


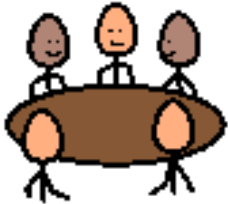




# Coolatree Respite Annual Report 2023

 	<p>Why do we have this report?</p> <p>This report outlines the quality and safety of St. Paul's Coolatree respite.</p> <p>It is a HIQA requirement.</p>
   	<p>1. Individualised Support and Care</p> <p>Each child has their own Personalised Centred Plan (PCP). This has lots of information about their wants and needs.</p> <p>The Rights Review Committee makes sure the children's rights are protected.</p> <p>Each child has their own bedroom in Coolatree.</p> <p>Staff help children communicate using Lamh, objects, pictures and devices.</p>



Children are supported to make choices about activities, routines and foods.



Families are welcome to get involved in the service through group meetings and information sessions.



Feedback from parents is important to the service and they are given a questionnaire every year.  
Coolatree got very good feedback from families in 2023.



Parents and children can make complaints about the service.

Coolatree got no complaints in 2023.



Theme 2: Effective Service

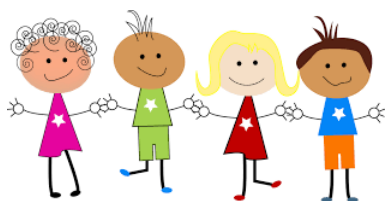


Every child has their own personal plan.





Coolatree house is homely and a nice place for the children.



Every child's access to the service is fair. Coolatree can have 3 children per night. In 2023, 17 children are availing respite in Coolatree house.



Coolatree supports children as they get older and move to adult services.



**GOAL**

Every child that attends Coolatree has their own PCP. PCPs are reviewed every 6 months and there is 1 goal that is targeted.



Theme 3: Safe Service



Coolatree aims to have in place best practice & policies to deal with any issues.



A child protection committee meets every month.

There is a Safe Guarding Statement and Body Marks Policy.



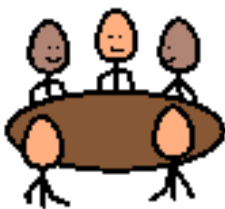
There were 4 reports to Tusla in 2023 from Coolatree.



Coolatree staff attended training on Safe Guarding.



There is a health and safety audit. Coolatree got a score of 99%.



Health and Safety are discussed at various committee meetings.



There are regular Fire Safety checks.



There is a Hygiene and Environmental Audit which had results of 94%.



If an incident happens Coolatree staff report and analyse it. There were 6 incidents/near misses in Coolatree in 2023.



Medication process is audited monthly and any findings have been Low Risk.



Restrictive Practices are used as a last resort for children who are at risk. The ARC committee reviews restrictive practices regularly.

--	--



## Theme 4: Health and Development

The health and development of each child is important in Coolatree.

Before a child starts in respite the staff meets with the child's parents to discuss their needs.

Every child has a 'Health Plan' in their PCP and this is reviewed every year.

All staff in Coolatree are trained in giving medication.

Medication for children is reviewed every month. Coolatree got a score of 99 %.

All staff in Coolatree are trained in CPR and First Aid.

Children in Coolatree are given healthy meals which they enjoy.



Coolatree try to group children with similar interests.



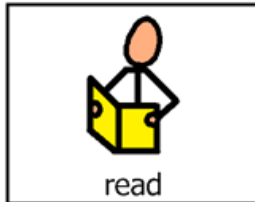
Coolatree gets information from IEP meetings from parents and teachers.



Children go to lots of fun places when they are in respite. They go to parks, cafes, zoo, sensory gardens, ice-cream shops, Wonderlights.



Coolatree has an up-to-date Statement of Purpose.



## Theme 5: Leadership, Governance and Management

Coolatree follows national guidelines.

Coolatree has clear management plan in place

Coolatree has a statement of purpose which is available for families to read.

The Director of Service gives support and advice to the service. The Director of Service tries to improve the service for children and families.

The Medical Director gives advice on mental health of the children in St. Paul's. The Medical Director is involved in developing St. Paul's service.





## Theme 6: Use of Resources



Resources are used to provide person-centred service.



The Multi-Disciplinary Team includes Psychology, Speech and Language Therapy, Occupational Therapy, Behavioural Specialist and Social Work.



A Physiotherapist is needed for some children.



## Theme 7: Responsive Workforce



Staff must have certain skills to work in Coolatree.



Staff get regular support and supervision



Staff get regular training to make sure their skills are up-to-date.



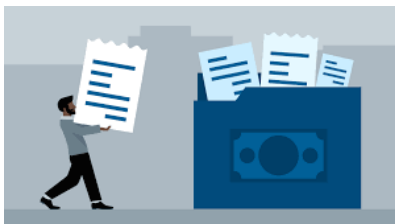
Theme 8: Use of information



Coolatree uses St. Paul's communication plan.



Information is used to plan and deliver a client-centred service.



Coolatree staff make sure there is good record-keeping and file management.