

STATEMENT OF PURPOSE - PART TWO - SERVICE SPECIFIC INFORMATION

Printed copies are for reference only. Please refer to electronic copy for most recent information.

This document is Part Two of the Statement of Purpose. The information in this document is completed by the Manager and accompanies the [STATEMENT OF PURPOSE - PART ONE](#).

A copy of this document will be made available on request. Managers of registered services will also ensure that the relevant regulator and service users or their representatives are notified of any material changes to the Statement of Purpose within 28 days.

KALEIDOSCOPE WRITTEN 3RD FEBRUARY 2025 REVIEW 3RD FEBRUARY 2026

1 AIMS OF KALEIDOSCOPE

The service will provide appropriate quality care and/or support to individuals with profound and multiple learning disabilities that are at least 18 years old who are assessed as requiring this input to enable them to socialise with others of a similar age and to provide a break in care for their parents.

2 FACILITIES AND SERVICES

2.1 Service Management

The person carrying out the business of the service is Amanda Gray (Director of Care and Development) and Lisa McIvor (Regional Director of Care ROI/England, Praxis Care, Unit 18, Ardee Business, Hale Street, Ardee, Co Louth, A92 C7RW).

The person managing the service at a local level is Chloe Smith, based at 186 Knighton Lane, Leicester, LE2 8BF, who is responsible to Emma White, Head of Operations.

2.2 Management Qualification and Experience

The relevant qualification and experience of the person carrying out the business of the service are as follows:

Amanda Gray- Director of Care & Development are as follows:

- B.A. Honours Applied Social Studies (Disability)
- Diploma in Business (marketing)

Lisa McIvor- Regional Director of Care ROI/England are as follows:

- Degree in Social Care – Higher Education & Training Aware Council, Ireland

Emma White- Head of Operations East Midlands and North are as follows:

- RN DIP HE
- RMA
- Post Graduate Diploma in Professional Practice- Palliative Care

The relevant qualifications and experience of Chloe Smith are as follows:

- QCF5 in Leadership and Management in Adult Care.

STAFF

The staffing structure of the service is as follows:

- One Manager
- Two Team Leaders
- Thirteen Support Workers
- One Administration Office

A person centred approach to the needs of those we work with is implemented and each individual will have 1-1 allocated support staff for the time they are in the service.

2.3 Operational Partnerships

Kaleidoscope has been designed in partnership with the people who will be using and commissioning it.

Each service user is provided with the appropriate agreements(s) which outline the roles and responsibilities of all parties concerned.

Further information on the service can be found in the Service Users Handbook.

2.4 Accommodation

Kaleidoscope is on Knighton Lane in Leicester; the building has been adapted for wheelchair users and comprises of three rooms; a larger main area with a 'H' frame hoist allowing service users to get out of wheelchairs, a therapy room and a sensory

room with hoist. We have two changing spaces with changing beds and 'H' frame hoists.

2.5 Referral Criteria – Refer to Appendix 1

- The person will be 18 years old or older
- The person will have profound and multiple learning disability
- The person will not display challenging behaviours towards others
- The person will require the use of a wheelchair
- Are non-verbal or have impaired communication abilities
- Might have additional complex health management requirements

2.6 Referral Process – Refer to Appendix 1

Referrals are taken via parents or carers or from commissioning bodies on an individual basis

- Managers will check the individual meets the criteria on first call.
- The parent/carer/commissioner, along with the individual (if so desired) will be invited to visit the service and discuss his/her needs with Praxis Care staff.
- They will be provided with as much information as possible about the service to help him/her make a decision about whether or not he/she wants to receive care and/or support. Kaleidoscope offers the opportunity for them to visit the service and meet and talk with staff. Kaleidoscope is happy for parents/carers to involve them before making the final decision about placement or commencement of service.

2.7 Receiving a Service

Those referred will have his/her needs thoroughly assessed before being accepted to the service; this is intended to provide each person we work with and their parent/carers, the best possible information on which to make an informed choice about his/her future and to ensure that staff have the required skill set to meet identified needs.

2.8 Service User Plan of Care

Praxis Care works with service users, and his/her friends, relatives or representatives (if appropriate) to draw up a written plan of the support the organisation will aim to provide. The plan sets out the service user's needs, risks that need management, support/care provided and desired outcomes.

At least once a month, each service user's plan is reviewed. There is a formal review process at 6 months after first placement and at least annually thereafter. An emergency review can be convened at any time. From time to time further assessments of the service user's needs are required to ensure that the support provided by the organisation is relevant to helping the service user achieve his/her full potential.

Every service user keeps a copy of his/her own Assessment & Plan and is encouraged to participate as fully as possible in the support planning process.

2.9.2 Care Tasks

- Administering medications
- Health care
- Personal care

2.9.4 Consulting Service Users about the Way the Service Operates – Refer to Appendix 1

Praxis Care aims to give those we work with and their representative's opportunities to participate in all aspects of service delivery. In particular, they and their representatives are regularly consulted individually about the way the service is run. Kaleidoscope is unique in the involvement of the Parent Partnership Group leading a coproduced approach to service delivery and oversight.

The organisation's objective is always to make the process of managing and running the service as transparent as possible, and to ensure that the service has an open, positive and inclusive atmosphere.

Those who use the service will have the care/support he/she receives reviewed at least six monthly. Regular Parent Partnership meetings are held and input is sought on matters relating to the everyday running of the scheme.

Satisfaction surveys are carried out at least annually with actions completed in response to feedback. Praxis Care staff are always keen to hear from people we work with and representatives. Heads of Operations will endeavour to make contact with them and, where appropriate their representative on a regular basis as part of the organisation's monitoring processes.

2.9.5 Fire Precautions, Emergency Procedures and Safe Working Practices

All service users are made aware of the action to be taken in the event of a fire or other emergency, and copies of the service's fire safety policy and procedures are available on request. Regular fire drills are conducted, where appropriate, and information is displayed through the building to guide all persons in the event of a fire. All staff have training in First Aid in the event of an emergency. The service conforms to all relevant government guidance on promoting and protecting the health, safety and welfare of service users and staff.

2.9.6 Arrangements for Religious Observances

Where required we will support those who wish to practise their faith. In particular.

2.9.7 Relatives, Friends and Representatives

- Service users are given every possible help to maintain and retain the links with families and friends.
- If a service user wishes, their friends and relatives are welcome to visit at a time convenient to the service user and to become involved in daily routines and activities.

2.10 Ending the Service & Moving On

People may leave Praxis Care services for several reasons. They may no longer require the service, the service may no longer meet their needs, or the service may only be provided for a limited period of time. Irrespective of the reason for the service ending, the move will be planned and managed in their best interests.

APPENDIX 1 – Admission and Service Delivery Process.