

Information for Referrers

Burdett Lodge Approved Premises provides enhanced supervision and support for residents on Bail, Community Sentences or post-custodial Licence.

Burdett Lodge is approved to accommodate up to 27 offenders. A special needs unit situated close to the main office can accommodate a person with a disability or an offender who needs closer supervision.

All residents must abide by the 11.00pm – 6.00am curfew. Individual curfew and tagging can also be monitored.

Referral Information

Targets for Referrals:

Burdett Lodge should be reserved for those offenders who require an enhanced level of supervision within the community and is not meant for offenders who only have an accommodation problem. Priority will be given to offenders who both require and would benefit from the structured and supporting environment it will provide.

We have close links with many external agencies with which to meet the needs of residents.

Bail Referrals:

When a court is considering bail, duty Probation staff should complete the referral form (available via Burdett Lodge) after interviewing the offender. An initial Risk Assessment is needed in all cases.

The offender must agree to accept the rules of the Approved Premises. In cases of problematic substance misuse, the offender must show a commitment to undergo treatment. In this instance there should be a bail condition that the offender engages with the substance misuse worker that is based here, during their stay.

Where a fax machine is not available, the referral information should be read over the phone to the Probation Hostel Assistant.

Decision Time:

A decision can be made quite quickly in most cases. A referral involving more complicated issues will take longer – particularly if there is risk management issues. If the referral is unsuccessful clear reasoning should be given for this.

Bail Assessment/ Condition of Residence/ Licence Referrals:

These can be made initially by a telephone call, followed by a written application using the referral form (available via Burdett Lodge). This should be accompanied by all other relevant information such as previous convictions, pre sentence reports, any psychological or psychiatric reports. We will also require a current risk assessment. The make-up of the resident group is constantly changing and will determine which referrals are accepted. An unsuccessful application may be reconsidered on another occasion.

All residents will be allocated a key worker on arrival. The offender and key worker will meet in order to compile a work plan – a contract of work for the offender to follow

during their stay. All residents will be expected to attend groupwork programmes that run at the Approved Premise including 'Basic Skills' where a need is identified. The attendance of accredited programmes run by the Probation Service will also be enforced where stipulated.

Residents can also expect help in moving on from the Burdett Lodge to a suitable address.

Burdett Lodge Rules

Residents are expected to abide by the rules of the Approved Premises. Failure to do so may result in Breach action or the bed being removed.

In brief:

Curfew

11.00pm – 6.00am Every Day

Behaviour

To treat others with respect and not to use any language or behave in any way that could give offence to other residents, Probation staff or the public.

Rent

Residents are required to pay rent from their wages or state benefit and give a £5 deposit for their key.

Alcohol and Illegal Drugs

Are not permitted on the premises under any circumstances.