

Support Planning & Risk Management Policy

Policy Title: Support Planning & Risk Management

Organisation: SOLACE LIVING SUPPORT CIC

Version: 1.0

Date: April 2025

Review Date: April 2026

1. Purpose

To outline our approach to delivering consistent, person-centred support planning and effective risk management.

2. Scope

Applies to all individuals receiving support and all staff/volunteers involved in service delivery.

3. Policy Statement

Support plans will be tailored to each individual's needs and preferences. Risk assessments will be conducted to promote safety while supporting independence.

4. Procedures

- Each tenant will have a written support plan developed with their input.
- Risk assessments will cover daily living, mental health, tenancy sustainability, and community safety.
- Reviews will occur at least quarterly or when there are significant changes.

5. Documentation

- Plans and assessments will be securely stored and updated regularly.
- Any changes must be signed by both the support worker and the individual.

6. Roles & Responsibilities

- Support workers will lead plan development.
- Managers will review and audit plans for quality.

7. Review

Reviewed annually or following a major incident or change in legislation.