

Two-Week Rolling Rota (12-Hour Shifts)

Shift times:
• **Day:** 09:30–21:30
• **Night:** 21:30–09:30
• **3 staff on per shift**

WEEK 1 – STAFF ROTATION TABLE

Week 1

Day	Shift	09:30–21:30 (Day Shift)	21:30–09:30 (Night Shift)	Manager On-Site
Monday	Day / Night	Staff A, Staff B, Staff C	Staff D, Staff E, Staff F	09:30–17:30
Tuesday	Day / Night	Staff D, Staff E, Staff F	Staff A, Staff B, Staff C	09:30–17:30
Wednesday	Day / Night	Staff A, Staff D, Staff E	Staff B, Staff C, Staff F	09:30–17:30
Thursday	Day / Night	Staff B, Staff C, Staff F	Staff A, Staff D, Staff E	09:30–17:30
Friday	Day / Night	Staff A, Staff B, Staff F	Staff C, Staff D, Staff E	09:30–17:30
Saturday	Day / Night	Staff C, Staff D, Staff E	Staff A, Staff B, Staff F	–
Sunday	Day / Night	Staff A, Staff E, Staff F	Staff B, Staff C, Staff D	–

WEEK 2 – STAFF ROTATION TABLE

Day	Shift	09:30–21:30 (Day Shift)	21:30–09:30 (Night Shift)	Manager On-Site
Monday	Day / Night	Staff B, Staff D, Staff F	Staff A, Staff C, Staff E	09:30–17:30
Tuesday	Day / Night	Staff A, Staff C, Staff E	Staff B, Staff D, Staff F	09:30–17:30
Wednesday	Day / Night	Staff B, Staff C, Staff D	Staff A, Staff E, Staff F	09:30–17:30
Thursday	Day / Night	Staff A, Staff E, Staff F	Staff B, Staff C, Staff D	09:30–17:30
Friday	Day / Night	Staff B, Staff D, Staff E	Staff A, Staff C, Staff F	09:30–17:30
Saturday	Day / Night	Staff A, Staff C, Staff D	Staff B, Staff E, Staff F	–
Sunday	Day / Night	Staff B, Staff E, Staff F	Staff A, Staff C, Staff D	–

The home operates with a consistent and stable staffing structure, using a two-week rolling rota to ensure continuity of care, balanced staffing, and full coverage across all 24-hour periods. Care is provided by three staff on each shift, working 12-hour patterns with handovers at 09:30 and 21:30, which typically take no longer than ten minutes. This ensures all essential information is exchanged without causing disruption to the household or the local area.

The rota is designed to provide an even distribution of day and night shifts for all staff, prevent fatigue, and maintain consistent relationships between staff and children. The manager is on site Monday to Friday from 09:30 to 17:30 to oversee operations, support staff, monitor safeguarding, and ensure regulatory requirements are met. Weekends remain fully staffed, with no reduction in care or supervision.

This structured approach ensures the home remains safely staffed at all times while avoiding unnecessary traffic, noise, or disturbance to neighbours.