# Annual Return 2022/2023

#### Provider Information to be published

The following information relates to information CIW held about this provider and its associated services on the 31st March 2023.

This section has been completed for you. There are no actions to complete. This information displayed will be included in the published Annual Return.

Provider name:		Amaranth ca	are Itd
The provider was registere	d on:	23/11/2018	
The following lists the provider conditions:	There are no imposed conditions associ	ciated to this p	provider
The regulated services delivered by this provider	Ty Bryn Residential Care Home		
were:	Service Type		Care Home Service
	Type of Care		Adults Without Nursing
	Approval Date		23/11/2018
	Responsible Individual(s)		Adam Durlucia
	Manager(s)		Elizabeth Durlucia
	Maximum number of places		30
	Service Conditions		There are no conditions associated to this service

### Training and Workforce Planning

Describe the arrangements in place during the last financial year for identifying, planning and meeting the training needs of staff employed by the service provider

We have an ongoing training matrix in place for all employees. Where a new employee joins us they are added to the matrix. This gives clear steps on what training is required. Training requirements are also identified through supervisions, staff meetings, observations and if staff request training they have heard about through other training courses. Courses are offered via paper based courses, attending face to face courses and also courses carried out within the care home..

Describe the arrangements in place during the last financial year for the recruitment and retention of staff employed by the service provider

Over the past year we actioned face to face interviews, good robu st recruitment procedures and also ensured that staff are paid ap propriately. We are the highest paying care home in Torfaen. We also offer every other weekend working to allow staff to have 2 we ek ends of per month. We generally do not have recruitment probl em and those staff that have left very often ring to ask for their jo b .Training and ongoing support is essential.

#### Service Profile

#### Service Details

Name of Service	Ty Bryn Residential Care Home
Telephone Number	01495772761
What is/are the main language(s) through which your service is provided?	English Medium
Other languages used in the provision of the service	Whilst we have no Welsh speaking staff we do offer the Welsh Active offer and will always try to support Welsh speakers. All si gnage in the home is in Welsh and English.

### Service Provision

# People Supported

How many people in total did the service provide care and support to during the last financial year?	41
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### Fees Charged

The minimum weekly fee payable during the last financial year?	806.88
The maximum weekly fee payable during the last financial year?	885.91

### Complaints

What was the total number of formal complaints made during the last financial year?	2
Number of active complaints outstanding	0
Number of complaints upheld	0
Number of complaints partially upheld	0
Number of complaints not upheld	2
What arrangements were made for consulting people who use the service about the operation of the service during the last financial year?	We hold quarterly resident meetings to seek the views of the resid ents. These are enjoyable meetings where recommendations and suggestions are heard by the management. Staff are in the room to support the residents to speak out. Suggestions are then taken to the appropriate people in the business for agreement for the c hanges or suggestions. Care plan reviews are held and residents encouraged to discuss their care. Due to the stable management team, residents know the managers and are able to ask to see th em. The management have an open door policy where they can be contacted immediately if needed. Feedback questionnaires are also completed by residents either with their family member or a m ember of staff if they need help.

### Service Environment

How many bedrooms at the service are single rooms?	30
How many bedrooms at the service are shared rooms?	0
How many of the bedrooms have en-suite facilities?	10
How many bathrooms have assisted bathing facilities?	2
How many communal lounges at the service?	2
How many dining rooms at the service?	1
Provide details of any outside space to which the residents have access	The residents have access to a patio area, which has disabled/wh eelchair access. Residents who are able to walk are able to acces s a lawned area. We also in the summer have an area with artifici al grass for residents to sit and chat with their families. The home is next to Abersychan park and the residents access this all year around.
Provide details of any other facilities to which the residents have access	Once a week the residents have access to the local community centre where they have lunch with their friends in the community. They also enjoy bingo and activities at the community centre. This is arranged by the activities co-ordinator. The residents are supported by staff to attend every week.

### Communicating with people who use the service

Identify any non-verbal communication methods used in the pro	ovision of the service
Picture Exchange Communication System (PECS)	No
Treatment and Education of Autistic and related Communication-handicapped CHildren (TEACCH)	No

Makaton	No
British Sign Language (BSL)	No
Other	No

#### Statement of Compliance

The Responsible Individual must prepare the statement of compliance.

CIW have published guidance on completing the quality of care review which provides advice on what could be contained within the statement of compliance.

Set out your statement of compliance in respect to the four well-being areas below.

The extent to which people feel their voices are heard, they have choice about their care and support, and opportunities are made available to them.

We are a family run care home and the ethos is to provide a family feel for the residents. Whilst we have experienced staff tur nover, we are able to recruit staff well. The residents tend to see the same staff on a daily basis. The management are very visible and respond immediately to any concern's raised by the staff or residents.

The responsible individual is very visible working at the care ho me for 3 days per week and contactable for 7 days a week.

We have a maintenance manager who works five days per wee k and has developed very good working relationships with the r esidents, especially the gentlemen that live at Ty Bryn.

Residents are offered the opportunity to personalise rooms upo n coming into Ty Bryn. Rooms are regularly painted and improv ed due to the ongoing maintenance programme.

Residents are offered the opportunity to move rooms, if a large r room or ensuite room becomes available.

The residents meet with the management quarterly to have an opportunity to talk and chat about life at Ty Bryn. These meetin gs are minuted. All opinions are listened to and requests docu mented. The minutes are then shared with the RI to ensure he is fully informed of any discussions taking place.

Due to consistent staffing and excellent management the reside nts know who to raise concerns with and are happy to raise con cerns with staff, who can then take the concerns to manageme nt.

Residents are asked to complete questionnaires every 6 month s to seek their views.

Management are involved in staff handovers. Management are then able to act promptly on any issues surrounding a resident.

A new activities co-ordinator has been recruited and is providin g shopping trips, trips to the park, entertainment and person ce ntred activities. The wellbeing of the residents is enhanced by e nsuring their links with the community remain, that all activities are activities that the residents want to take part in. All events s uch as St Davids day, St Patricks day are celebrated.

Due to covid restrictions being lifted the residents are now able to go to the community centre once a week to lunch club where they can enjoy lunch with their friends from the community. The y are supported to this event by our activities co-ordinator. Fam ily members have also joined in this activity.

The plan for this year is for the deputy manager to work every other weekend, to ensure that the staff on weekends feel supp orted. This will a

The extent to which people are happy and supported to maintain their ongoing health, development and overall wellbeing. For children, this will also include intellectual, social and behavioural development.

Any concerns regarding residents wellbeing and health is alway s acted upon quickly. We have an open door policy for resident s and families. The manager is very aware of residents making decisions for them selves or if they lack the capacity involving f amilies and social worker.

We act quickly and professionally if any concerns are raised. Visiting restrictions have now stopped and families are now able to meet face to face with their family members.

Pre booking of appointments is no longer needed anymore. The visits to the lunch club in the community enhance the resid ents lives and benefits their wellbeing.

One resident wanted to have a double bed. This was accommo dated as it was important and mattered to the resident. Entertainment entering the home has increased due to the liftin g of restrictions of covid.

Family questionnaires have been received with the following compliments:

"All staff are very welcoming and friendly and make you feel at home. Nothing is too much trouble.

"Very friendly and are always prepared to talk through concerns"

"We are always contacted/spoken to about every aspect of his care – couldn't ask for more"

"Since coming to the home my father, has thrived. He looks bett er than he has for years. I think the home and the staff are BI\*\* dy amazing!!"

"We are more than pleased with our dads care"

"We are very happy, as I said and would highly recommend Ty Bryn to others and would continue to do so.....and it makes me happy to know and to see how happy my dad is"

Residents are supported with all medical appointments such as GP, hospital appointments and dental care. The resident can h ave their own optician and chiropodist visit the home if they wis h. These services can be provided for them if they so wish. The residents are encouraged to access the community with their fa milies and friends and families are very welcome in the home. We have a visiting library that can provide books for the reside nts, along with talking books. The social aspect of the home ha s been reviewed and there is more entertainment which families and friends can come to. The residents at a recent residents m eeting said they would like to go to a theatre production. The a ctivities manager then arranged a trip to the theatre for the resi dents, who were supported by staff. The residents are now able to access on a weekly basis the lunch club in Garndiffaith. This allows the residents to socialise with the community and meet wi th friends.

The extent to which people feel safe and protected from abuse and neglect.

## a. What do we do Well?

A comprehensive list of audits are carried out by the registered manager and her team.

The registered manager carries out an audit of all compliments and complaints on a monthly basis.

The deputy manager is very visible on a daily basis and also no w works as part of the rota. This ensures she is able to form rel ationships with the residents.

The manager monitors all safeguarding concerns. All complaint s are passed to the responsible individual for comment. Two sa feguarding's have been raised against Ty Bryn since the previous report. Both safeguardings were raised externally, one from St Johns Ambulance and one from South Wales Ambulance. Bo th, once investigated were immediately cancelled as the alleged concerns were fully documented and investigated by ourselves.

All staff undergo a thorough recruitment process with an enhanced DBS check. They work under continuous supervision until they are deemed suitably trained to care.

The extent to which people live in accommodation that best supports their wellbeing and achievement of their personal outcomes.

Face to face assessments for prospective residents have now r e started due to covid restrictions decreasing.

The manager ensures that the statement of purpose and servic e user guide is updated regularly. It is updated monthly but mor e frequently if needed.

Also ensuring that the Statement of Purpose is updated regular ly so that people can be informed about the service before com ing in. People are reassured about their documents and data a s this is stated in the statement of purpose. We have not experi enced any breach of data protection. Resident are encouraged to personalise their rooms to make their rooms more personal t o them. Personal items such as photographs are welcomed.

The following section requires you to answer questions about the staff and volunteers working at the service.

Number of posts and staff turnover

The total number of full time equivalent posts at the service (as at 31 March)

13

The following section requires you to answer questions about each staff type including information about the number of filled and vacant posts, the training undertaken, the contractual arrangements in place and the qualifications of those staff.

The information entered should relate to the period during which the staff member has been working for the provider only.

### Staff Type

Service Manager	
Does your service structure include roles of this type?	Yes

Important: All questions in this section relate specifically to this role type only. Unless otherwise stated, the information added should be the position as of the 31st March of the last financial year.

Filled and vacant posts

No. of staff in post	2
No. of posts vacant	0

Training undertaken during the last financial year for this role type.

Set out the number of staff who undertook relevant training. The list of training categories provided is only a sample of the training that may have been undertaken. Any training not listed can be added to 'Please outline any additional training undertaken pertinent for this role which is not outlined above'.

Induction	0
Health & Safety	2
Equality, Diversity & Human Rights	2
Infection, prevention & control	1
Manual Handling	2
Safeguarding	2
Medicine management	1
Dementia	2
Positive Behaviour Management	0
Food Hygiene	2

Please outline any additional training undertaken pertinent to this role which is not outlined above.	Mental Capacity and DOLS, Falls prevention and management training coping with aggression person centred care Challenging behaviour QCF level 5 NVQ level 4 Fire safety Record keeping Diabetes Diet and nutrition Pressure sores Epilepsy
Contractual Arrangements	
No. of permanent staff	2
No. of Fixed term contracted staff	0
No. of volunteers	0
No. of Agency/Bank staff	0
No. of Non-guaranteed hours contract (zero hours) staff	0
Outline below the number of permanent and fixed	d term contact staff by hours worked per week.
No. of full-time staff (35 hours or more per week)	2
No. of part-time staff (17-34 hours per week)	0
No. of part-time staff (16 hours or under per week)	0
No. of part-time staff (16 flours of under per week)	0
Staff Qualifications	
No. of staff who have the required qualification to	2
be registered with Social Care Wales as a Service Manager	
be registered with Social Care Wales as a Service Manager  No. of staff working toward required/recommended qualification to be registered with Social Care	0
be registered with Social Care Wales as a Service Manager  No. of staff working toward required/recommended qualification to be registered with Social Care	
be registered with Social Care Wales as a Service Manager  No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager  Deputy service manager	
be registered with Social Care Wales as a Service Manager  No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager	0
be registered with Social Care Wales as a Service Manager  No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager  Deputy service manager  Does your service structure include roles of this type?  Important: All questions in this section relate spe	O Yes
be registered with Social Care Wales as a Service Manager  No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager  Deputy service manager  Does your service structure include roles of this type?  Important: All questions in this section relate spe stated, the information added should be the posi	Yes  cifically to this role type only. Unless otherwise
be registered with Social Care Wales as a Service Manager  No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager  Deputy service manager  Does your service structure include roles of this type?  Important: All questions in this section relate spe stated, the information added should be the posi  Filled and vacant posts  No. of staff in post	Yes  cifically to this role type only. Unless otherwise ition as of the 31st March of the last financial year.
be registered with Social Care Wales as a Service Manager  No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager  Deputy service manager  Does your service structure include roles of this type?  Important: All questions in this section relate spe stated, the information added should be the posi	Yes  cifically to this role type only. Unless otherwise tion as of the 31st March of the last financial year.  1 0  r for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed
be registered with Social Care Wales as a Service Manager  No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager  Deputy service manager  Does your service structure include roles of this type?  Important: All questions in this section relate spe stated, the information added should be the position of staff in post  No. of staff in post  No. of posts vacant  Training undertaken during the last financial year Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional training outlined above'.	Yes  cifically to this role type only. Unless otherwise tion as of the 31st March of the last financial year.  1 0  r for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed
be registered with Social Care Wales as a Service Manager  No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager  Deputy service manager  Does your service structure include roles of this type?  Important: All questions in this section relate spe stated, the information added should be the posi  Filled and vacant posts  No. of staff in post  No. of posts vacant  Training undertaken during the last financial yea Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional training undertaken during the last financial year sample added to 'Please outline any additional training undertaken during the last financial year set outlined above'.	Yes  cifically to this role type only. Unless otherwise tion as of the 31st March of the last financial year.  1 0  r for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is
be registered with Social Care Wales as a Service Manager  No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager  Deputy service manager  Does your service structure include roles of this type?  Important: All questions in this section relate spe stated, the information added should be the posi  Filled and vacant posts  No. of staff in post  No. of posts vacant  Training undertaken during the last financial yea Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional trantor outlined above'.  Induction  Health & Safety	Yes  cifically to this role type only. Unless otherwise tion as of the 31st March of the last financial year.  1 0  r for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is  0 1
be registered with Social Care Wales as a Service Manager  No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager  Deputy service manager  Does your service structure include roles of this type?  Important: All questions in this section relate spe stated, the information added should be the posi  Filled and vacant posts  No. of staff in post  No. of posts vacant  Training undertaken during the last financial yea Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional transt outlined above'.  Induction  Health & Safety  Equality, Diversity & Human Rights	Yes  cifically to this role type only. Unless otherwise tion as of the 31st March of the last financial year.  1 0  r for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is  0 1 1
be registered with Social Care Wales as a Service Manager  No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager  Deputy service manager  Does your service structure include roles of this type?  Important: All questions in this section relate spe stated, the information added should be the position of staff in post  No. of staff in post  No. of posts vacant  Training undertaken during the last financial year Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional transtructure includes as a Service Manager  No. of staff who undertook relevations are provided is only a sample of the training that may can be added to 'Please outline any additional transtructure include included	Yes  cifically to this role type only. Unless otherwise tion as of the 31st March of the last financial year.  1 0  r for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is  0 1

Medicine management	1				
Dementia	1				
Positive Behaviour Management	0				
Food Hygiene	1				
Please outline any additional training undertaken pertinent to this role which is not outlined above.	Mental capacity and dols Manual handling train the trainer Pressure sores Epilepsy Diet and nutrition Diabetes Record keeping Basic aid and fire safety Catheter care coping with aggression Person centred care Challenging behaviour				
Contractual Arrangements					
No. of permanent staff	1				
No. of Fixed term contracted staff	0				
No. of volunteers	0				
No. of Agency/Bank staff	0				
No. of Non-guaranteed hours contract (zero hours)	0				
staff					
Outline below the number of permanent and fixed	d term contact staff by hours worked per week.				
No. of full-time staff (35 hours or more per week)	1				
No. of part-time staff (17-34 hours per week)	0				
No. of part-time staff (16 hours or under per week)	0				
Staff Qualifications					
No. of staff who have the required qualification to be registered with Social Care Wales as a Service Manager	0				
No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager	1				
Other supervisory staff					
Does your service structure include roles of this type?	No				
Nursing care staff					
Does your service structure include roles of this type?	No				
Registered nurses					
Does your service structure include roles of this type?	No				
Senior social care workers providing direct care					
Does your service structure include roles of this type?	Yes				
Important: All questions in this section relate spe stated, the information added should be the pos	cifically to this role type only. Unless otherwise tion as of the 31st March of the last financial year.				

Filled and vacant posts					
No. of staff in post	9				
No. of posts vacant	0				
Training undertaken during the last financial year  Set out the number of staff who undertook relevance provided is only a sample of the training that ma	ant training. The list of training categories				
Induction 4					
Health & Safety	9				
Equality, Diversity & Human Rights	6				
Infection, prevention & control	9				
Manual Handling	9				
Safeguarding	8				
Medicine management	9				
Dementia	9				
Positive Behaviour Management	0				
Food Hygiene	7				
Please outline any additional training undertaken pertinent to this role which is not outlined above.	medication e-learning has been completed. 2 hours session on medication has also been unde rtaken in January 2023 Pressure sores training Epilepsy training Mental capacity act Diet and nutrition Diabetes Record Keeping Basic aid Fire safety and fire safety practical Coping with aggression Person centred care Death, dying and bereaavement Challenging behaviour POVA 2				
Contractual Arrangements					
No. of permanent staff	9				
No. of Fixed term contracted staff	0				
No. of volunteers	0				
No. of Agency/Bank staff	0				
No. of Non-guaranteed hours contract (zero hours) staff	9				
Outline below the number of permanent and fixe	d term contact staff by hours worked per week.				
No. of full-time staff (35 hours or more per week)	1				
No. of part-time staff (17-34 hours per week)	8				
No. of part-time staff (16 hours or under per week)	0				
Typical shift patterns in operation for employed s	staff				
Set out the typical shift patterns of staff employed at the service in this role type. You should also include the average number of staff working in each shift.	Seniors work 07.00 - 15.00 1 on shift care staff work 07.30 - 15.00 4 on shift Night staff senior works 10.00 - 07.30 1 on shift Night care staff work 10.30 - 07.30 2 on shift Domestics usually work 9-2 2 members of staff Afternoon senior carer 14.30 - 22.30 1 on shift Carer afternoons 15.00 - 22.30 3 carer on shift Evening staff member who is a carer 17.00 - 21.00				

Staff Qualifications	
No. of staff who have the required qualification to be registered with Social Care Wales as a social care worker	5
No. of staff working towards the required/recommended qualification	4
Other social care workers providing direct care	
Does your service structure include roles of this type?	Yes
Important: All questions in this section relate spe stated, the information added should be the pos	ecifically to this role type only. Unless otherwise ition as of the 31st March of the last financial year.
Filled and vacant posts	
No. of staff in post	31
No. of posts vacant	0
	1
Set out the number of staff who undertook relevant provided is only a sample of the training that make can be added to 'Please outline any additional training above'.	ant training. The list of training categories
Induction	20
Health & Safety	18
Equality, Diversity & Human Rights	6
Infection, prevention & control	12
Manual Handling	19
Safeguarding	18
Medicine management	0
Dementia	18
Positive Behaviour Management	0
Food Hygiene	15
Please outline any additional training undertaken pertinent to this role which is not outlined above.	Pressure sores skin training (in June 2023) Epilepsy Mental capacity Record keeping Diet and nutrition Diabetes Basic aid Emergency first aid Fire safety Coping with aggression person centred care Challenging behaviour
Contractual Arrangements	
No. of permanent staff	31
No. of Fixed term contracted staff	0
No. of volunteers	0
No. of Agency/Bank staff	0
No. of Non-guaranteed hours contract (zero hours)	31

Outline below the number of permanent and fixed term contact staff by hours worked per week.

staff

No. of full time staff (25 hours or more nor usely)	6				
No. of full-time staff (35 hours or more per week)	6				
No. of part-time staff (17-34 hours per week)	23				
No. of part-time staff (16 hours or under per week)	) 2				
Typical shift patterns in operation for employed s	staff				
Set out the typical shift patterns of staff employed at the service in this role type. You should also include the average number of staff working in each shift.	07.30 - 15.00 Days 3 carers plus the senior 17.00 - 21.00 Afternoon carer 15.00 - 22.30 Afternoons 3 carers plus the senior 22.30 - 07.30 Nights 2 plus the senior 7 days per week				
Staff Qualifications					
No. of staff who have the required qualification to be registered with Social Care Wales as a social care worker	15				
No. of staff working towards the required/recommended qualification	15				
Domestic staff					
Does your service structure include roles of this type?	Yes				
Important: All questions in this section relate spe stated, the information added should be the posi	cifically to this role type only. Unless otherwise ition as of the 31st March of the last financial year.				
Filled and vacant posts					
No. of staff in post	5				
	1 9				
<u> </u>	0				
No. of posts vacant  Training undertaken during the last financial year  Set out the number of staff who undertook relevance provided is only a sample of the training that may	or for this role type.  ant training. The list of training categories				
Training undertaken during the last financial year Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional training that may can be added to 'Please outline any additional training that may can be added to 'Please outline any additional training that may can be added to 'Please outline any additional training that may can be added to 'Please outline any additional training that may be added to 'Please outline any additional training that may be added to 'Please outline any additional training that may be added to 'Please outline any additional training that may be added to 'Please outline any additional training that may be added to 'Please outline any additional training that may be added to 'Please outline any additional training that may be added to 'Please outline any additional training that may be added to 'Please outline any additional training that may be added to 'Please outline any additional training that may be added to 'Please outline any additional training that may be added to 'Please outline any additional training that may be added to 'Please outline any additional training that may be added to 'Please outline any additional training that may be added to 'Please outline any additional training training that may be added to 'Please outline any additional training training that may be added to 'Please outline any additional training train	or for this role type.  ant training. The list of training categories been undertaken. Any training not listed				
Training undertaken during the last financial year Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional training that may not outlined above'.	or for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is				
No. of posts vacant  Training undertaken during the last financial year Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional training outlined above'.  Induction  Health & Safety	or for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is				
Training undertaken during the last financial year Set out the number of staff who undertook relevative provided is only a sample of the training that may can be added to 'Please outline any additional transformation outlined above'.  Induction  Health & Safety  Equality, Diversity & Human Rights	or for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is				
Training undertaken during the last financial year Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional transtruction and the safety  Induction  Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control	or for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is  1 5				
Training undertaken during the last financial year Set out the number of staff who undertook relevative provided is only a sample of the training that may can be added to 'Please outline any additional transformation outlined above'.  Induction  Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling	or for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is  1 5 2				
Training undertaken during the last financial year Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional training that may not outlined above'.  Induction  Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding	or for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed raining undertaken pertinent for this role which is  1 5 2 1				
No. of posts vacant  Training undertaken during the last financial year Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional transfer not outlined above'.  Induction  Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding	or for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is  1 5 2 1 4 2				
Training undertaken during the last financial year Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional transtruction to outlined above'.  Induction  Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding  Medicine management  Dementia	or for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is  1 5 2 1 4 2 0				
Training undertaken during the last financial year Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional transformation of outlined above'.  Induction  Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding  Medicine management  Dementia  Positive Behaviour Management	or for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is  1 5 2 1 4 2 0 5				
Training undertaken during the last financial year Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional transformation of outlined above'.  Induction  Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding  Medicine management	or for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is  1 5 2 1 4 2 0 5				
No. of posts vacant  Training undertaken during the last financial year Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional transt outlined above'.  Induction  Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding  Medicine management  Dementia  Positive Behaviour Management  Food Hygiene  Please outline any additional training undertaken	or for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is  1 5 2 1 4 2 0 5				
Training undertaken during the last financial year Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional trainity not outlined above'.  Induction  Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding  Medicine management  Dementia  Positive Behaviour Management  Food Hygiene  Please outline any additional training undertaken pertinent to this role which is not outlined above.	or for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is  1 5 2 1 4 2 0 5				
Training undertaken during the last financial year Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional trainity not outlined above'.  Induction  Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding  Medicine management  Dementia  Positive Behaviour Management  Food Hygiene  Please outline any additional training undertaken pertinent to this role which is not outlined above.  Contractual Arrangements	or for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is  1 5 2 1 4 2 0 5 0 3				
Training undertaken during the last financial year Set out the number of staff who undertook relevation provided is only a sample of the training that may can be added to 'Please outline any additional trainity not outlined above'.  Induction  Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding  Medicine management  Dementia  Positive Behaviour Management  Food Hygiene  Please outline any additional training undertaken pertinent to this role which is not outlined above.  Contractual Arrangements  No. of permanent staff	or for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is  1 5 2 1 4 2 0 5 0 3				
Training undertaken during the last financial year Set out the number of staff who undertook relevations from the provided is only a sample of the training that may can be added to 'Please outline any additional trainity not outlined above'.  Induction  Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding  Medicine management  Dementia  Positive Behaviour Management  Food Hygiene  Please outline any additional training undertaken pertinent to this role which is not outlined above.  Contractual Arrangements  No. of permanent staff  No. of Fixed term contracted staff	or for this role type.  ant training. The list of training categories y have been undertaken. Any training not listed aining undertaken pertinent for this role which is  1 5 2 1 4 2 0 5 0 3				

No. of full time staff (25 hours or more nor upolis)	0
No. of full-time staff (35 hours or more per week)	5
No. of part-time staff (17-34 hours per week)	0
No. of part-time staff (16 hours or under per week)	U
Staff Qualifications	
No. of staff who have the required qualification	5
No. of staff working toward required/recommended qualification	0
Catering staff	
Does your service structure include roles of this type?	Yes
Important: All questions in this section relate spe stated, the information added should be the pos	ecifically to this role type only. Unless otherwise ition as of the 31st March of the last financial year.
Filled and vacant posts	
No. of staff in post	3
No. of posts vacant	0
not outlined above'.	raining undertaken pertinent for this role which is
INGUCTION	1.2
	2
Health & Safety	3
Health & Safety Equality, Diversity & Human Rights	3 0
Health & Safety Equality, Diversity & Human Rights Infection, prevention & control	3 0 3
Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling	3 0 3 3
Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding	3 0 3 3 1
Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding  Medicine management	3 0 3 3
Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding  Medicine management  Dementia	3 0 3 3 1
Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding  Medicine management  Dementia  Positive Behaviour Management	3 0 3 3 1 0 2
Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding  Medicine management  Dementia  Positive Behaviour Management  Food Hygiene  Please outline any additional training undertaken	3 0 3 3 1 0 2
Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding  Medicine management  Dementia  Positive Behaviour Management  Food Hygiene  Please outline any additional training undertaken	3 0 3 1 0 2 0 3 Food safety certificate achieved by 2
Health & Safety  Equality, Diversity & Human Rights  Infection, prevention & control  Manual Handling  Safeguarding  Medicine management  Dementia  Positive Behaviour Management  Food Hygiene  Please outline any additional training undertaken pertinent to this role which is not outlined above.  Contractual Arrangements	3 0 3 1 0 2 0 3 Food safety certificate achieved by 2
Equality, Diversity & Human Rights Infection, prevention & control Manual Handling Safeguarding Medicine management Dementia Positive Behaviour Management Food Hygiene Please outline any additional training undertaken pertinent to this role which is not outlined above.  Contractual Arrangements No. of permanent staff	3 0 3 1 0 2 0 3 Food safety certificate achieved by 2 City and guilds in cooking achieved by 1
Equality, Diversity & Human Rights Infection, prevention & control Manual Handling Safeguarding Medicine management Dementia Positive Behaviour Management Food Hygiene Please outline any additional training undertaken pertinent to this role which is not outlined above.  Contractual Arrangements No. of permanent staff No. of Fixed term contracted staff	3 0 3 1 0 2 0 3 Food safety certificate achieved by 2 City and guilds in cooking achieved by 1
Equality, Diversity & Human Rights Infection, prevention & control Manual Handling Safeguarding Medicine management Dementia Positive Behaviour Management Food Hygiene Please outline any additional training undertaken pertinent to this role which is not outlined above.  Contractual Arrangements No. of permanent staff No. of Fixed term contracted staff No. of volunteers	3 0 3 1 0 2 0 3 Food safety certificate achieved by 2 City and guilds in cooking achieved by 1
Equality, Diversity & Human Rights Infection, prevention & control Manual Handling Safeguarding Medicine management Dementia Positive Behaviour Management Food Hygiene Please outline any additional training undertaken pertinent to this role which is not outlined above.  Contractual Arrangements  No. of permanent staff No. of Fixed term contracted staff No. of volunteers No. of Agency/Bank staff No. of Non-guaranteed hours contract (zero hours)	3 0 3 1 0 2 0 3 Food safety certificate achieved by 2 City and guilds in cooking achieved by 1
Equality, Diversity & Human Rights Infection, prevention & control Manual Handling Safeguarding Medicine management Dementia Positive Behaviour Management Food Hygiene Please outline any additional training undertaken pertinent to this role which is not outlined above.  Contractual Arrangements  No. of permanent staff No. of Fixed term contracted staff No. of volunteers No. of Agency/Bank staff No. of Non-guaranteed hours contract (zero hours)	3 0 3 1 0 2 0 3 Food safety certificate achieved by 2 City and guilds in cooking achieved by 1  3 0 0 0 0 3
Health & Safety  Equality, Diversity & Human Rights Infection, prevention & control  Manual Handling Safeguarding Medicine management Dementia Positive Behaviour Management Food Hygiene Please outline any additional training undertaken pertinent to this role which is not outlined above.  Contractual Arrangements  No. of permanent staff No. of Fixed term contracted staff No. of volunteers No. of Agency/Bank staff No. of Non-guaranteed hours contract (zero hours) staff	3 0 3 1 0 2 0 3 Food safety certificate achieved by 2 City and guilds in cooking achieved by 1  3 0 0 0 0 3

	<del>                                     </del>				
No. of part-time staff (16 hours or under per week)	0				
Staff Qualifications					
No. of staff who have the required qualification	3				
No. of staff working toward required/recommended qualification	0				
Other types of staff					
Ooes your service structure include any additional ole types other than those already listed?					
List the role title(s) and a brief description of the role responsibilities.	Maintenance worker employed for basic maintenan ce and garden maintenance				
Filled and vacant posts					
No. of staff in post	1				
No. of posts vacant	0				
Training undertaken during the last financial year for this role type.  Set out the number of staff who undertook relevant training. The list of training categories provided is only a sample of the training that may have been undertaken. Any training not listed can be added to 'Please outline any additional training undertaken pertinent for this role which is not outlined above'.					
Induction	0				
Health & Safety	1				
Equality, Diversity & Human Rights	0				
Infection, prevention & control	1				
Manual Handling	1				
Safeguarding	1				
Medicine management	0				
Dementia	1				
Positive Behaviour Management	0				
Food Hygiene	0				
Please outline any additional training undertaken pertinent to this role which is not outlined above.					
Contractual Arrangements					
No. of permanent staff	1				
No. of Fixed term contracted staff	0				
No. of volunteers	0				
No. of Agency/Bank staff	0				
No. of Non-guaranteed hours contract (zero hours) staff	0				
Outline below the number of permanent and fixed	d term contact staff by hours worked per week.				
No. of full-time staff (35 hours or more per week)	1				
No. of part-time staff (17-34 hours per week)	0				
No. of part-time staff (16 hours or under per week)	0				
Staff Qualifications					
No. of staff who have the required qualification	1				
No. of staff working toward required/recommended qualification	0				