



# MacIntyre

Providing support...your way

## **Monthly Briefing**

### **March 2025**

## Positive News

A selection of what's going on around MacIntyre

### No Limits is 20!

MacIntyre's No Limits™ Post-16 Education division celebrates its 20 year anniversary this year. Watch this space for our celebrations!

### We have money to give away!

As we get close to the year end, we still have some funds available in the Your Money Fund. This is specifically to benefit an individual who draws on our support and could be used for a holiday, day out, clothes, IT etc

To apply, just email [fund@macintyrecharity.org](mailto:fund@macintyrecharity.org) to set out what's needed, how much is needed and who it's for

### Soup and Chat

The team in Chesterfield have started the Soup and Chat initiative. A true example of working together which went brilliantly. Find out more [here](#).

### Employees of the Month

Many congratulations to our latest Employees of the Month: Andrea Griffiths, Support Services, Rachel Winup, Adult Social Care, Steve Hayes, CYP, and Sabah Zubair, No Limits. To find out why they were nominated, keep an eye on our news items and social channels.

# Celebrating MacIntyre Anniversaries

## In February 2025

### 3 years' service

Fay Bartholomew  
Jemima Bruce-Arthur  
Caitlin Dodd  
Jayden Hobbs  
Ewan Hutcheson  
Katie Lloyd  
Alison Morrall  
Darren Patrick  
Rachael Robinson  
Carly Rowe  
Sheila Sige  
Claire Stock  
Rhea Tebbutt  
Jeanette Warrior

### 5 years' service

Geza Barta  
Kossi Djissenou  
Manita Gurung  
Christopher Hanlon  
Tracey Howley  
Paul Hubbard  
Siobhan Jackson  
Katrina McGlynn  
Abigail Tracey

### 10 years' service

Lucinder Ibitola

### 20 years' service

Mirosława Sledzianowska

### 25 years' service

Mary Chandler

### 30 years' service

Catherine Farrell



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# Staff Qualifications Achieved

We're celebrating everyone who has recently completed or renewed a qualification with MacIntyre

## Competent Practitioner - Intensive Interaction

Zahra Fowlie  
Abigail Williams

all MacIntyre School and Children's Homes

## Renewal - Competent Practitioner - Intensive Interaction

Issah Aziz  
Verna Baker  
Emma Borrill  
Julie Fox  
Leo Slobin

all above MacIntyre School and Children's Homes

## Accredited Medicine Training – CPD

Nicole Brooks – Haddons, Milton Keynes  
Angeline Chipangura - Georgie Grove, Greater Manchester  
Jade Marlow - Waring Close, Leicester  
Katie Nelson – My Time, Bedford LLL  
Nichola Wraight – Ffordd Glyn, Wrexham

## Level 3 Diploma Residential Childcare required units

Rebecca Porter - Robin Class - Wingrave School

## Level 3 Diploma in Residential Childcare

Danniella Cushing - Woodland View, St Albans  
Rotimi Magbagbeola - House 6 Oak, Wingrave  
Itai Manjengwa - House 6 Oak, Wingrave  
Noble Oji - House 7 Maple, Wingrave

## Level 3 Award in Education and Training

Amanda Dodwell - Kingfisher Class - Wingrave School  
Alcia Evans - No Limits, South Bucks  
Rebecca Mash - No Limits, South Bucks  
Raquel Matthews - No Limits, Milton Keynes  
Carly O'Mahoney - No Limits, Bedford  
Bhobina Pun - No Limits, South Bucks  
Ifeanyi Unam - No Limits, North Bucks

For information about the training and qualifications you can gain through MacIntyre, contact [training@macintyrecharity.org](mailto:training@macintyrecharity.org)



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# People

Updates for senior and specialist roles

## Joiners

- Rui Muparadzi joined us in February as an Administrator in Hertfordshire
- Schae Janes joined us as a No Limits Programme Coordinator in Buckinghamshire in January

## Leavers

- Tracey Hills-Exell, Administration Team Leader at MacIntyre School, Wingrave, left us in January
- Dawn Penn, Administrator in Hertfordshire, left us in January
- Annie Hitchman, Marketing Lead, leaves us at the end of March

We don't have room here to welcome all our new joiners by name, but you are all very welcome and we hope you enjoy your career with MacIntyre

The MacIntyre Structure Charts which show our different divisions are held on the intranet [here](#), together with a NEW resource: a Who's Who directory of contact details of MacIntyre's main office, central support and operations.

# Places

## Oxford community dates

Our colleagues in Kennington have organised some amazing community events – all welcome, contact [Kaylee Stone](#) for more info

### Disco dates

- 28 March 6-8pm
- 25 April 6-8pm
- 30 May 6-8pm
- 27 June 6-8pm
- 25 July 6-8pm
- 29 August 6-8pm
- 26 September 6-8pm
- 31 October – Halloween - 6-8pm
- 5 December - 6-8pm

### Pop-up shop dates

- 5 April 10am-2pm
- 3 May 10am-2pm
- 7 June 10am-2pm
- 5 July 10am-2pm
- 2 August 10am -2pm
- 6 September 10am-2pm
- 4 October 10am -2pm
- 1 November 10am-2pm
- 6 December 10am – 3pm – Christmas craft fair (stall welcome)



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## Manchester Melodies are back!

The wonderful MacIntyre choir are returning for more dates this year, focusing on songs from the musicals. They're performing every Friday afternoon, learning some BSL and new songs along the way.

If you happen to be in Heywood on a Friday afternoon, drop by!

## Celebration Days

People around MacIntyre celebrated the Chinese New Year and Valentine's Day in style.

In Hertfordshire, people made Valentine's Day cards for their family and friends, plus heart-shaped pizzas for dinner.



At Central we learned a lot from Sui-Ling about Chinese New Year traditions,

Fletchers Mews in Milton Keynes produced an experimental film for Chinese New Year wishing everyone Gong Hei Fat Choy. Well worth a [look](#).

And the gentlemen at Masefield Crescent celebrated Chinese New Year in style, as did the pupils at MacIntyre School and too many more to mention!



**Remember:** if your area produces a local newsletter, do send them to us at [marketing@macintyrecharity.org](mailto:marketing@macintyrecharity.org) and we can include them in the Briefing.

# Personal development

## HR Training

The following HR training courses have been arranged for managers. Each training session will be face to face, led by members of the HR Team. Each session will be around 3 hours – 4 hours. Priority will be given to managers who have not previously attended that particular training before.

Please talk with your line manager so they can support you to take the time to attend and to understand which session would best support your personal development and the team you work in. For example if you are a new manager then the HR Basics would be a good start as an introduction to HR and your responsibilities under MacIntyre's HR policies and process. The other courses cover particular HR areas in more detail.

Please book the training through the LMS, which gives further details about each course, with details of the timings and venue. Each course is available in both North and South venues.

### Courses available:

#### North

- HR Basics – 25 March 2025 – Warrington Business Park
- Disciplinary Chair – 02 April 2025 – Warrington Business Park
- Investigating Disciplinary Matters – 22 May 2025 – Warrington Business Park

#### South

- HR Basics – 12 March 2025 – The Caldecott Room, Great Holm
- Absence Management – 08 April 2025 – The Ridgeway Centre
- Investigation – Disciplinary Matters – 10 June 2025 am – The Caldecott Room, Great Holm
- Grievance - 12 June 2025 pm – The Caldecott Room, Great Holm

If you need any support to attend or have any questions then please contact [human.resources@macintyrecharity.org](mailto:human.resources@macintyrecharity.org)



## Health & Safety 2025 Training

The following courses are offered via Teams, to book a space please email [health.safety@macintyrecharity.org](mailto:health.safety@macintyrecharity.org)

### Risk Assessment for Managers

- 9 May
- 22 July
- 7 November

### H&S Rep Induction

This course is for H&S Reps who are new to the role or who need a refresher. This course is recommended for refresher every 3 years.

- 20 June
- 18 November

### H&S Rep CPD Meeting

This session is for H&S Reps who have already completed the Rep training. It is an information session where you can ask questions, learn about updates and share good practice. This session is recommended to be completed by H&S Reps yearly.

- 21 March
- 17 September

### Manual Handling Key Trainer CPD Meetings

- 4 April
- 15 October

# Policies

The following documents have been updated:

- Registered Care Support Agreement Easy Read – this Adult Social Care document is to replace any previous versions you may be using.
- Mobility Component Contribution - Guidance Notes
- Mobility Component Contribution Letter - Easy Read

All the above documents sit under [Support Agreements](#) on the intranet, together with other easy read support agreements. Scroll to find the relevant documents. (Note that the titles of documents previously titled Service Agreements and similar are being changed to Support Agreements.)

# Process

## Health and Safety

### Key Risk Register

We have now launched the new [Key Risk Register](#), which will form part of the new Key Risk Audit process that will start in April 2025.

Area, Programme and Regional Managers have received inductions on the new form and process, which they will be sharing with managers of each location. If you haven't received this induction/form yet, please speak to your manager.

The completed Key Risk Register needs to be returned to the Health and Safety Team by 21<sup>st</sup> March 2025, via the inbox [health.safety@macintyrecharity.org](mailto:health.safety@macintyrecharity.org)

### Quarterly H&S, Medication and Finance Inspections

A reminder these need to be completed on AssessNET. Please make sure you are using the correct template for your location, for example the template including the word 'office' only relates to admin offices.

The quarterly inspection templates are updated periodically, so please ensure you are not using the old versions from the manual as these are no longer valid. If you have any questions or need any support with accessing quarterly inspections, please contact the H&S Team.

## Safeguarding – the national picture

Thanks to the Ann Craft Trust for sharing the update below.

### New Guidance on tackling inequalities in people with a learning disability

New best practice guidance has been created by the Social Care Institute for Excellence (SCIE) for the adult social care workforce on how to reduce inequalities for people with learning disabilities and autistic people.

- [New guidance on tackling inequalities in people with a learning disability](#) – Learning Disability Today
- [Tackling inequalities](#) - Social Care Institute for Excellence

## Setting the right culture

A reminder that having the right culture and 'doing the right thing' prevents really is integral to safeguarding after coroners ruling.

- [Unhealthy culture at a care home](#) – BBC News

## Lessons from institutional safeguarding failures in 2024

A useful summary of some of the big institutional abuse that was in the headlines through 2024 and how all organisations can learn from them.

- [Lessons from failures](#) – Hunters Law

## Dementia Care

Useful information about 'sundowning' and dementia and working with adults with dementia from global majority/UK minority ethnic backgrounds:

- [Sundowning and dementia](#) – Alzheimer's UK
- [Working with adults with dementia from UK minority ethnic backgrounds](#) – Community Care UK



# Payroll Dates 2025

Please note all relevant dates for this year  
**Payroll**



Grids to be returned	Any other documents	Payday
6 Jan	16 Jan	24 Jan
6 Feb	16 Feb	25 Feb
6 March	16 March	25 March
7 April	16 April	25 April
6 May	16 May	23 May
6 June	16 June	25 June
7 July	16 July	25 July
6 Aug	15 Aug	25 Aug
5 Sept	16 Sept	25 Sept
6 Oct	16 Oct	24 Oct
6 Nov	16 Nov	24 Nov
Dec TBC	Dec TBC	Dec TBC



# Participation

## Every Voice Matters – Upcoming All-Staff Survey

We're excited to announce that an all-staff survey will be launching in April, and we want to hear from you! It has been three years since our last all staff survey, so this is a huge opportunity for colleagues, across MacIntyre, to share thoughts, opinions, and feedback on your experiences within the organisation.

What's the purpose? To listen, learn, and create meaningful action based on what matters most to you. Your insights will help us shape the future of our workplace and ensure we continue to grow together.

The survey will be administered by Agenda Consulting, an external employee engagement organisation. Agenda are experts at running confidential large scale surveys and we are pleased to be working with them once more.

### Here's a timeline of what to expect:

- 30 April: The survey will officially be launched during our MacIntyre Connect Call
- May: The survey will be live for the entire month, giving everyone time to have their say.
- June - August: Survey results will be shared with Senior Managers & Staff Council, which will allow an opportunity to develop Division specific action plans.
- September: We'll share the survey feedback during another Connect call, as well as within October's Staff Briefing. This will also include an update on key actions & commitments.

Your voice is vital in driving positive change. We encourage everyone to take part and help us make a difference together. Stay tuned for more details closer to launch!

## Families week starts with a cuppa!

We are celebrating our fifth Families Week from 21 to 27 April. This is time dedicated in recognising the vital role of families, and how families play such an integral part in the lives of their loved ones. This year, we are committed to making this week a truly engaging and meaningful time.

Celebrating Families Week is linking with Time for Tea, encouraging local tea parties as a warm welcoming way to bring families, staff and people who draw on support together. These Time for Tea events offer a chance to share stories, strengthen relationships and simply enjoy each other's company over a cup of tea and a piece of cake.

We invite everyone to take part, either by hosting a tea party or attending a tea party. You will be sent a Time for Tea pack, which will provide you with what you need to advertise your event, invite families and party pieces to make your event look fancy.

Find out more and **sign up** to get your Time for Tea pack: [click here](#).

## Curious about Connect?

Our MacIntyre Connect calls are held every other Wednesday at 11 am. Everyone is welcome to join. The Teams link is the same every time and is always in the event details.

We've just launched a new section on the home page of the intranet which will give you all the details you need to join a Connect call, plus a link to previous recordings. [Click here](#) to see the new section.

The next calls:

- **Wednesday 5 March:** a really helpful resource for all staff in which Franklins solicitors give us information about making a Will, and about Trusts and Powers of Attorney.
- **Wednesday 19 March:** you'll hear from MacIntyre's Autism Group with a discussion on autism, ADHD, dyslexia and more, plus resources to support staff.

All the calls are recorded and you can catch up afterwards – *all the videos are time-stamped so you can skip to the sections you're most interested in.*

## Events and Special Interest Groups

Coming up:

[Let's Talk. Period – for male staff](#) on 12 March and [Let's Talk. Period – for all MacIntyre staff](#) on 20 March. Talking about periods and the menopause can feel uncomfortable and may feel like a taboo topic, but it's a natural part of life. No matter who you are and what job you have you will come into contact with people experiencing this, so join one of the workshops.

[Dementia Special Interest Group on 18 March](#) – the theme is Communication when supporting someone with dementia. Hear from MAQ, our wonderful guest speaker and expert by experience. Maq's award-winning work in the dementia field provides invaluable insights. And learn about the latest approaches and news from Beth Britton.

[CQC Forum on 19 March](#) – for Adult Social care colleagues: join this call if you want to feel confident at the next CQC Inspection. And meanwhile find out how to prepare for what to do when the CQC or CIW Inspector calls at [this special intranet page](#).

Neurodiversity in the workplace Network Group – online meetings last Thursday of each month. 27 March covers ADHD. Contact [annie.hitchman@macintyrecharity.org](mailto:annie.hitchman@macintyrecharity.org) for more details.

## Save the date!

### Inspiring Leaders

Frontline leaders, book this into your calendars - the morning of Thursday 12 June at the Ridgeway Centre, Milton Keynes.

### Marjorie Newton Wright Awards

Our annual staff awards celebration will be held in the afternoon of Thursday 12 June at the Ridgeway Centre, Milton Keynes

# Pay, Reward and Employee Support

## Share your story

### Mental health Awareness Week - May

You probably know everyone at MacIntyre has access to TELUS, our free Employee Assistance Programme. They offer advice, counselling and resources on a wide range of issues.

We know some people are reluctant to use TELUS, or sceptical about what it can offer. So for Mental Health Awareness Week in May, we would like to gather a few examples of staff members who have used TELUS and how it has helped, and share these in an article. We don't expect very personal details, and won't share people's names unless you wish. The purpose is to encourage others to use this helpful resource.

Because TELUS is completely confidential, MacIntyre has no idea who has used it. Therefore we're asking in this Briefing for people willing to share their stories to get in touch.

We appreciate this can get very personal, so if you're willing to share, please contact Tess Marshall, Communications Lead, as she will be writing the article. Tess will share only what you wish to share, and will agree wording with you in advance. Contact Tess on [tess.marshall@macintyrecharity.org](mailto:tess.marshall@macintyrecharity.org) or on 07557 435435.

### Pride month – June

Similarly, the Diversity Advisory Group would like to share a few stories from staff who are part of the LGBTQIA+ community. We've heard that MacIntyre has been particularly supportive of people who've felt marginalised by other employers, and we would like to share some of those stories during Pride month.

This can be anonymous if you wish, and again, stories are being collected in confidence by Tess Marshall, who has been leading the Gender and Sexuality sub-group, which is part of the Diversity Advisory Group. Contact Tess on [tess.marshall@macintyrecharity.org](mailto:tess.marshall@macintyrecharity.org) or on 07557 435435.

So get in touch – stories are powerful and are a great encouragement for more people from diverse backgrounds to join MacIntyre.

## Action for Happiness

The organisation [Action for Happiness](#) share a monthly calendar which contains small steps we can all take each day to improve our mental health and the happiness of those around us.

### *Mindful March*

March's theme is mindfulness, and you'll find the link to the March calendar [here](#). You can download it, subscribe to daily emails, or download the app.



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If you have feedback on this Briefing or want to include items for the next one

## Contact

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