CCRAG Quality Monitoring Visit – Provider Policies & Procedures

The following policies / procedures / documents may be requested by CCRAG visiting Officers during the monitoring visit.

Essential Policies & Procedures

- Behaviour Management Policy, including restrictive physical interventions / restraints and sanctions
- Complaints Policy
- Events & Notifications Policy
- Missing Persons Policy - (including unauthorised absence), agreed by the local Police Authority
- Safeguarding and Child Protection Policy
- Statement of Purpose/Aims/Objectives
- Staying Put Policy (if applicable) - (ensuring includes DBS checks for YP post 18 when younger children in house)

Other Policies & Procedures

- Admissions/Referrals/Acceptances Policy
- Anti-Bullying Policy (including on line bullying)
- Child Sexual Exploitation Policy
- Children/Young People/Family Handbook
- Code of Conduct Policy
- Confidentiality & Privacy Policy
- Contact Policy – Regular documented support is given to CYP to maintain contact with family and friends (if applicable). SIA Providers should record all contacts regarding the young people of any form of contact or documentation.
- Continuity Plans
- Data Protection Policy
- Equal Opportunities & Equalities and Diversity Policy
- Fire Safety policy
- Health and Safety Policy (including leisure activities & holidays if applicable)
- Health Care Policies (if applicable) including:
  - Disposal of sharps etc
  - Drugs and Alcohol
  - Medication
  - Nutrition
  - Registration with a GP & Dentist
  - Sexual Health
  - Smoking Policy
- ICT Safe Usage Policy
- Intimate Care Policy
- Lone Working Policy
- Out of Hours / Emergency Policy
- Radicalisation Policy
- Risk Assessment
- Safe Recruitment Policy
- Safeguarding Policy for post 18s (vulnerable adults) if applicable
- Supporting Children in Managing Personal Finances Policy (if applicable)
- Transportation Policy (Service Users)
- Whistleblowing Policy (including support mechanisms)