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STATUTORY INSTRUMENTS

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**2002 No. 3213**

**CHILDREN AND YOUNG PERSONS, ENGLAND  
SOCIAL CARE, ENGLAND**

**The Residential Family Centres Regulations 2002**

*Made - - - - 21st December 2002*

*Laid before Parliament 23rd December 2002*

*Coming into force 1st April 2003*

**THE RESIDENTIAL FAMILY CENTRES REGULATIONS 2002**

**PART I**

**GENERAL**

1. Citation, commencement and application
2. Interpretation
3. Excepted establishments
4. Statement of purpose and resident's guide

**PART II**

**REGISTERED PERSONS**

5. Fitness of registered provider
6. Appointment of manager
7. Fitness of manager
8. Registered person—general requirements
9. Notification of offences

**PART III**

**CONDUCT OF RESIDENTIAL FAMILY CENTRES**

10. Health and welfare of residents
11. Further requirements as to health and welfare
12. Arrangements for the protection of children
13. Placements
- 13A. Assessments
14. Facilities and services

**Changes to legislation:** There are outstanding changes not yet made by the legislation.gov.uk editorial team to The Residential Family Centres Regulations 2002. Any changes that have already been made by the team appear in the content and are referenced with annotations. (See end of Document for details) View outstanding changes

15. Staffing of residential family centre
16. Fitness of workers
17. Employment of staff
18. Staff views as to conduct of residential family centre
19. Records
20. Complaints

PART IV  
PREMISES

21. Fitness of premises
- 21A Use of surveillance
22. Fire precautions

PART V  
MANAGEMENT

23. Review of quality of care
24. Financial position
25. Visits by registered provider

PART VI  
MISCELLANEOUS

26. Notifiable events
27. Notice of absence
28. Notice of changes
29. Appoint of liquidators etc.
30. Death of registered person
31. Offences
32. Compliance with regulations  
Signature

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SCHEDULE 1 — INFORMATION TO BE INCLUDED IN THE STATEMENT OF  
PURPOSE

1. A statement of the aims and objectives of the residential...
2. A statement of the services, including details of the types...
3. The name and address of the registered provider and of...
4. The relevant qualifications and experience of the registered provider and...
5. The number, relevant qualifications and experience of persons working at...
6. The organisational structure of the residential family centre.
7. The fees and charges of the residential family centre.
8. The criteria for admission to the residential family centre, including,...
9. A description of the underlying ethos and philosophy of the...
10. A description of any specific assessment, monitoring or therapeutic techniques...
11. A description of the advice, guidance and counselling provided, including...
12. The fire precautions and associated emergency procedures in the residential...
13. The arrangements for dealing with complaints.
14. The rules and conditions applying to residents, and the circumstances...

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15. The arrangements for respecting the privacy and dignity of residents...
16. The policy relating to the use of drugs and alcohol...
17. The residential family centre's confidentiality policy.
18. The arrangements for protecting children and parents under the age...
19. A description of any electronic or mechanical devices for the...

#### SCHEDULE 2 — INFORMATION REQUIRED IN RESPECT OF PERSONS SEEKING TO CARRY ON, MANAGE OR WORK AT A RESIDENTIAL FAMILY CENTRE

1. Positive proof of identity.
2. Either— (a) where the certificate is required for a purpose...
3. Two written references, including a reference from the last employer,...
4. Where a person has previously worked in a position whose...
5. Documentary evidence of any relevant qualification.
6. A full employment history, together with a satisfactory written explanation...

#### SCHEDULE 3 — INFORMATION TO BE INCLUDED IN CASE RECORDS

1. In respect of each member of the family—
2. The name of the placing authority, if any, and the...
3. The name, address and telephone number of any social worker...
4. The terms of any court order under which the family...
5. The name and address of the general medical practitioner in...
6. The name, address and telephone number of any school, college...
7. The date and circumstances of any serious incident involving any...
8. Any special dietary, dental or other health needs, including details...
9. Details of any medicines kept for any member of the...
10. Details of any accident or serious illness sustained by any...
11. Arrangements for, including any restrictions on, contact between any child...
12. Details of any period of absence from the residential family...
13. A copy of the placement plan and any revision of...
- 13A A copy of any relevant information, conclusion or recommendation resulting...
14. A record of any money or valuables deposited by any...
15. The address, and type of establishment or accommodation, to which...

#### SCHEDULE 4 — OTHER RECORDS WITH RESPECT TO RESIDENTIAL FAMILY CENTRES

1. A copy of the statement of purpose.
2. A record in the form of a register showing—
3. A statement of the procedure to be followed in the...
4. A statement of the procedure to be followed in the...
5. A record of every fire practice, drill or test of...
6. A daily log of events occurring in the residential family...
7. A record showing in respect of each person employed at...
8. A copy of any report made under regulation 25.
9. A record of all complaints made by residents or by...
10. A record of the charges payable by or in respect...
11. A copy of the staff duty roster of persons working...
12. A record of all visitors to the residential family centre....
13. A record of all accounts kept in the residential family...

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## SCHEDULE 5 — EVENTS AND NOTIFICATIONS

### Explanatory Note

**Changes to legislation:**

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**Changes and effects yet to be applied to :**

- Regulations words substituted by [S.I. 2022/634 Sch. para. 1\(1\)\(3\)](#)

**Changes and effects yet to be applied to the whole Instrument associated Parts and Chapters:**

- blanket amendment words substituted by [S.I. 2023/1071 Sch. para. 1](#)

Whole provisions yet to be inserted into this Instrument (including any effects on those provisions):

- reg. 25(4A)-(4D) inserted (temp.) by [S.I. 2020/909 reg. 2\(2\)](#)