



# **Russell House**

## **Advocacy Agreement**

**Updated:**  
October 202

**Review Date:**  
October 2025

**Staff Responsible:** Carla Mole

## **“Our Way Self-Advocacy Service”**

### **Summary of Service Details:**

**Telephone:** 01562 820262

**Manager:** Catherine Quekett

**E-mail:** [Catherine@ourway.org.uk](mailto:Catherine@ourway.org.uk)

### **Purpose of Service for Russell House:**

- To ensure that there is a robust external (to the school) advocacy service for children and young people who reside in the weekly boarding unit, “Russell House”.
- To ensure that children and young people who reside in Russell House, have the ability to raise any concerns, ideas or issues with someone who is external to Wyre Forest School yet whom can ensure that their concerns, ideas or issues are taken seriously and followed up with agreed documented actions.
- To meet and exceed the National Minimum Standards set out for Residential Special Schools.
- To link with local external agencies and promote links with local services that cater for children/young people with similar disabilities and needs.
- To encourage and sustain friendships between residential pupils and peers outside of the school.

### **Summary of Service at Russell House:**

#### ***Prior to Russell House opening (Historic from June 2014) and monitored throughout visits***

- *To provide some external, specialized liaison regarding the set-up of a weekly boarding facility which caters for a range of needs including ASD.*
- *For young people who have disabilities including ASD, to provide some feedback on the level of accommodation and the types of support/activities.*
- *To establish relations between Russell House and “Our Way” and to ensure that the consultants and advocates gain an insight into the level of service that they are going to provide.*

#### **From September 2014 to date:**

- One to two visits half-termly from two advocates.
- Advocates will bring up to four consultants who volunteer at “Our Way” service.
- Advocates and consultants will spend time within Russell House working alongside staff and spending time with the resident students building relationships. During this time, they will, where appropriate, ask the students at Russell House if they have any concerns, etc. and whether they are happy within Russell House. The Advocates
- Advocates will write a monitoring report after each visit.

will make educated judgements based upon evidence whether the students are happy and receiving a quality residential service.

- The Advocates will spend time with staff and/or the Head of Care and feedback any concerns or advice as well as any feedback from the young people.

#### **Service Requirements for Safeguarding and service standards**

- All visiting Advocates must have a current enhanced DBS, this is recorded on the schools Single Central Register.
- All visiting consultants will remain with advocates at all times.
- Advocates will remain consistent and their details, service and photos are provided for students. Posters are displayed around Russell House in communal areas.
- Staff will provide a brief report following every visit to the Head of Care in a timely fashion. Any immediate concerns will be brought to the attention to the Head of Care and/or Head teacher immediately and responses to them provided within 24 hours.