

# Wellingtonia Room Search Policy



Overley Hall

*Wellingtonia*

Approved by	Anna Davies/Steve Butler
Reviewed on	09.03.23
To be reviewed	09.04.24

**Aim:**

To adhere to The quality and purpose of care standard, which requires homes to provide personal space by:

- Ensuring each child or vulnerable adults has their own personal space which will usually be their bedroom.
- Ensuring a child or vulnerable adult's bedroom is not generally be entered without their permission, however it will be necessary to establish routines to allow for rooms to be cleaned
  - Ensuring that rooms are searched only if the registered manager, deputy or on-call have given permission and:
    - the child or vulnerable adult have given permission (depending on their capacity to understand)
    - the child or vulnerable adult has had the search explained to them if they do not / cannot give permission.
    - There is an emergency and immediate safeguarding issue which does not allow the time to seek permission.
- Ensuring immediate searching if necessary is undertaken only if there are reasonable grounds for believing that there is a risk to the child vulnerable adult or another person's safety or well-being.

**Outcome:**

To ensure the dignity and wellbeing of children and vulnerable adults is recognised and their privacy respected.

To communicate and work alongside the child or vulnerable adult as far as is possible to conduct room searching in the least intrusive manner possible.

To ensure any bedroom is returned to its original state immediately following a search.

**Room Search Remit.**

In every case the child or vulnerable adult will be asked if they have the item in question within their room and will be asked to work alongside staff to retrieve it. Should they not wish for this to occur and do not give permission then a member of the Registered Manager, Deputy or On-call must be consulted.

Searches may be undertaken if:

- They may be suspected of taking another person's belongings and this is causing distress to another child or vulnerable adult.
- The item may risk the welfare of themselves or others.

**Procedure:**

1. The reason for the search must be explained to the child / vulnerable adult concerned and they will be encouraged to retrieve the item themselves.

2. Subject to risks and the distress for the child / vulnerable adult, they should be present when room is searched.
3. The search must never be undertaken by only one person; there must always be a second party present, even in the discussion with the child or vulnerable adult.
4. All such searches must be documented, noting the following information: and outcomes on separate sheet (attached)-
  - Date of search.
  - Time of search.
  - Reason for search.
  - Name of person carrying out the search.
  - Name(s) of person(s) present at the time of search.
5. All records should be signed and dated by all those present.
6. Actions and risks must be updated on the individual risk assessment and behavior management plan. Details of the room search and outcomes must be shared with therapy team, staff, parents and social worker.

***We have an understanding with one child's parent and Local authority that we conduct informal room searches on a weekly basis.***

## ROOM SEARCH

NAME OF RESIDENT:

DATE:

TIME:

Permission to search given by resident: (Of no, state why)

Resident Present:

REASON FOR SEARCH:

Outcome of search (Including actions):

SEARCH CARRIED OUT BY:

WITNESSED BY:-

SIGNED (1)

DATED (1)

SIGNED (2)

DATED (2)