POSITIVE PROGRAMMING Policy

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| Policy number | Draft |
| Effective from | Sept 2021 |

AIM

FLINTWOOD aims to provide a program that encourages Participant’s active involvement in a variety of planned and spontaneous activities and experiences.

sCOPE

This policy applies to all FLINTWOOD employees.

1. DEFINITION

Active Support – is a **person-centered approach to providing direct support**. The goal of Active Support is to ensure that people with even the most significant disabilities have ongoing, daily support to be engaged in a variety of life activities and opportunities of their choice

Person Centred - A person-centred approach is **where the person is placed at the centre of the service and treated as a person first**. The focus is on the person and what they can do, not their condition or disability. Support should focus on achieving the person's aspirations and be tailored to their needs and unique circumstances.

1. POLICY

4.1 FLINTWOOD maintains a high-quality program is essential, because it provides a safe and healthy environment that meets and promotes the Participant’s physical, social, emotional, communication, and cognitive development.

1. Procedures

5.1 The services offered to Participants are ‘person centred’, and ‘community based’ in order to maximise empowerment to the Participant and their support networks

5.2 The program should include a balance of the following:

* Active and passive activities
* Indoor and outdoor experiences
* Individual, small group and large group experiences
* Structured and unstructured experiences
* Experiences for the development of each Participant’s social, emotional, fine, cognitive and gross motor skills
* Language, creative and sensory skills
* Health and nutritional education.

5.3 The Program must also include the following:

* Have an anti-discriminative and anti-bias approach, giving all Participants access to all activities
* Be flexible
* Have opportunities for the Participants to make choices and take on new challenges.
* Opportunities to develop a relationship with the Participant’s family where possible as FLINTWOOD prides itself on being ‘Family focussed.’
* Mutual trust and respect and the sharing of information provides continuity of care for Participant’s to feel secure and expand their learning capacity.
* Include a multicultural perspective, respecting each family’s culture and language, looking at similarities as well as differences.
* Foster language development.

5.4 The person receives the maximum amount of information in order to promote autonomy and self-management leading to an individualised program.

* 1. The Program must be costed, individualised, and discussed with Participants, families, Carers, and/ or Person(s) Responsible to ensure all parties are happy and the program and costing are agreed upon.
  2. Employees are to actively provide assistance to people to gain functional, age appropriate and personally meaningful skills through a variety of opportunities and activities.
  3. The program should be linked to the Participants personal and NDIS goals, to enable the Participant to achieve short and long term goals.
  4. Employees are to provide support to people, enabling participants to learn and develop skills at their own pace and according to their support needs and goals.
  5. Support levels at all times should reflect the Participant’s age, culture, religion and sexuality.
  6. Employees are to receive ongoing training and support in the development and implementation of the Participant’s program.

1. RESPONSIBILITIES

Employee

* Adhere to the policy
* Implement the program at all times in its entirety or to the request of the Participant
* Practice Active Support at all times
* Promote a ‘Person Centred’ approach on every shift
* Ask the Service Manager if you are unsure

Service Manager

* Write an individualised program for each individual Participant
* Meet with Participants to families to ensure the Participant is correct and cost effective
* Risk assess each activity implanted on the program accordingly
* Ensure the Participants personal goals and NDIS goals are implemented in to the program
* Adhere to the policy

General Manager

* Support the Service Manager as needed
* Promote Active Support and Person Centeredness at all times
* Adhere to the policy

CEO

* Be open for further discussion in regards to potential high risk activities
* Adhere to the policy

CHANGE HISTORY

| Version | Release / Review date | Author / Reviewer | Change details |
| --- | --- | --- | --- |
| 0.2 | September 2021 | Kay McPartland | Updated, Reformatting and review of policy |
| 0.3 | September 2021 | Policy Committee | Reviewed and Updated |