



## Document Control

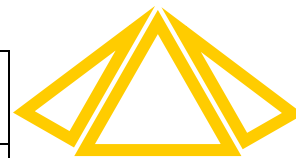
Policy Title	Working with families and wider natural support networks Policy
Policy Number	18
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Contributors	Senior Management Team
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## Version Control

Version Number	Owner	Description	Circulation
1.0	Senior Services Manager	New	SMT

Policy No. 18	Revision: 1.0
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Full Policy ID Number : 013.018.1.0	

<b>Sunbeam House Services Policy Document</b>	<b>Title: Working with families and wider natural support networks Policy</b>
	<b>Effective Date: 28<sup>th</sup> April 2015</b>



## **1.0 POLICY:**

This policy covers the following areas:

- Working with families and wider natural support networks.

Sunbeam House Services (SHS) aims to establish what people’s needs, choices and wishes are and provide the necessary supports to meet those needs. SHS aims to work closely with families and wider natural support networks in order to improve the quality of the life of the individual.

## **2.0 SCOPE:**

This policy applies to:

- All individuals in receipt of supports from SHS.

SHS will support individuals to develop and maintain personal relationships and links with their family and their wider support networks in accordance with the individual’s wishes.

## **3.0 ROLES & RESPONSIBILITIES:**

All staff working in SHS are responsible for complying with the policy.

It is the responsibility of the Client Services Manager and frontline staff:

- To encourage, support and facilitate the individual to develop and maintain personal relationships in accordance with the individual’s wishes.
- To welcome the family, friends and partners of the individual.
- To facilitate visitors of the individual in private or otherwise in accordance with the individual wishes.
- To place restrictions on visits only when requested by the individual or for reasons of privacy or safety.
- To provide opportunities for the individual to celebrate special occasions in accordance with the individual’s wishes.
- To encourage and support the individual to maintain links and involvement with local community groups and or volunteers in accordance with the individual’s preferences, with appropriate protective measures and support mechanisms.
- To encourage and support the individual to engage in the cultural life of the community, including recreation, leisure and sport.
- To encourage and support the individual to maintain links with their former community when they have moved into a residential service from another area.

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