



Midlothian

## LADYBRAE HOUSE & WOODBURN COURT

*"Our vision is to improve families' lives by giving them the support they need, when they need it."*



## THE STAFF TEAM

Welcome to Ladybrae House & Woodburn Court, where there are a friendly staff team of staff to support and guide you during your stay with us.

During the course of your stay you will be allocated a key worker, they will make sure that your care plan is up to date, write any reports and attend your Reviews, Hearings, or any other meetings that are about you.

They will update your family and Social Worker about how things are going for you and keep in touch with your school so that everyone is involved in your plan.

Your key worker will aim to meet with you at least once a week. This time is for you to use, to chat about important things in your life, plan your week ahead and you can discuss things you may be worried or anxious about.

All staff are here to help and support you, you can chat with any member of staff that you feel comfortable with.

## OUR MEALTIMES

The menu is usually made every two to four weeks and all the young people are given a copy so they can let staff know if there is something they don't like. We would encourage all our resident to be involved in the purchase and preparation of food choices.

### Breakfast:

During the week is cereal, toast, eggs, fruit. At the weekend we have bacon, egg, rolls/toasties and the above.

### Lunch:

At the weekend or holidays there is soup, toasties, sandwiches, rolls, pasta, pies/sausage rolls, etc.

### Evening Meal:

4.30pm - 5.30pm Cooked meal.

### Supper:

Toast, cereal, sandwiches

Don't worry we don't expect young people to cook for the whole house but we will be more than happy if you want to help! Especially if there are cakes to be baked.

## FAMILY MEMBERS

Family members are very welcome to visit you in the house. We would ask that you plan these visits with us in advance. Family members are also invited to attend all of your meetings and reviews.

## FRIENDS

Your friends are also welcome to visit you in the house. However you are encouraged to organise and arrange visits from friends in advance. This can be done through staff on shift or with your key worker. Young people are asked not to arrange visits during school hours, meal times or after 9pm at night. You will need to stay in the communal areas of the house.

## RETURNING TIMES

You will be asked to return to the house by set times, this will be age dependent, and based on your care plan. At the weekends this may be later and you can negotiate with staff if you have something special planned.

## MOBILE PHONES AND WIFI

To make sure that other people living in the houses are not disturbed, it is expected that you hand in your mobile phone to staff at night or switch the phone off (Unless an agreement has been made otherwise).

Mobile phones are not allowed at the table during meal times.

You are not allowed to let other people use your phone or "hotspot" your data.

Both houses have wifi and the passwords can be given to you from your key worker depending on your care plan. Your key worker will discuss this with you more fully and explore the importance of internet safety.

## POCKET MONEY

You will be given pocket money each week with the amount depending on your age. You will be expected to tidy your room before being given pocket money and will be encouraged to do your own laundry. However, don't panic! staff will help you if you feel you need it!

You may have a sanction placed on your pocket money if you intentionally damage items in the house. You may also have supervised pocket money depending on your behaviour and care plan.

### HOUSE CAR/SELF TRAVEL

Each house has a car and staff are happy to transport you, you will be expected to follow staff guidance when in the car. If your plan is to self-travel you will be provided with a bus ticket.

### IT'S A SMOKE FREE ZONE

We encourage all young people not to smoke. You are not be permitted to smoke in or around the property or while on activities, this includes vapes. Everyone has the right to live in a smoke free environment, staff are happy to give advice and guidance in accessing smoking cessation classes and other supports available.

Staff will remove and destroy any cigarettes, tobacco and lighters found around the house.

## HOUSE & YOUNG PEOPLE'S ACTIVITIES

There are lots of opportunities within the houses for young people to take part in activities within the community such as Teenzone and Youth Clubs.

The Staff Team within the houses will also arrange for young people to take part in many other activities such as cycling, walking, running, fishing, football, boxing, judo to name a few. There are lots of opportunities for activities so remember to speak to staff about what activities you would like to take part in.

A house holiday is usually arranged on an annual basis and young people living in the house at this time are encouraged to participate in this. You can take a key role in the organisation of this, as choice is given to young people on location and activities to be done on holiday.

## DECISION MAKING/SUGGESTIONS/IDEAS

We encourage everyone living here to be part of the decision making process. It is very important that you are able to pass on any ideas, suggestions or feedback about how the house looks, the food, your care, ideas for activities, etc.

You can do this during your weekly meeting with your key worker or in general conversation with staff, during residents meeting or you can even write them down and pass onto staff.

Or you can discuss them with Jordan Croan, the Who Cares? Worker for Midlothian. Who Cares? is an independent advocacy service for young people who are care experienced. That means anyone living here, who wants someone who isn't their family or social work to listen to them or represent their views at meetings, can ask for Who Cares? to do this for them.



## LAAC NURSE

Within the first few weeks of arriving in the house, the LAAC Nurse will come and visit you. They will do a basic health check to make sure that your health records are up to date with all your immunisations (jags). While you are staying in with us your workers can contact the LAAC Nurse with regards to any health worries if you wish them to do so.

## WHO CARE'S SCOTLAND

A Who Cares worker for Midlothian visits the houses on a regular basis. During these visits you can speak to them about any worries or concerns you may have and they can advocate on your behalf.

## CHAMPIONS GROUP

Midlothian has a "Champion's Group" for care experienced young people. They meet regularly on a Monday to discuss a range of topics and you will be invited to attend and participate in a number of fun activities. Midlothian's participation worker also visits the houses on a regular basis.

## MIND OF MY OWN

This is an online way that you can contact people of your choice and express your views to them. You can nominate who these views go to. Staff or your social worker will show you how to access this APP and fill in the form.

## CARE INSPECTORATE

The Care Inspectorate is a regulatory body, who will also listen to any concerns or complaints that you may have. They will also take the time to meet with you and help make things better for you.

## COMPLAINTS

If you have any complaints while you are living with us, you can speak to a member of staff who will help you try to resolve the problem. You can also raise any issues you have during residents' meetings.

If your issue remains unresolved, you can fill in a complaints form and send it to our Unit Manager who will respond by meeting with you to discuss the problem and send a letter to inform you of the outcome.

## SOME USEFUL PHONE NUMBERS

Ladybrae House 0131 271 3990

Woodburn Court 0131 270 5760

Who Cares? Scotland 01412264441

Jordon Croan (Who Cares?) 07801339986

Children's Services 0131 271 3860

MYPAS 0131 454 0757

Childline 0800 1111

Police Scotland helpline 101