


LOCKING DOORS IN THE HOME

External and Internal Doors, form of restraint

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Management and staff of the home respect the right of the individual service user to live the lifestyle of his / her choosing, subject to an appropriate Health & Safety Risk Assessment of the individual. Specifically, this Policy summarises the human rights, particularly the right to privacy, and safety considerations regarding the locking of internal and external doors and windows within the home:

INTERNAL DOORS:

1. The Policy of the home is that internal doors should, as a general rule, remain unlocked. This is because:
 - a) It can be construed as an infringement of the service user's right of access throughout the home;
 - b) It could prove hazardous in the event of a fire. Some residents who have wished to have locks on their doors, are combination locks that in case of emergency staff can have an access.
2. The following are exceptions to this Policy, which are made with due regard to Health & Safety elements. Therefore, unless access is required by a staff member, the following doors will remain locked to all except authorised staff:
 - a) Storerooms containing cleaning, laundry and other hazardous materials (*H & S* considerations).
 - b) Outside sheds, stores or out - houses containing garden pesticides, fertilisers and other potentially hazardous materials (*H & S* considerations)
 - c) Nurses' office / medication room and other storage areas containing drugs, oxygen cylinders and disposable medical equipment such as syringes, etc. (*H & S* considerations).
3. Service users' rooms are not locked unless a service user requests this for any particular reason. In this event, risk assessment will be undertaken and this will be discussed with the manager or deputy manager. This will be recorded in care plans accordingly.

EXTERNAL DOORS and WINDOWS.

With due regard to service users who may wander, and to the overall security of the home and staff / service users, the following security measures have been adopted:

1. All external doors have been wired to activate an alarm in the event of a door opening. This alarm is both audible and also visible through warning lights on an integral control panel.
2. The front door will remain locked at all times, i.e. the home is not accessible from the outside without first ringing the front door bell. The front door is a deterrent for people of suspicious nature (i.e. thieves, etc.), just like any person will keep their front door locked for safety.
3. Staff constantly monitor open back and side doors and windows and ensure that they are closed and locked as necessary as night falls, this is recorded daily.