11/2021 for Alternative Provision services managed by the Registered Manager Mrs Hala Okasheh (Hala@rhscs.org.uk) directed by the Head of Service Mr Jay Al Karaki (Jay@Rhscs.org.uk). The provision is a continuation of support delivered by the Richmond House Social Care Services teams.

In December 2021, Richmond House Social Care acquired its initial property, Richmond House Lodge, which offers daycare and personal care services regulated by the Care Quality Commission (CQC). Subsequently, on 21/09/2022, the addition of Budleigh House expanded its portfolio to include further provision of daycare and personal care, also regulated by the CQC. In April 2024, Richmond House formed a partnership with the City of Doncaster Council, enabling the provision of Lot One: Alternative Provision – Engagement/Reintegration and Lot Two: Alternative Provision to Support Specialist Education Needs and Disabilities (SEND).

Budleigh House, situated in the North Lincolnshire countryside, offers 6-8 places for Alternative Provision in Susworth, with the potential to accommodate up to 10 places. Budleigh House is located on East Ferry Road, DN17 3AS. Is only 7 miles to Gainsborough and 10 miles to Scunthorpe and almost 20 miles to Doncaster. Sitting on the banks of the river Trent, the property is ideal for exploring the wonders of North Lincolnshire such as Messingham Zoo, Gainsthorpe Medieval Village, Scawby Hall, and West Stockwith Lock, all within a few miles.

Budleigh House is set on 2.5 acres of grounds and dates back to the 18th Century. The house is full of character, beautifully decorated and tastefully furnished. The property provides the most wonderful backdrop suitable for fun days and team building, parties, and barbecues, this fantastic location can be adapted to suit the needs.

This grand, period property has a beautiful, gravelled drive boasting an ornamental centrepiece, that sets the scene perfectly for the opulent building and grounds. Surrounded by gardens to the east, south, and west, this glorious, white-washed property immediately inspires a feeling of the Mediterranean. Nestled in the North Lincolnshire countryside, it is only 18 miles to Thorne Doncaster seven miles to Gainsborough and 10 miles to Scunthorpe.



The north face of the house overlooks the river Trent and is complemented by several seating areas made available by local establishments along East Ferry Road. To the south of Budleigh House, there lies an expansive open garden, carefully designed to provide a safe and enjoyable space for children, featuring seating areas and serene venues in proximity to the hot tub with sail crossing. The garden is encircled by well-manicured hedges and fences, serving to establish clear boundaries for the residents and neighbours within the encompassing community. Facing southward, the property overlooks an open field with an access point located at the end of the garden, providing ingress to this expansive area.

Other than this delightful property the village itself has only residential housing and a highly popular holiday camp however is within easy reach of Scotter (school/local shops etc.), Scunthorpe and the historic town of Gainsborough. Other nearby points of interest include and not too far away are the Yorkshire town of Doncaster, Market Rasen with its popular racecourse and the beautiful walker's paradise of the Lincolnshire Wolds. The local road networks are very good with the M180, M18, A15 and a series of other 'A' roads providing access around this beautiful county.

Messingham and close to the City of Scunthorpe around 19 minutes or almost 10 miles following road B1450. These areas have the facilities to provide the children with opportunities that will support their interests and hobbies, offering a variety of venues to allow the children to engage with the communities that also surround them. Recreational clubs such as football, cricket, rugby clubs, equine centres and a variety of fitness and fun activities are available at Epworth Leisure Centre around 7 miles from Riddings Community Hub. Dancing, drama and singing classes are also available within the local community. A little further, Silica Country Park provides opportunities to support orienteering, water sports and walking clubs for children who have a desire to explore more outdoor activities.

Budleigh House: Risks and Risk Management

Budleigh House is situated on East Ferry Road, a tranquil, inclined thoroughfare leading into the countryside. It is nestled within a small residential community. Traffic within Susworth is generally minimal, with peak volumes occurring during the hours of the local primary school. The designated speed limit in this area is 20mph from 08:00 to 09:30 and 14:30 to 15:30; however, the speed in front of



Budleigh House is 60 mph. The causeway, where the home is located, is predominantly open for pedestrians and cyclists. Richmond House has advocated for the implementation of speed restrictions in the area and the reduction of the speed limit to 20mph around the residential vicinity.

Budleigh House is secured with a large gate leading to a driveway which accommodates the three operational vehicles by Budleigh House, allowing the staff members and the children to enter and exit the vehicle safely without impeding on the road.

The entire Susworth area, including its adjoining road, falls within a 30 to 60 mph speed limit zone, posing a significant risk of injury to residents due to high-speed traffic. This issue warrants immediate attention and potential measures to ensure the safety of all home users.

The home considers this risk to be medium-high

We will use keywords and educational opportunities to support our children in crossing and accessing the pedestrian areas in a safe and timely manner. Budleigh House also has a driveway which accommodates both of the home's vehicles. The driveway acts as a safe area to enter and exit the vehicles without impeding on the road to do this.

West Lindsey: Risk and Risk Management

In West Lindsey, the population size has increased by 6.7%, from around 89,300 in 2011 to 95,200 in 2021. This is higher than the overall increase for England (6.6%), where the population grew by nearly 3.5 million to 56,489,800.

Nearby areas like Lincoln and North Kesteven have seen their populations increase by around 11.1% and 9.5%, respectively, while others such as North Lincolnshire saw a smaller increase (1.3%) and North East Lincolnshire saw a decrease of 1.7%. As of 2021, West Lindsey is the second least densely populated of the East Midlands' 35 local authority areas, with an area equivalent to around two football pitches per resident.

West Lindsey compares. There has been an increase of 28.3% in people aged 65 years and over, a decrease of 0.1% in people aged 15 to 64 years, and an increase of 5.0% in children aged under 15 years.

Based on Census 2021 at West Lindsey maps



Education

- 22.9% of people aged 16 years and over in West Lindsey have no qualifications.
- 38.3% of people aged 16 years and over in West Lindsey have level 1, 2 or 3 qualifications.
- 10.1% of people aged 16 years and over in West Lindsey have an apprenticeship as their highest level of qualifications.
- 28.2% of people aged 16 years and over in West Lindsey have level 4 qualifications as their highest level of qualifications.
- 0.5% of people aged 16 years and over in West Lindsey have other qualifications as their highest level of qualifications.

Religion

- 37.3% with no religion
- 58.1% are Christian.
- 0.5% other religion

Gender

- 95.52% of people aged 16 years and over have a gender identity the same as their sex registered at birth.

Sexual Orientation

- 91.79% of people aged 16 years and over in Messingham, Scawby are Straight or Heterosexual
- 1.32% of people aged 16 years and over in Messingham, Scawby are Lesbian, Gay, Bisexual, or other (LGB+)

Ethnic Group

- 99.1% of people are white.
- 0.5% of people are Black, Black British, Caribbean, or African
- 0.5% of people are mixed or multiple ethnic groups.

Disability

- 7.8% of people are disabled under the Equality Act. Day-to-day activities are limited to a lot.
- 11.6% of people are disabled under the Equality Act. Day-to-day activities are limited to a little.
- 80.7% of people are not disabled under the Equality Act.



West Lindsey and its Wards have an accessible public transport route, which will connect to a variety of towns and the City of Scunthorpe. The risk calculation for West Lindsey will be based on the statistics using the resources Police UK and Safer North Lincolnshire websites.

1. Risk of Exposure to Drugs and Anti-Social Behaviour in Messingham Village and its Wards:

Within the Messingham area, anti-social behaviour is statistically one of the most frequent crime-related issues according to the Police. UK. There were 214 reports of anti-social behaviour between April 2018 and March 2019, making up 21% of all crimes reported during this time.

Budleigh House staff can reduce the risks of this area by holding regular key work encouraging the children to be part of a positive community and engaging in constructive activities within their neighbourhoods. There will also be key work completed in education surrounding drugs, maintaining positive relationships and the consequences of the negativity of such involvement. Further to this: additional work can be completed on anti-social behaviour and the management of this surrounding the needs of the child's risk assessment. Building independent time with the initial observations from staff will enable the home to identify whether the child manages free time well. Additional supportive measures also include regular checks both physically and via phone calls. This will be independent of each child and their individual risk assessment.

The home considers this risk as low or medium but can be mitigated by the actions above. Drug offences reported during the same timeframe were 11 at 0.74% therefore this matter is considered to be low.

Children will be supported to access key work on drugs and substance misuse including the social, legal and financial consequences of this.

2. Risk of Child Sexual Exploitation in West Lindsey and its Wards:

Budleigh House has placed the majority of its staff members on the Level 2 and 3 CSE Courses, giving staff members the skills and knowledge to support the children and recognise early signs of exploitation.



The staff team have also supported children to access the "Real Love Rocks" campaign. There were 662 violent and sexual offences according to Police UK for the timeframe of March 2018 to April 2019. It is unclear to get a true statistic for CSE as the stats do not identify a set category for CSE within the Messingham area, nor that of any area.

Any concerns that may arise with a child's placement surrounding CSE or that of a new concern will be managed by the staff in line with the individual risk assessment and any further monitoring or multi-agency information sharing.

The house considers this risk low.

3. Risks of Children Missing from Care/Unauthorised Absence from Susworth Village and its Wards:

Messingham Village and its Wards do have a frequently timed public transport route, predominantly the bus services run by stagecoach number 61 at Susworth Riverdale Cottage. This service is 5 days a week, excluding some bank holidays and a reduction in its frequency during some national holidays and on Sundays. The bus stops are within a short walking distance of the village, and these have intermittent stops to East Ferry, Wildsworth Corner, East Stockwith, and further routes towards Loughton and Gainsborough. The main bus station is located in Scunthorpe.

All children in Budleigh House will have an Individual Missing Information card (Emergency Contact Sheet) from the Care Protocol set; this document is discussed with the local authorities and agreed to achieve the best outcome for the child returning to the home as timely and safely as possible. All staff members within the home review these documents frequently and make any amendments that are required. With the public transport stops being a short walking distance away, this is often one of the first places searched for, dependent on the child's emotional well-being and triggers and their individual risk assessment. Preventative measures of missing incidents from the home would be that of maintaining positive relationships, staying safe, structured independence, key work completed and the children having an understanding and an awareness of the risks involved. The home considers this risk as medium-high. However, with the appropriate measures in place, this can be mitigated.



Review and Update Risk Assessment:

- Re-evaluate the current risk assessment with a focus on the specific points raised, particularly the accessibility of the outdoor area and the potential for absconding.
- Consider the factors that contribute to the current low-risk rating and reassess if these factors still hold.
- Assess the impact of the open access to the large field and the unlocked doors on the overall safety and security of the building.

Re-Grade the Risk Level:

- Based on the updated assessment, re-grade the risk level from low to medium-high if warranted by the findings.
- Document the reasons for the re-grade, citing specific vulnerabilities such as the open access area and unlocked doors.

Implement Mitigation Measures:

- Identify and implement measures to mitigate the risks identified. This could include:
 - Enhanced supervision in the outdoor area.
 - Installing additional security measures around the open access area and the gap to the open area, such as CCTV
 - Evaluating the possibility of installing fire escape doors that can be secured without compromising fire safety.
- Ensure that staff are trained and aware of the new risk assessment and any changes in procedures.

Communicate and Document Changes:

- Communicate the updated risk assessment and any new measures to all relevant stakeholders.
- Ensure that the updated risk assessment is filed and that all documentation reflects the changes.

Ongoing Monitoring and Review:

- Set a schedule for regular reviews of the risk assessment to ensure that it remains accurate and that any new risks are promptly identified and mitigated.
- Keep detailed records of all reviews and any incidents that occur to inform future assessments.

A review of the risk assessment of the local area around the building has been conducted, taking into consideration the open access to a large field and the unlocked doors inside the building, which are kept this way for fire safety reasons.



Findings:

- The outdoor area has open access to a large field, which presents a potential risk for absconding.
- The doors between the classroom and activity room will remain unlocked at all times to comply with fire safety regulations, as there are no fire escape doors fitted.
- For the safety of the children, the staff will ensure that the site entrance and the patio door leading to the hot tub are secured to mitigate potential risks for all individuals using the premises.

Risk Level Re-Assessment:

- Previous Risk Level: Low
- Updated Risk Level: Medium-High

Rationale:

The combination of open access to a large field and the need for unlocked doors outside the building significantly increases the risk of absconding and other safety concerns.

Mitigation Measures:

1. Enhanced supervision and monitoring of the outdoor area.
2. Installation of additional security measures around the open access area.
3. Exploration of options for fire escape doors that can be secured without compromising fire safety.
4. Staff training on updated risk assessment and new safety procedures.

Next Steps:

- Immediate implementation of the identified mitigation measures.
- Regular review and monitoring of the risk assessment, with updates made as necessary.

Documentation and Communication:

- The updated risk assessment will be filed.
- Relevant stakeholders will be informed of the changes and new measures in place.



CCTV Installation at Budleigh House

To enhance security and mitigate potential risks to the property and users, Budleigh House has installed Calex Smart Outdoor IP Cameras at the end of the garden and surrounding the property. This strategic placement aims to monitor and deter unauthorised access or suspicious activities effectively or direction in case of missing incidents.

The House considers this risk as medium-high

The advanced features of the Calex Smart Outdoor IP Cameras, including high-resolution video capture and night vision capabilities, ensure continuous surveillance and provide robust security measures. This installation is expected to significantly reduce the risk of property damage, trespassing, and other security breaches. By proactively addressing these concerns, Budleigh House demonstrates its commitment to maintaining a safe and secure environment for its residents and staff.

Home Security: Risks and Risks Management

Budleigh House is in a small quiet village within a residential housing community in Susworth. There are a number of families that live in the neighbouring area. East Ferry Road does not have a thorough road and is vastly accessed by the residents of Susworth.

1. Risks of injury due to poor lighting:

The home is located on a street with no adequate street lighting. However, extra lighting provided by the property, allowing a good amount of vision for pedestrians during the nights and evenings. This also allows home users to have visible accessibility to the home. Budleigh house has a driveway, and the home has a number of house security lights that are motion-triggered, enabling a good amount of lighting for all of the home's users.

The home considers this risk medium.

The home staff will ensure that the lighting will be well maintained and reported to the homes or Council if any of the lighting requires maintenance. If there was a significant problem with lighting through an electrical grid fault, the home has a number of torches.



2. Risk of unauthorised visitors:

The home is situated in residential neighbourhoods, with a large gate and houses to the right of the home. Budleigh House is a detached property with its own footpath and driveway as do the neighbouring properties of Budleigh House. Opposite the home is the River Trent which is completely visible through the fencing. The way that the home is located gives a clear view of the home's users entering and leaving the property and its potential visitors either authorised or unauthorised. The front door entrance has a doorbell for the home visitors, and the property has two entrances for the visitors and staff, as they will meet and greet and ask the visitors if they are unknown or in-frequent to provide ID to prove their visit and identity. The visitor will be asked to sign into the book with staff guiding them to ensure the book is completed accurately, logging in and out: inclusive of the purpose of the visit.

All guests and visitors are required to wear a visitor badge while present on the premises. All members of the staff are well informed about the Safeguarding Policy and their associated responsibilities. Additionally, a designated staff member is assigned to monitor the premises during operational hours to fortify security and prevent unauthorised access. The home assesses this risk level as a medium-high.

3. Risks of Injury from Trips, Slips and Falls:

The home's entrance for its users is an even surface with a paved footpath into the entrance of the home with a supporting 3-inch concrete front boundary setting to distinguish the garden and the footpath. There's a welcome mat for wiping the soles of shoes if the weather's wet, and a no-shoes policy inside the house to keep dirt at bay. For the user's comfort, we provide daily sanitised slippers, should they wish to use them whilst on the premises. As well as another entrance for wheelchair users that allows them to use the first floor with the staff's assistance. The home's floor is laminated and could be a slip hazard.

The driveway of the home is loose gravel with flat concrete at the entrance and an even surface. Within the home due to large areas of the ground floor being laminated flooring and carpet, the home has the correct mobile warning signage to bring awareness to the home users if the floor is slippery or an area that requires caution to its users if needed. All members of staff are First Aid trained, and



the shift leader can provide immediate assistance if required for any injuries, using the home's first aid kit. The first aid-trained staff are aware that if further medical treatment is required, then this will be sought. The home considers this risk medium.

4. Risks of Injury from Accessing the Second Floor:

The detached property has stairs that the home users of the alternative provision are restricted from access. Staff are aware of the risks with the upper-level bedrooms and the restrictions are checked frequently.

The home considers this risk medium.

Access to Toilet Facilities

Objectives

- Ensure the safety and security of children, young people, visitors, and staff.
- Maintain clear and designated access routes to toilet facilities.
- Minimise potential risks associated with the location and use of toilet facilities.

Toilet Facilities Overview

1. **Toilet near Reception Area:** Designated for visitors and staff.
2. **Toilet near Classroom and Activities Area:** Designated for children and young people.

Risk Assessment and Management Plan

1. Toilet Near Reception Area

Purpose: For use by visitors and staff.

Location: Adjacent to the reception area, providing convenient access for adults without requiring entry into areas designated for children and young people. The toilet is equipped with a lock to ensure additional privacy.

Risk Factors:

- Unauthorised access by children and young people.



- Potential for visitors to wander into restricted areas.

Mitigation Measures:

- **Signage:** Mark the toilet for visitors and staff use only. Fire residence curtain added to enhance users' privacy
- **Access Control:** Implement a staff-supervised system to monitor and guide visitors to the reception area toilet.
- **Visitor Protocol:** Train staff to provide clear directions and ensure visitors are escorted when necessary.

Monitoring and Review:

- Regularly inspect signage and access control measures to ensure they are effective.
- Conduct periodic reviews of visitor logs to ensure compliance with access protocols.

2. Toilet Near Classroom and Activities Area

Purpose: For use by children and young people.

Location: Close to the classroom and activities area, ensuring easy and safe access for children and young people.

Risk Factors:

- Unauthorised access by visitors or staff.
- Overcrowding or misuse during peak activity times.

Mitigation Measures:

- **Signage:** Clearly mark the toilet for children and young people use only.
- **Supervision:** Ensure adequate adult supervision in the classroom and activities area to monitor and assist children when using the toilet.
- **Scheduling:** Implement a schedule for toilet use during busy periods to avoid overcrowding.
- **Child-Friendly Environment:** Design toilet facilities to be child-friendly, with appropriate fixtures and safety features.

Monitoring and Review:

- Regular checks by staff to ensure the toilet area is safe and clean.
- Monitor use patterns and adjust supervision or scheduling as needed to address any issues.



General Safety and Security Measures

1. **Training:** Provide regular training for staff on the protocols for toilet access and supervision, emphasising the importance of maintaining a secure environment.
2. **Emergency Procedures:** Establish clear procedures for responding to emergencies or incidents involving the toilet areas.
3. **Feedback System:** Implement a system for receiving and addressing feedback from staff, visitors, children, and young people regarding the toilet facilities.
4. **Maintenance:** Ensure regular maintenance of toilet facilities to address any safety hazards promptly.

Communication Plan

- **Staff Briefings:** Conduct regular briefings with staff to review the risk assessment plan and any updates.
 - **Visitor Information:** Provide information to visitors upon arrival, detailing the designated toilet facilities and access protocols.
 - **Parental Communication:** Inform parents and guardians of the measures in place to ensure the safety and security of their children when using the toilet facilities.
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The River Trent

At the front of the property is the River Trent; the views can be spectacular, but also pose a risk. We do not want our children to be victims of the 'selfie culture' when enjoying those picturesque views – many people get themselves into trouble up and down the UK's coastline when trying to take a dramatic photo of themselves on a dangerous river edge. As guided by the Environment Agency, Budleigh House staff members are keen to educate our children about river safety. Therefore, Budleigh House educates residents on the safety guidelines set by the Environment Agency – Some Basic Tips to Remember:

1. Stay well back from the edge.
2. Keep an eye on children and dogs to make sure they do the same, make sure you are properly equipped for walking along the river path and wear sturdy shoes or boots.
3. Obey any warning signs.
4. Be responsible and do not take unnecessary risks or let other people in your group do so.

Staff also access the website, which offers additional safety awareness. It is paramount that the children are educated about river dangers.

Places of Worship & Consultation with Key Premises

Budleigh House ensures that residents are able to access places of worship so that they can maintain their religious connection and be supported by their faith.

St Andrews Methodist Church

East Butterwick, Scunthorpe DN17 3AL

The Church of Jesus Christ of Latter-day Saints

Burringham Rd, Scunthorpe DN17 2BH

Methodist Church

5 North St, West Butterwick, Scunthorpe DN17 3JR

Alive Scunthorpe Church



RICHMOND SOCIAL CARE SERVICES

The Riddings Community Centre, Willoughby Rd, Scunthorpe DN17 2NW

The Old Methodist Chapel

High St, Scunthorpe DN17 3AG

Church of the Holy Spirit

107 Willoughby Rd, Scunthorpe DN17 2NF

Humberside Police – Epworth Police Station

Moorland Way, Epworth, Doncaster DN9 1HQ

St Hugh's School

Bushfield Rd, Scunthorpe DN16 1NB

01724 842960

Messingham Primary School

Briggate Dr, Messingham, Scunthorpe DN17 3TN

01724 762818

West Road Primary School

West Rd, Moorends, Doncaster DN8 4LH

01405 812734

Melior Community Academy

Chandos Rd, Scunthorpe DN17 1HA

01724 868666

The St Lawrence Academy

Doncaster Rd, Scunthorpe DN15 7DF

01724 842447

Frederick Gough School

Grange Ln S, Scunthorpe DN16 3NG



RICHMOND SOCIAL CARE SERVICES

01724 292930

South Axholme Practice – Owston Ferry Surgery

Station Rd, Owston Ferry, Doncaster DN9 1AW

01427 728900

Messingham Parish Council

Black Bank Farm, Susworth, Messingham, Scunthorpe DN17 3AX

07397 571469

Bottesford Town Council

Civic Hall, Valley Park, Scunthorpe DN16 3SN

01724 859057

North Lincolnshire Council

Church Square House, 30-40 High St, Scunthorpe DN15 6NL

01724 297000

Misterton Fire Station

Misterton, Doncaster DN10 4ER

Epworth Fire Station

24 Tottermire Ln, Epworth, Doncaster DN9 1JR

Humberside Fire & Rescue Service Kirton in Lindsey Fire Station

7 W Cross St, Kirton in Lindsey, Gainsborough DN21 4DN

North Lincolnshire Youth Offending Team

22 Cole St, Scunthorpe DN15 6QS

01724 298549

Lincolnshire Safeguarding Children Partnership

Children's safeguarding – 01522 782111 (Monday to Friday, 8am to 6pm)



RICHMOND SOCIAL CARE SERVICES

Adults safeguarding – 01522 782155 (Monday to Friday, 8am to 6pm) or 01522 782333 (outside office hours)

Lincolnshire County Council, County Offices, Newland, Lincoln, LN1 1YL.

<https://www.lincolnshire.gov.uk/safeguarding/lscp>

Local Authority Designated Officer (LADO) Tel. 01522 554674

East Riding Of Yorkshire Council,

County Hall,

Cross Street,

Beverley, HU17 9BA

Email: lado@eastriding.gov.uk

Web Site: <https://www.erscp.co.uk/reporting-concerns/>

The City of York Council LADO

<https://www.york.gov.uk/ChildProtection>

Contact MASH Monday to Friday, 8.30 am to 5.00 pm:

- Telephone: 01904 551900
- email: mash@york.gov.uk

Doncaster Council – LADO – See appendix A attached

<https://www.doncaster.gov.uk/services/schools/local-authority-designated-officer>

Tel: 01302 737332

Email: LADO@doncaster.gov.uk

Police:

Phone 101 or in an emergency 999.

The LADO can then be contacted after the child is safe.

Children's Services:

Referral and Response Team



RICHMOND SOCIAL CARE SERVICES

Office hours: 01302 737777

Out of hours: 01302 796000

Hull Safeguarding Children Board Local Authority Designated Officer (LADO)

Tel: (01482) 790 933

<https://www.hull.gov.uk/children/worried-child>

Early Help and Safeguarding Hub (EHASH)

Email EHASH@hullcc.gov.uk.



Appendix A

LADO Contact

All new LADO-related information/referrals, including advice and guidance, must be included on this contact/referral form. The form must then be completed and returned to the email address below before any consultations with LADO will take place.

Please email completed referral forms to:

email: LADO@doncaster.gov.uk

If you are concerned that a child may be at risk of immediate harm, do not wait for a response from the LADO and contact Doncaster Council – Children's Services, Office hours 01302 737777, Out of Hours 01302 796000 or Police phone 101 or in an emergency 999

Doncaster Safeguarding Referral

As of January 27, 2025, Doncaster Council has implemented significant changes to its safeguarding referral process to ensure children and families receive appropriate support. The online referral form for reporting concerns about a child has been discontinued. Instead, individuals are now required to contact the Multi-Agency Safeguarding Hub (MASH) directly by phone. This change aims to facilitate a more immediate and effective assessment of each situation.

To report concerns, you should call the MASH team at 01302 737777. If you are seeking Early Help support for a family, contact the Early Help Hub at 01302 734110. These direct lines of communication are designed to ensure that concerns are promptly addressed by the appropriate services. Additionally, Doncaster Council has updated its safeguarding policies to align with the latest legislative changes and guidance. Educational institutions are advised to review and update their safeguarding policies accordingly to remain compliant and effective in protecting children and vulnerable adults.



Updated Safeguarding Information (2026–2027)

As of 2026, there have been several notable developments in safeguarding policies and related legislation:

1. Keeping Children Safe in Education (KCSIE) 2026

The 2026 edition of KCSIE comes into force on **1 September 2026** and introduces significant changes:

- **Annex A has been withdrawn** – all staff are now expected to read at least Part One of KCSIE 2026 in full
- **Child-on-child abuse** – the section has been renamed to include "harassment and violence", with specific reference to **misogyny and misandry** as safeguarding concerns
- **New requirements** on AI-generated deepfakes and nude imagery
- **Mobile-phone-free policies** – now with greater legal weight
- **Volunteers in regulated activity** – all volunteers now need an enhanced DBS check with barred list check, regardless of supervision
- **Safer recruitment** – new DBS requirements for some volunteers following the Crime and Policing Act 2026
- **Gender provisions** – new provisions on gender-related premises requirements and supporting children questioning their gender identity

2. Working Together to Safeguard Children 2026

Updated on **18 March 2026**, replacing the 2023 version:

- **Family Help** introduced as a distinct system of support, bringing together Targeted Early Help and Section 17 (Child in Need) support into a single level of support with one plan
- **Stronger emphasis** on anti-racist, anti-discriminatory and culturally informed practice
- **Strengthened responses** to child sexual abuse, domestic abuse and safeguarding of babies
- **Reinforced need** to recognise multiple or simultaneous harms, including harm outside the home such as exploitation



3. Children's Wellbeing and Schools Act 2026

Received Royal Assent on **29 April 2026**:

- Education settings are now formally recognised as **'relevant partners'** in local safeguarding arrangements
- Each local authority area must establish at least one **multi-agency child protection team** (MACPT)
- A new **information sharing duty** requires safeguarding partners to share information relevant to a child's safety and welfare
- A **Single Unique Identifier** number will be introduced, similar to the NHS number

4. Fire Safety Regulations 2026

The Regulatory Reform (Fire Safety) Order 2005 remains the main fire safety law, with recent changes increasing the responsibilities of Responsible Persons. Further amendments are planned for 2026 and beyond. UK fire door regulations underwent significant regulatory changes in early 2026.



Budleigh House: Location Risk Assessment

Budleigh House: Location Risk Assessment

Assessment Area: West Lindsey						Date of Assessment: 08/01/2025		
Home: Budleigh House, DN17 3AS						Assessment Review Date: 08/05/2024, 05/09/2024, 20/01/2025, 20/09/2025		
Assessor: J. Al Karaki						Sign Off: Hala Okasheh 10/05/2024, 05/09/2024, 20/09/2025		
Location Area	Hazard Identified	Persons Affected	L	C	RK	Control Measures	Risk	Further Action Res/Priority
Scunthorpe – West Lindsey	Risks of Child Sexual Exploitation:	Children	2	5	10	Key work can be completed with the young people and actions can be taken to limit the independence of children if there are concerns regarding CSE. Key work also in relation to CSE, CEOP, bringing further awareness and education to the Children.	L Med	Any identified areas that are brought to the attention of Budleigh House will be limited/supervised. Staff awareness of the child's location, regular contacts made and physical sightings. Work on stranger danger and appropriate relationships and ratios. Key work in relation to anti-social behaviour and its impacts. Encouraged to engage in positive activities and build positive relationships within the community.
	Risk of Gangs, Crime and Anti-social Behaviour:	Children and Staff	3	4	12	Key work to be completed with young people to educate them further on the consequences of such behaviour. Supervision of young people who are accessing activities within the Susworth area, with frequent monitoring/communication.	L Med	
	Risks of Missing from Budleigh House	Children	2	5	12	Due to the children and staff ratio of 1:1 or 2:1, the risk of missing children is minimal.	H Med	



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	Risk of Substance abuse and drug involvement:	Children and Staff	2	3	6	Regular communication with children to attempt to address and action on any issues they may have in the home which would prompt them to go missing. TP-link Mesh Wi-Fi extender installed to improve phone signal, and walkie-talkie devices are available. Independence time was monitored, and locations agreed that are of a lower risk based on intel and Police information. Any information about drug involvement or suspicions is to be communicated to the Police or the PCSO. Key work on drugs, their effects and consequences	Low	Key work to be completed about the dangers of going missing, and the impacts of their independence areas accessible to the children. Addressing the ratio will prevent the child from going missing. Use resources within the local area that will provide further education in relation to substance abuse and key work in understanding the health implications of substance misuse.
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Budleigh House: Location Risk Assessment

Assessment Area: River Trent						Date of Assessment: 08/01/2024		
Home: Budleigh House, DN17 3AS						Assessment Review Date: 08/05/2024, 20/09/2025		
Assessor: J Al Karaki						Sign Off: Hala Okasheh 10/05/2024, 25/01/2025, 20/09/2025		
Location Area	Hazard Identified	Persons Affected	L	C	RK	Control Measures	Risk	Further Action Res/Priority
River Trent	Risks of death via drowning	Children & Staff	2	5	10	All children are to have key work that is informative within its safety aspects of living within a close proximity of the coastline. Children will only be given permission to spend free time within the areas of the coastlines if they are declared as swimmers, for those children that are not swimming lessons will be provided as this is a lifesaving skill that all children should be equipped with. Tidal times will be monitored when Children may be accessing free time within these areas, Immediate searches along the river in relation to a missing from home or unauthorized absence based on information. Key work surrounding river safety, and emergency numbers. All site users to be aware when accessing	L Med	Staff are to ensure that regular checks via calls or returns when Children are accessing free time within the river area. Understand the sign warning and meanings. Familiarize themselves with the area under staff supervision.
	Risk of becoming trapped by Tides:	Children and Staff	3	4	12		L Med	Staff observations, awareness of children's location and return times. Sporadic and arranged contact times via mobile phones and staff access to mobile phones or walkie-talkies. Guidance in relation to the campaign "Floating saves lives." If required further education at the lifeboat station.
	Risks of injury from Trips, Slips, and Falls:	Children	2	2	4		Low	



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	Risk of weathered illness	Children and Staff	2	3	6	"The River" that the appropriate clothing and footwear are worn to enhance safety when walking on this terrain and that is suitable to the weather conditions. An awareness of the terrain and its safe footpaths guiding users Children are to be educated via discussions and key work in relation to the diverse weather that can occur on coastlines and the appropriate clothing, sunscreen etc. are applied to enhance the child's welfare and reduce risks of weathered illness.	Low	All staff, children and visitors are to be cautious of the walkways staff members to be First aid trained when accessing the River and to have access to a mobile phone to raise the alarm if any additional support is required. Key work to be completed in accessing aid/support for the children. Staff observations of weather, children encouraged to dress responsibly apply the necessary clothing and have access to sunscreen. Access sought to medical advice and support if necessary.
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Legend						Severity						Rating	1	V Low
Likelihood	1	Extremely unlikely	Severity	1	Minor Harm	Likelihood	1	1	2	3	4	5	2-6	Low
	2	Unlikely		2	Moderate Harm		2	2	4	6	8	10	8-10	L Med
	3	Likely		3	Serious Harm		3	3	6	9	12	15	11-16	H Med
	4	Extremely Likely		4	Major Harm		4	4	8	12	16	20	20-24	High
	5	Certain		5	Catastrophic Harm		5	5	10	15	20	25	25	V High



Fire Risk Assessment - Budleigh House

Purpose of This Assessment

This Fire Risk Assessment has been completed to ensure the safety of **children, young people, staff, and visitors** accessing Alternative Provision (AP) and Short Break services at Budleigh House. It is written in accordance with:

- The Regulatory Reform (Fire Safety) Order 2005
- The Children's Homes (England) Regulations 2015
- National Fire Chiefs Council (NFCC) guidance
- North Lincolnshire Council Fire Safety Expectations for Children's Services
- CQC fundamental standards relating to safety

The purpose is to identify fire hazards, evaluate the level of risk, record mitigation strategies, and establish appropriate fire safety measures to prevent injury, maintain regulatory compliance, and protect life.

Responsible Person

- **Name:** Hala Okasheh, Registered Manager (Overall responsibility for compliance, training, emergency planning, and evidence logs)
- **Role:** Ultimate responsibility for fire safety within the home.
- **Deputy:** Jay Al Karaki, Head of Service (Oversees operational practice, procurement, building safety and contractor liaison)

The Responsible Person ensures this assessment is implemented, reviewed regularly, and that all staff receive appropriate fire safety training.

- **On-site Fire Wardens:**

Designated staff on each shift trained in:

- Evacuation coordination
- Roll-call and sweep procedures
- Fire equipment use (awareness level)
- Disabled evacuation assistance
- Hot-tub and kitchen safety management



RICHMOND SOCIAL CARE SERVICES

Description of Premises & Fire Safety Systems

- **Property:** Budleigh House, an 18th-century detached property set over two floors.
- **Use:** Short Breaks and daytime Alternative Provision.
- **Construction:** Traditional build with modern interiors. Primary escape routes are via the ground floor exits.
- **Fire Detection & Warning:** Mains-operated interlinked smoke and heat alarms are installed throughout the property, including all bedrooms, hallways, and key risk areas (e.g., kitchen). The system is tested weekly and serviced annually by a competent person.
- **Fire Fighting Equipment:** Appropriate number of ABC dry powder fire extinguishers and fire blankets are located in key areas (e.g., kitchen, near exits). Staff are trained in their basic use.
- **Emergency Lighting:** Provided in hallways and escape routes.
- **Escape Routes:** Ground floor exits via the main front door, rear patio doors, and side access. Internal doors are kept unlocked to facilitate escape, as identified in the existing Location Risk Assessment.

Significant Findings & Hazard Control

Hazard Identified	Persons Affected	Likelihood (L)	Consequence (C)	Risk Rating (RK)	Existing Control Measures	Residual Risk	Further Action Required / Priority
Ignition Source: Kitchen Activities (cooking, electrical appliances)	Children, Staff, Visitors	3	4	12	• Staff supervise all kitchen use by children. • Good housekeeping (clean surfaces, no build-up of grease). • Electrical appliances PAT tested annually. • Fire blanket and suitable extinguisher available.	Medium	H1: Ensure all new staff receive immediate induction on kitchen safety protocols. Resp: Registered Manager
Fuel Source: Combustible Materials (furniture, soft furnishings, paperwork)	Children, Staff	2	4	8	• Furniture meets relevant fire safety regulations. • Waste and recycling bins are emptied regularly, not left overnight in escape routes. • Storage areas are kept tidy.	Low-Medium	H2: Quarterly review of storage in utility/activity rooms to prevent accumulation. Resp: Shift Leader
Ignition Source: Electrical Systems (wiring, overloaded sockets, portable heaters)	Children, Staff	2	4	8	• Fixed wiring inspected every 5 years (EICR). • Portable Appliance	Low-Medium	H3: Annual review of EICR and PAT certificates. Resp: Head of Service



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					Testing (PAT) is conducted annually. • Policy against the use of personal portable heaters. • Use of surge-protected extension leads where necessary.		
Means of Escape: Internal Door Policy (Doors kept unlocked for fire escape, as per Location Assessment)	Children, Staff	2	5	10	• Internal unlocked doors are a deliberate fire safety strategy to ensure free egress. • Compensatory security measures in place (staff supervision, CCTV, secure external gates). • Clear, unobstructed escape routes maintained at all times.	Medium	H4: Weekly visual checks, Fire doors to reconcile security and fire safety. Resp: Head of Service / Reg. Manager (High Priority)
Egress & Assembly: Complexity of Building & Users	Children, particularly those with SEND or unfamiliar with the premises	2	5	10	• Personal Emergency Evacuation Plans (PEEPs) developed for every child, considering mobility, understanding, and behaviour. • 1:1 or 2:1 staffing ratios provide immediate support. • Clear fire action notices displayed. • Regular, recorded fire drills conducted at different times, including Short Breaks.	Medium	H5: PEEPs to be reviewed and updated upon each new placement and after every fire drill. Resp: Key Worker / Reg. Manager
External Hazard: Open Field & Hot Tub Area (potential for fire spread from external sources, electrical safety of hot tub)	Children, Staff	1	4	4	• Hot tub installed and maintained by a qualified technician with appropriate electrical safety. • Clear boundaries and supervision for children in the garden. • No storage of combustible materials against the property exterior.	Low	H6: Hot tub electrical safety certificate to be reviewed as part of annual maintenance. Resp: Head of Service



Maintenance and Testing Requirements

System	Frequency	Responsible
Fire alarm tests	Weekly	Fire Warden
Emergency lighting	Monthly	Manager/Designate
PAT testing	Annually	Qualified Contractor
Fixed wiring	Every 5 years	Electrician
Fire extinguishers	Annual service	Fire Safety Contractor
Fire doors	Weekly visual check	Fire Warden
Evacuation drills	Every 4-6 weeks	Manager

Personal Emergency Evacuation Plans (PEEPs)

- A PEEP will be created for every child and any staff or regular visitor with a disability.
- PEEP's will detail individual needs, required assistance, evacuation method, and identify a primary staff member responsible for assisting them.
- PEEP's are located in the child's file, and a master copy is kept in the Fire Action folder for staff access.

Procedures & Training

- **Fire Drills:** Conducted at least quarterly, with best practice monthly practices. Results and learnings are recorded and acted upon.
- **Staff Training:** All staff receive fire safety induction training on their first day, including the location of exits, alarms, extinguishers, and assembly point. Full fire safety training is provided annually.
- **Children's Induction:** All children are given a fire safety induction upon arrival, tailored to their understanding.

Review Schedule

This assessment will be reviewed:

- **Annually**, as a formal review.
- **After any significant change** to the building, its use, or the needs of the children.
- **After any fire-related incident** or a fire drill that highlights a deficiency.



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- In line with the existing Location Risk Assessment review dates.

Assembly Point

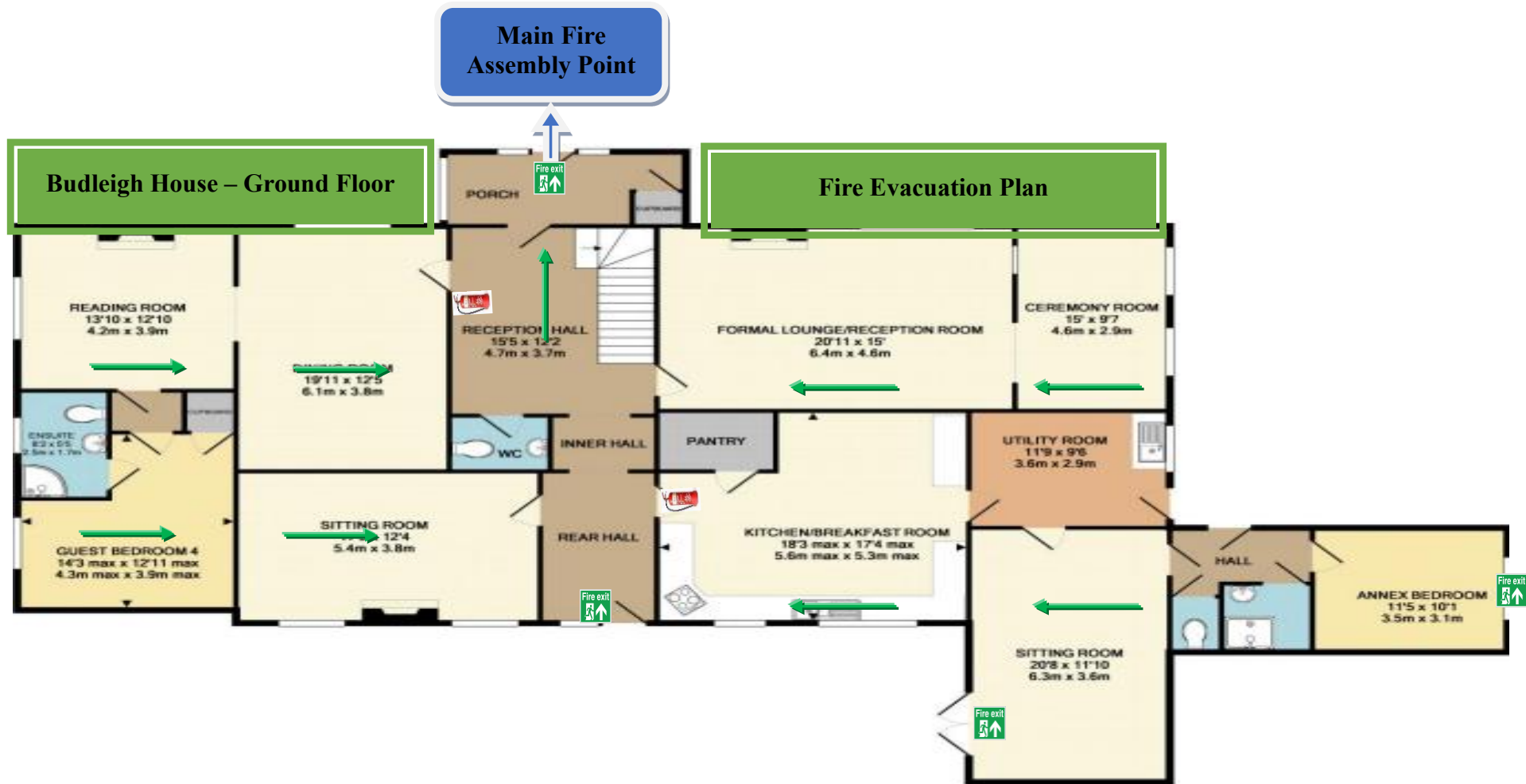
The designated Assembly Point is at the **front driveway, Pedestrian Gate, near the large gate.**

Assessment Completed By: Jay Al Karaki

Date: 22 September 2025

Review Date: September 2026 (or earlier if triggers occur)

Signed Off By: Hala Okasheh, Registered Manager





IN CASE OF FIRE	
1	REPORT TO: EXT No: or CELL No:
2	EVACUATE TO EMERGENCY EXIT'S IMMEDIATELY
3	DO NOT USE ELEVATORS
4	FOLLOW EVACUATION PROCEDURES
5	PROCEED TO YOUR ASSEMBLY POINT



CCTV Policy for Budleigh House Location

1. Purpose

The purpose of this CCTV policy is to outline the use of closed-circuit television (CCTV) at Budleigh House, operated by Richmond House Social Care Services. The system is intended to enhance the safety and security of users, staff, visitors, and property by monitoring and deterring criminal activity and ensuring a secure environment. The CCTV system aims to promote a secure environment and mitigate the risk of unauthorised access and absconding through the gap at the end of the garden, which provides access to an open field.

2. Scope

This policy applies to all staff, users, visitors, and contractors at Budleigh House. It covers the use of all CCTV equipment, including Calex Smart Outdoor IP Cameras installed at the end of the garden and any other CCTV devices located on the premises.

3. Objectives

- To protect users, staff, visitors, and property from crime and anti-social behaviour.
- To assist in the identification, apprehension, and prosecution of offenders.
- To monitor and enhance the safety and security of the premises.
- To ensure compliance with relevant legislation and data protection principles.

4. Legal Framework

The operation of the CCTV system will be in accordance with:

- The Data Protection Act 2018
- The General Data Protection Regulation (GDPR)
- The Protection of Freedoms Act 2012
- The Surveillance Camera Code of Practice
- Human Rights Act 1998

5. Responsibilities



- Data Controller: Richmond House Social Care Services is the data controller responsible for the management and operation of the CCTV system.
- CCTV Manager: Appointed by Richmond House Social Care Services, the CCTV Manager oversees the day-to-day operation, ensuring compliance with this policy and relevant legislation.
- Staff: All staff members are required to adhere to this policy and report any breaches or concerns to the CCTV Manager.

6. CCTV System Description

- Cameras: Calex Smart Outdoor IP Cameras are installed at the end of the garden, along with additional cameras placed strategically throughout the premises.
- Monitoring: Cameras are monitored by authorised personnel only, ensuring footage is reviewed and used appropriately.
- Recording: CCTV footage is recorded continuously and stored securely for a period of 30 days, after which it will be automatically overwritten unless required for investigation purposes.

7. Data Access and Disclosure

- Access: Access to recorded footage is strictly limited to authorised personnel. Requests for access must be approved by the Registered Manager.
- Disclosure: Disclosure of footage to third parties will only be made in accordance with legal requirements and where it is necessary for law enforcement, legal proceedings, or to protect the safety and security of individuals.

8. Signage

Clear signage indicating the use of CCTV is displayed prominently at all entrances and relevant locations within Budleigh House, ensuring that all individuals are aware of the surveillance.

9. Privacy and Data Protection

- Minimisation: Cameras are positioned to avoid capturing unnecessary or intrusive footage.



- Confidentiality: All footage is stored securely, and access is restricted to authorised personnel only.
- Rights: Individuals have the right to request access to their personal data captured by the CCTV system, in accordance with data protection legislation.

10. Review and Audit

- Regular Reviews: The CCTV system and policy will be reviewed annually by the CCTV Manager to ensure effectiveness and compliance with legal requirements.
- Audit: Periodic audits will be conducted to verify adherence to this policy and identify any areas for improvement.

11. Unauthorised access or progress due to a potential failure of the automated gate mechanism.

Existing Controls:

- The main external gate is fitted with an automated access system.
- Servicing and maintenance of the gate mechanism are conducted.

Action in the Event of System Failure:

- Immediate Action: Upon any failure of the automated gate mechanism, the gate must be immediately switched to manual mode and secured using the fitted, key-operated lock.
- Enhanced Protocol Activated: The Mandatory Manual Locking Protocol is immediately enforced. All staff must ensure the gate is manually checked and physically locked with the key-operated lock after every single use.
- Communication & Vigilance: The Site Manager must inform all staff that the gate is operating on a manual locking system. Staff vigilance is increased to monitor gate activity.
- Return to Service: This protocol remains in strict effect until the automated system is permanently repaired, fully tested, and its reliability confirmed by a qualified technician.

12. Complaints and Queries

Any complaints or queries regarding the operation of the CCTV system should be directed to the Registered Manager, who will investigate and respond in accordance with Richmond House



Social Care Services' complaints procedure.

13. Policy Approval and Review

This policy is approved by the management of Richmond House Social Care Services and will be reviewed annually or in response to significant changes in legislation or operational needs.

Date of Last Review: 15/07/2024, 05/09/2024, 08/09/2025, 27/10/2025, 01/09/2026

Next Review Due: September 2027.

Questions:

Document Control

Document Version: Vr 08

Review Period: 2026 – 2027

Effective Date: 1 September 2026

Next Review Date: 1 September 2027 (or sooner if statutory guidance changes)



Summary of Key Legislative and Guidance Updates (2026–2027)

Guidance / Legislation	Key Changes
Keeping Children Safe in Education (KCSIE) 2026	Comes into force 1 September 2026; Annex A withdrawn – all staff must read Part One in full; child-on-child abuse renamed to include "harassment and violence"; misogyny and misandry recognised as safeguarding concerns; AI-generated deepfakes and nude imagery addressed; mobile-phone-free policies; all volunteers in regulated activity require enhanced DBS with barred list check
Working Together to Safeguard Children 2026	Updated 18 March 2026; Family Help reforms; multi-agency accountability; harm outside the home; anti-racist and anti-discriminatory practice
Children's Wellbeing and Schools Act 2026	Royal Assent 29 April 2026; education settings become safeguarding 'relevant partners'; multi-agency child protection teams (MACPTs); information sharing duty; Single Unique Identifier number
Fire Safety Regulations 2026	Regulatory Reform (Fire Safety) Order 2005 remains main law; increased responsibilities for Responsible Persons; significant changes to UK fire door regulations in early 2026; further amendments planned for 2026 and beyond
CQC Regulatory Approach	Risk-based, proportionate and flexible approach; focus on how services identify and respond to risks; higher scrutiny for children's services with strong focus on safeguarding and child wellbeing

This Location Risk Assessment Policy should be read in conjunction with Richmond House's Safeguarding Policy, Health and Safety Policy, Fire Risk Assessment, and other relevant policies.