

Policy Title:	Responsibilities and Standards		
Policy Code:	ICP 13.17		
Cross Referencing:	QS 13		
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1.0 Procedures:

- 1.1 All Impact for Change staff members, regardless of role, are required to present good practice in the work place, recognising and respecting the information within the policies, procedures and guidelines set down by Impact for Change.
- 1.2 Staff members are required to present good practice in partnerships with placing authorities, and ensure that they are aware of the authorities policies and procedures relating to the young person. This information will be provided by the Registered Manager.
- 1.3 The responsibility for all operational decisions within the individual home rests with the Registered Manager. These responsibilities maybe delegated by the Registered Manager to appropriate person's within the team.
- 1.4 All staff members should have a clear understanding of the line management structure within Impact for Change.
- 1.5 Staff members are to know who their immediate line manager is and be aware of levels of authority in respect of the decision making in matters such as finance, admissions, discharges, safeguarding, HR, training and general care and control matters.
- 1.6 Staff members are to be given the opportunity by the Registered Manager to participate in the decision making process through team meetings and others. This will ensure the effective operation of the home, and encourage successful team building.
- 1.7 On an individual basis, staff members are to be aware, that the work they undertake will have consequences for a number of different people. The staff member will be accountable to these people for decisions made, and the work done. In this way, accountability can be seen as a positive, developmental opportunity for the member of staff.
- 1.8 Staff members must ensure that their approach towards the young person is clearly understood by the young person and consistent in respect for the young person's learning.
- 1.9 Staff members should not use inappropriate language or gestures and should make it clear to the young person that use of inappropriate language or gestures is not expected from the young person.