

Pathway Team Financial Policy

Pathway Team

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Purpose

The aim of this procedure is to standardise the Department's approach in how it financially supports young people looked after who become care leavers.

To ensure funding is maximised for all young people as defined above, whether it be through departmental or external funding and to adhere to the standard that young people leaving care are no worse off than if they were on state benefits.

Scope

The procedure applies to all young people who are eligible, relevant, former relevant or qualifying as defined by the Children (Leaving Care) Act 2000.

Responsibilities

Principal/Senior Practitioners are responsible for ensuring this procedure is adhered to. Allocated workers are responsible for formulating the Pathway Plan, a key component of which is the financial plan. They are responsible for the day-to-day management of the case.

Equalities

The Equalities policy must be applied to ensure there is no discrimination on the basis of race and ethnicity, disability, age, gender, sexual orientation, religion and belief, Welsh Language or human rights.

Related Documents

Children Act 1989

Children (Leaving Care) Act 2000

National Minimum Standards for Fostering Services: Standard 14

National Minimum Standards for Children's Homes: Standard 6

The Children Act 1989 (Higher Education Bursary) (Wales) Regulations 2011

Body of Procedure

1.0. Who is a Care leaver?

The Children (Leaving Care) Act 2000 creates 4 categories of young people as follows;

- 1.1 **Eligible:** Aged 16 or 17 and currently looked after, The young person must have been looked after for a period or periods totalling at least 13 weeks which began after their 14th birthday and ended after the age of 16
- 1.2 **Relevant:** Aged 16 or 17 and have left care, having previously been in the category of eligible young person (as above). If a young person who is looked after under Section 20 of the Children Act 1989 (eligible or relevant) leaves care and returns home for a period of 6

months or more, to be cared for by someone with parental responsibility for them, they cease to be eligible or relevant and become qualifying. If this breaks down prior to 18th birthday the young person reverts to being eligible or relevant, dependent upon their situation and wishes.

1.3 **Former Relevant: Aged 18-21** (or 25 if in education/training) and have previously been eligible and/or relevant.

1.4 **Qualifying Young Person:** A “person qualifying for advice and assistance” is defined in Section 24 of the Children Act 1989 as:

A person who is at least 16 but under the age of 21 and

with respect to whom a Special Guardianship Order is in force (or was in force when he reached 18), or

at any time after reaching the age of sixteen but while still a child was, but is no longer, looked after, accommodated or fostered.

2.0. Financial Support available

2.1. Every eligible young person (whether in foster or residential care), relevant or former relevant care leaver should have their financial needs assessed and included in their Pathway Plan.

2.2. Eligible and relevant young people (16 and 17 year olds), in most cases, will not be entitled to Income Support, Job Seekers Allowance (JSA) or Local Housing Allowance. Responsibility for financial support lies with the Children’s Services Department. However, exceptions to this rule apply in respect of lone parents, and young people who are sick or disabled (as defined in the Income Support (General) Regulations 1987). This group are able to claim Income Support or Jobseekers Allowance including any relevant premiums but are excluded from Local Housing Allowance.

2.3. Qualifying care leavers are able to access state benefits and should be supported to do so. However, there may be costs associated with education/training, including higher education that requires financial support from Children and Family Services Department.

2.4. The benefit entitlements of former relevant (over 18s) young people remain unaltered, as do individual’s rights to claim non-means tested benefits such as Disability Living Allowance and Employment and Support Allowance (previously Incapacity Benefit). Children’s Services Department staff are expected to maximise take up of benefits before making assessments for financial support from the department.

2.5. Due to the extension of duties to support care leavers laid down within the Children and Young Person’s Act 2008 there may be occasions whereby young people whose case was closed at 21 return to Children’s Services, up to the age of 25, requesting support as they are returning to education or training. In these circumstances a Pathway Plan will need to be completed to assess the level and types of support required. There is a duty to extend the provision of Personal Advisor support, keep in touch and financial assistance where necessary. These young people may be in a range of settings, all of which need taking into account when assessing financial need e.g. married/civil partnership, being a parent, sick or having been employed.

2.6. Regardless of their care leaver category the principle, in terms of financial support, should always be to explore all avenues of possible funding. Parents and others with parental

responsibility should, wherever possible, be involved in supporting the young person which could include making a financial contribution to meet the needs of their son/daughter

3.0. Minimum Standards

- 3.1. The Local Authority should always use its best efforts to ensure that the package of support for any individual young person is the one, which will best meet their needs, wants, circumstances and abilities. Since the package will normally include help linked to specific areas, such as education, the value overall should generally be well above the level which would have been supplied through the benefits system. These minimum standards are intended to protect young people against the possibility that they might be offered inadequate assistance.
- 3.2. No young person should receive a package for their accommodation and maintenance - whether paid to them directly, provided by a third party or handled on their behalf by the department - which comes to a value less than they would have received if they had been entitled to claim Income Support or Job Seeker's Allowance.
- 3.3. Social workers and personal advisors must make every effort to ensure receipts are obtained for the transfer of cash to young persons and to support the cash purchase of items. Receipts should be promptly submitted to the financial section as evidence that the cash has been used for the authorised purpose
- 3.4. The basic process to be followed is: - Recommendation – Request – Authorisation – Payment – Receipt – Finance team

4.0. Access to Financial Support

- 4.1 All young people should be supported to open and manage a bank account in order to help them play a full and productive part in society. The extent to which young people can manage their finances will vary from case to case and the Pathway Plan should respond to needs and abilities accordingly.
- 4.2. As far as possible, assistance should be channelled through bank accounts, especially for those young people who are most able to manage their finances. For the less able it will be appropriate to handle some of the finances for the young person e.g. rent may have to be paid directly to landlords. In extreme cases, it may be necessary to handle all finances on behalf of a young person. However, the Pathway Plan must address this need and respond appropriately - reducing dependence on a gradual basis.
- 4.3. The aim should be to minimise the amount of support provided as cash in hand, but at the same time, recognise that there will be occasions where this is the most appropriate course of action.

5.0. Level of Allowances

- 5.1 A young person's income should not fall below the level of Income Support/Income Based JSA. Any Personal Independent Payment Allowance received by a young person should be disregarded when calculating their allowance, as should Criminal Injuries Compensation and any inheritance below £8,000. If an amount inherited is more than £8k then individual discussions needs to take place regarding their circumstances.

5.2 Where a young person is employed or has another source of income, they must provide payslips or other evidence to assess entitlement to assistance. They should also be required to provide written evidence if their employment ends.

6.0. Summary of Allowances

6.1. Eligible/ Relevant Children (Weekly Allowance)

6.2. The basic rate is paid at the same as Job seekers allowance. The young person is expected to cover most of their own living costs from the weekly allowance. These include buying food, toiletries, cleaning materials, socialising, travelling and household bills.

6.3. The Local Authority has the ability to place sanctions on these payments. This means that direct allowance payments will stop and the young person will be provided with food vouchers and the young person's household bills will be paid.

6.4. Sanctions will generally be used in the following circumstances:

- If the young person is refusing to engage with education, training and employment
- If the young person refuses to attend the Independent living skills course (all care leavers are expected to attend this course)
- If the young person is continually unable to budget responsibly
- If the young person considering using the allowance to cause harm to themselves e.g. through purchasing alcohol and / or drugs
- If the young person fails to engage with the agreed pathway plan

6.5. Former Relevant Children (Weekly Allowance)

6.6. The main source of income should be work, education, state benefits or other nationally recognised income sources. The Pathway Social Worker or Personal Advisor will support the young person to claim these around the young person's 18th birthday.

6.7. The Pathway Service will continue to pay your weekly allowance for up to four weeks after the young person's 18th birthday or until the transition to other income sources is complete.

7.0. Eligible/ Relevant (Education/ Training and Voluntary Work)

7.1. In Employment

7.2. Young people will continue to receive the same basic allowance until their take home wages reach £50pw. Thereafter for every extra £2 they earn in wages then £1 will be deducted from the allowance paid. (Please see table attached (appendix 2) for deductions). Young people will be expected to provide wage slips or similar and failure to do so will result in no allowance being paid at all. This will be administered and reviewed regularly by the young person's social worker to reflect any change in circumstances.

7.3. In Education or Unpaid Training

7.4. On top of the basic weekly allowance a further incentive payment of £15pw from Sept 2012 will be paid if young people are engaged in an approved unpaid programme of education or training (expenses payments will be disregarded). Assisted by their social worker, young people in this category can also apply for Educational Maintenance Allowance (EMA) to support their education programme (buying books and materials etc) and this will be disregarded when calculating the Leaving Care allowance to be paid. However, there may

be a deduction in the basic weekly allowance paid if the young person is also in receipt of other income e.g. part time wages. In practice young people can be in receipt of net wages up to £50pw without affecting the Leaving Care allowances paid. Thereafter for every extra £2 they earn then £1 will be deducted from their allowance paid. (Please see table attached). Young people will be expected to provide wage slips or similar and failure to do so will result in no allowance being paid. This will be administered and reviewed regularly by the young person's social worker to reflect any change in circumstances

7.5. For young people in foster care/ residential care they will not receive this allowance. Post 18 the payments will be discretionary and the young person must be in education/employment/ training more than 20 hours per week. The authority will only provide funding for two further education college courses.

7.6. For young people who are attending army preparation course or a North Wales Skills to training course, the pathway team will top up any earnings below the job seekers allowance.

7.7. **Costs associated with Education, Training or Employment**

7.8. The Pathway Team can assist following an assessment of need with costs associated with education, training and employment once all other areas of funding have been exhausted e.g. college fund. This includes costs for specific items for example work boots, essential course equipment, relevant field trips and uniforms.

7.9. **Travelling**

7.10. Most costs associated with travelling to education are covered through bus passes. Costs associated with travelling to work should be covered through wages. Extra travelling costs for example travel to interviews can be considered on an individual basis. These payments will be determined on individual needs and must be agreed by the Pathway Senior Practitioner.

7.11. **Interview Clothing**

7.12. The young person will be able to request support for clothing for an interview if necessary. Each application will be considered on an individual basis

8.0. **Higher Education / University**

8.1. Any Conwy Care Leaver in University will be expected to claim all possible sources of income, including grants and student loans. The Local authority will only offer support for one undergraduate degree or if young person changes course for three years only. We are unable to offer assistance in relation to postgraduate courses. Any decision for a young person to attend university must be agreed in the pathway plan.

8.2. The young person will be invited to meet with the personal adviser and finance officer before starting their course. The meeting will look at the level of financial support available to the young person. Discussion will also take place around the £2000 bursary that the young person is entitled to.

8.3. If the outcome of the meeting identified the young person in need of additional financial support. A case discussion will be arranged with the Pathway senior practitioner.

8.4. Funding may vary depending on placement but the young person's pathway plan will also clarify arrangements for vacation accommodation and funding arrangements. As part of the

meeting with the personal adviser and finance officer the issue of vacation accommodation will be discussed.

- 8.5. If no plans are in place prior to the young person leaving for university in relation to vacation accommodation, a meeting will be arranged one month before the university semester ends. Options within the Conwy local authority will be explored. Only young people at risk of homelessness will be offered support.
- 8.6. The Pathway team in consultation with the young person will agree a schedule around the payment for the higher education bursary. In most cases the following schedule for the payment of the grant will be agreed:

1st year – Dec 31st £200 - April £200

2nd year – Dec 31st £300 – April £500

3rd year- Dec 31st - £300 – April £500

NB for young people who attend a university course which is for four years the payment schedule will be changed to reflect the duration of the course

9.0. Accommodation (Relevant Young People)

- 9.1. The Pathway Team is responsible for the young person's rent/ accommodation costs. This includes housing association, tenancy, private rental, supported accommodation and supported lodgings.
- 9.2. Consideration will be given to fair market rental rates for the area and size of the property.
- 9.3. Rent / accommodation costs do not cover living costs. The young person is expected to pay for your own food, gas, water, electric, toiletries and cleaning materials.

9.4. Accommodation (Former Relevant Young People)

- 9.5. The Pathway team is not responsible for ensuring rent/ accommodation costs are met. The young person is responsible for ensuring rent/ accommodation costs are met.
- 9.6. The personal advisor will assist the young person in making applications and budgeting plans

10.0. Independent Living Grant

- 10.1 All care leavers have access to an Independent Living Grant to support them through their transition from dependence to independence. They may require a range of items as they move from one type of housing to another and the Pathway Plan should identify what the needs of any individual are at any given time during their transition. Young people can claim their Independent Living Grant at any time between the age of 16 and 21. Setting up Living Grants can be held over up to the age of 25, providing that this has been agreed in the pathway plan prior to the young person's 21st birthday.
- 10.2. The grant should not be seen as a one-off payment as needs will be presented at different times as a young person moves from their foster/residential placement through to independent accommodation. It should be paid as and when required. A total grant will not normally exceed £1250.
- 10.3. Discussion will be held with the young person around using part of the grant as a deposit and also the first month's rent. It must be made clear to the young person that they will only

keep the deposit if they have demonstrated that they can keep their tenancy for an agreed period of time. If the young person does not keep their tenancy within an agreed period of time the department will reclaim the deposit. The young person may also approach the department to use the grant to promote independent living. Any agreement regarding the young person accessing the grant must be agreed by the Pathway Team Senior Practitioner.

- 10.3 Applications should also be made to the Department for Work and Pensions for the Discretionary Funding Grants for all those young people/adults who may be eligible, i.e. qualifying and former relevant young people in receipt of benefits. The Pathway team will also access local charities for possible household goods.

11.0. Young People at home on a Care Order

- 11.1. A young person returning home to live with a parent/person with parental responsibility will no longer be an eligible or relevant young person after six months of returning home.
- 11.2. For young people no longer of statutory school age there is an expectation that they are accessing education, training or employment. The latter two options will provide young people with an income. If the young person's parent/s is/are working there is an expectation they will support their son/daughter. If the parent/s is/are on a low income or are unemployed, they can access benefits.

12.0. Young People Returning Home From Being Looked After under Section 20

- 12.1 When an eligible young person returns home they become 'relevant' for the initial six months. After this point, rehabilitation is viewed as successful and the young person becomes qualifying.
- 12.2 Requests for financial assistance, particularly in respect of transitional needs, education, travel and emergencies will be considered on an individual basis.

13.0. Young People in Custody

- 13.1 If a young person is the subject of a secure remand or serving a custodial sentence, there is no legal obligation to provide financial support.
- 13.2. Relevant Young People will be provided with a good will payment of £5 per week while in custody. This will be sent by postal order every 4 weeks
- 13.3. Former Relevant Young People will not be provided with financial assistance in custody.

14.0. Birthday and Christmas Allowance

- 14.1. All Relevant and Former Relevant young people with whom we are in contact should receive £15 for their birthday and Christmas with an allowance of £ 25 for their 18th and 21st birthday which will be in a gift voucher, depending upon their wishes and circumstances of the young person. This will be paid up to the age of 21 or 24 if in further/ higher education.
- 14.1. The social worker and personal advisors need to ensure that signed receipts are obtained from care leavers to evidence the issue of birthday and Christmas vouchers

15.0. Clothing Allowance

- 15.1. Within the personal allowance there is an element of clothing allowance. However it is recognised that there will be some occasions when additional clothing needs purchasing. Young people in foster care are not eligible for this allowance.
- 15.2 In relation to a maternity clothing grant, the Pathway Team will make a supervised grant of £100 for clothing. This will be based on an assessment of need.
- 16.0. **Damages/ Fines**
- 16.1 When a young person causes wilful damage to a property there is an expectation that negotiation will take place to recover all/some of the costs. Usually this would be in the form of a regular deduction from their personal allowance, dependent on their circumstances. The Pathway Team does not provide financial support to cover the costs of court fines.
- 17.0. **Qualifying Young People**
- 17.1 For those young people who qualify for advice and assistance under Section 24(2) of the Act, the primary financial-support role remains with the Department for Work and Pensions. However, the Children and Families Services Department may also give financial assistance where a young person has no parent to turn to for help or where the parent does not have the capacity to provide assistance and the young person has particular needs over and above those of other young people.
- 17.2 Any advice and assistance the local authority provide for this group of young people extends until the age of 21.
- 17.3 In addition to the general powers to provide assistance to this group of young people, it should be noted that any financial assistance or grant provided, where this is connected to a course of education or training, may be given up to the age of 24 (section 24B(3)).
- 17.4 Any financial assistance provided under Sections 24, 24A and 24B is disregarded for the purpose of calculating benefit entitlements.
- 17.5 Children and Families Services Department must provide the means to securing vacation accommodation to any qualifying young person who needs it if they are in higher education or in residential further education. This applies to those between the ages of 16 - 24 years.
- 18.0 **Costs associated with Family Contact / Travel Warrants**
- 18.1. For Relevant Young People, the Pathway Team will cover all reasonable costs associated with family contact based on assessed need. Plans for contact should be included in the Pathway Plan.
- 18.2 Former Relevant Young People are expected to cover their own costs for family contact However the Pathway Team will consider applications for support with contact costs on twice yearly basis.
- 18.3. Travel warrants will be issued for the young person to attend their pathway review.
- 19.0. **Emergency Payments**
- 19.1. **Relevant Young People**

19.2. The Pathway Team will only provide emergency assistance in genuine emergencies. Emergency assistance will usually be a food parcel or bus ticket. The Pathway team will not provide cash for emergency payments.

19.3. Former Relevant People

19.4. Former Relevant Young People will be expected to use the “crisis loan” system in emergencies. The Pathway team will be able to access a food parcel for the young person (although this will be limited to three a year).

20.0. Young people who live with an extended family member

20.1. There will be circumstances where the most appropriate place for a young person to live is with a person connected to them but who does not have parental responsibility. If the young person is still looked after i.e. either on a Care Order or accommodated under Section 20, the person will need to be assessed in accordance with the fostering procedures. The person may be approved by the Fostering Panel as either a foster carer or a supported lodgings provider specifically for that young person.

20.2. If the young person is no longer accommodated and is not on a care order, the pathway team may consider offering financial support to enable the young person to remain within the family.

21.0. UASC

21.1. If the UASC is assessed as over 16, but under 18, then they will, after 13 weeks of being looked after by the local authority, automatically become an ‘eligible child’ (if still looked after) or a ‘relevant child’ (if no longer looked after). They will qualify as a care leaver even once they reach 18 (when they will become a former relevant child) and there are particular services a young person is entitled to receive as stated in the Children (Leaving Care) Act 2000. These include a Pathway Plan being in place and regularly reviewed, assistance with education/training and duties to keep in touch until their case is closed at 21 or 25 (if in education/training) or they return to their country of origin, whichever is sooner.

21.2. For an “eligible/ relevant child” the young person’s accommodation and living allowances will be met by the local authority.

22.0. Funding when ‘All Rights Exhausted’/End of line

22.1. Once a young person has exhausted all appeal rights to remain in the country they will be aware that they will be issued with removal directions which will see them removed from this country and returned to their country of origin. However, in some cases there can be considerable delay between being refused leave to remain and finally being removed. This can be due to their country of origin being deemed an ‘unsafe’ country to return to by the Home Office. In these situations the young person will be **unable** to access financial support through the Benefits Agency and therefore, without assistance and funding would be destitute.

22.2. In these cases young people can generally only be supported to the extent necessary to avoid a breach of their human rights. Therefore, a Human Rights Assessment will be required to ascertain what support is necessary to prevent a breach of their human rights, and which agency is best placed to fund this support. The young person will not generally be able to show that support should continue solely because they have no other means of assistance and would be destitute if it stopped. This is because in most cases they can

avoid destitution by leaving the UK, for example through one of the voluntary returns schemes. Other reasons support should continue for human rights reasons might be:

- Young person is taking all reasonable steps to leave the UK but is unable to do so immediately due to delay in travel documents
- Temporarily unable to leave the UK as too sick to travel
- Person is awaiting outcome of judicial review proceedings in relation to their asylum claim

22.3. There has been confusion as to whether it is the responsibility of Children's Services to continue to meet the costs for a young person over the age of 18 who has been refused leave to remain in the United Kingdom having exhausted all appeal rights. However, in a recent decision the High Court held that the local authority could provide accommodation as part of its duties to former relevant children under s.23C (4) (c) Children Act 1989, it was entitled to take into account the availability of sec.4 funding in assessing whether it should provide support (*R (on the application of O) v Barking & Dagenham LBC (2010) EWHC 634 (Admin)*).

22.4. Therefore, at the time a young person becomes All Rights Exhausted/End of Line their Personal Advisor must undertake a **Human Rights Assessment** (see appendix 1) to consider the young person's needs in relation to maintaining their human rights in relation to Article 3 and Article 8 of the Human Rights Act 1998. An outcome is likely to be that they should be supported to apply to NASS for Sec.4 funding. A young person must apply if they are eligible to do so and it is acknowledged that some interim financial support may be required whilst an application is made. This will be an amount to meet their basic human needs. The young person should be notified in writing of the outcome of the assessment and that Children's Services is giving them 4 weeks notice that it is withdrawing its financial support. Other leaving care services in relation to the support of a Personal Advisor, reviewing their Pathway Plan and keeping in contact will continue. When completing this form it is important to cross reference with the latest information on which are 'safe' countries to determine whether the person can be returned to their country of origin. Below is a template for an assessment. Once completed it should be scanned into the young person's record and a copy given to the young person.

22.5. It is acknowledged that this is a time when a young person will be feeling anxious and require support to ensure they are completing tasks to access support and complying with immigration processes. This is a time when young people can be vulnerable to disappearing in order to avoid being removed from the United Kingdom. Given their age NASS do not generally disperse these young people to other areas and so they can continue to benefit from support from Children's Services whilst being in their local environment

22.6. Children's Services will **not** support any unaccompanied asylum seeking child to attend higher education unless they have been granted further leave to remain post 18. Therefore, any young person who is still awaiting a first decision on their application is currently appealing a decision or is All Rights Exhausted/End of Line will not be funded.

23.0. Section 4 funding

23.1. This is short term financial support, including accommodation, made available to those whose asylum application has failed (and no further right of appeal), would be destitute without it and also meet one of the following criteria:

- The person is taking all reasonable steps to leave the UK, or to place themselves in a position in which they are able to leave the UK. This could include complying with attempts to obtain a travel document to facilitate departure.
- The person is unable to leave the UK by reason of a physical impediment to travel or for some other medical reason.
- The person is unable to leave the UK because in the opinion of the Secretary of State there is currently no viable route of return available.
- The person has made an application in Scotland for judicial review of a decision in relation to his asylum claim, or, in England, Wales or Northern Ireland, has applied for such a judicial review and been granted permission to proceed.
- The provision of accommodation is necessary for the purpose of avoiding a breach of a person's Convention rights, within the meaning of the Human Rights Act 1998.

23.2. This support is provided under section 4 of the Immigration and Asylum Act 1999 as amended by sec 49 of the Immigration and Asylum Act 2002 and is managed by the National Asylum Support Service (NASS). Follow the link to the Refugee Council and UKBA websites for further information and application forms.

www.refugeecouncil.org.uk and www.ukba.homeoffice.gov.uk

23.3. Where an application to NASS for financial support has been unsuccessful then it may be necessary to refer the matter to Children's Services legal section for advice. A decision will also be required regarding the provision of interim financial support to the young person whilst the matter is considered.

24.0. **Summary of Funding**

Age and Immigration status	Source of funding	
Under 18	Children Services	
18 + and granted Refugee status or leave to remain under Humanitarian Protection	Benefits Agency (unless employed or student in higher education)	For any of the 4 scenarios below Children Services may need to assist with short-term interim financial support whilst applications are made to the Benefits Agency or NASS.
18+ and no decision on application to remain post 18 or appealing a refusal	Benefits Agency	
18+ and All Rights Exhausted,	Refer to NASS as not eligible for benefits	
18 + legacy case	Benefits Agency	

Human Rights assessment form

This form is designed for use in relation to requests for assessment or resources from service users subject to immigration control who have no recourse to public funds.

Specifically, it has regard to the following Articles of the European Convention on Human Rights:

- Article 3, prohibition of torture or inhuman or degrading treatment or punishment); and
- Article 8, right to respect for private and family life.

Article 3 is an absolute right. There are 5 components to Article 3: inhuman treatment, degrading treatment; inhuman punishment, degrading punishment; torture. There are two key issues in relation to Article 3: (i) whether the facts of a service user's claim fit into one of the 5 components of article 3 and (ii) the need to show a minimum level of severity for Article 3 to be engaged.

Article 8 grants a right to respect for private and family life, home and correspondence. The right to respect for private life can include medical issues. Article 8 is a qualified right. Public authorities are prohibited from interfering with the Article 8 right except where the grounds for interference are in accordance with law, they pursue a legitimate aim and they are necessary and proportionate. The following are legitimate aims: the interests of national security, public safety or the economic well-being of the country, the prevention of disorder or crime, the protection of health or morals, or the protection of the rights and freedoms of others.

Section 1: Key Information

NAME OF YOUNG PERSON.....
D.O.B
ADDRESS
.....
TYPE OF ACCOMMODATION
DATE ALL RIGHTS EXHAUSTED.....

Confirmation of Identity: Is there a certificate, nationality document etc?
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Background / Chronology: Provide a brief history of the young person's situation to date including their current immigration status, support by Children's Services and any contact they have with their family.

Section 2: Individual Needs

Purpose of Assessment: Please record and explain to the individual the purpose of this assessment.

Education – provide details of any education/training the individual is currently accessing. What is the end date for this?

Health Needs - Does the young person have any specific medical conditions. If so, please detail any treatment they are receiving or require.

Financial Needs - Provide details of the level of financial support being provided and by whom. Is the young person likely to become self funding in near future?

Travel needs: Establish whether or not it is possible for client to return home to their country of origin. Have they the means (finance, passport, travel documents)? If not, what help is required? Has the young person applied for voluntary return?

Section 3: Assessment and Recommendations

Human Rights: **Consider whether there would be a breach of Article 3 or Article 8:**

Article 3: if support were refused or withdrawn would the individual/family be subject to treatment amounting to torture or to inhuman or degrading treatment or punishment.

Article 8: If the family or individual returned to county of origin, would the right to respect for private and family life be compromised?

In the case of failed asylum seekers, should the individual be applying for support under section 4 of the Immigration and Asylum Act 1999 or do they have other means of support?

Recommendation: Assessing officer should make recommendation as to how the individual's need will be met and through which agency. Detail any actions that need to be undertaken, by whom and timescale.

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Confirmation of recommendation/decision:
 Senior Practitioner should make a decision as to why this person should/should not receive continued support.

Name of Service User	Signature	Date
Name of Personal Advisor	Signature	Date
Name of Senior Practitioner	Signature	Date

Appendix 2

Effect of other income on allowances

Other Regular Income	Deduction made from weekly allowance
£50	£0
£52	£1
£54	£2
£56	£3
£58	£4
£60	£5
£62	£6
£64	£7
£66	£8
£68	£9
£70	£10
£72	£11
£74	£12
£76	£13
£78	£14
£80	£15
£82	£16
£84	£17
£86	£18
£88	£19
£90	£20
£92	£21
£94	£22
£96	£23
£98	£24
£100	£25
£102	£26
£104	£27
£106	£28
£108	£29
£110	£30
£112	£31
£114	£32
£116	£33
£118	£34
£120	£35
£122	£36
£124	£37
£126	£38
£128	£39
£130	£40
£132	£41
£134	£42
£136	£43
£138	£44

£140	£45
£142	£46
£144	£47
£146	£48
£148	£49
£150	£50

MINIMUM STANDARDS OF SUPPORT PACKAGES FOR YOUNG PEOPLE

<u>Education</u>	<u>Employment</u>	<u>Accommodation</u>	<u>Personal Support</u>
All young people will be supported through one further education course	All young people will be supported via the Genesis Team around employment	All young people will be supported to live in accommodation commensurate with their assessed needs	All young people will be supported to enable them to maintain their health and development in the community
<p>The Pathway Team can assist with costs associated with education, training and employment once all other areas of funding have been exhausted e.g. college fund</p> <p>The young person will be invited to meet with the personal adviser and finance officer before starting their course. The meeting will look at the level of financial support available to the young person. Discussion will also take place around the £2000 bursary that the young person is entitled to.</p>	<p>The young person will be able to request support for clothing for an interview if necessary although the Pathway Team will liaise with Genesis Team for assistance.</p> <p>Each application will be considered on an individual basis</p>	<p>Setting Up Home Grant</p>	<p>Personal Allowance that at least matches benefits allowances for Young People aged 16 &17.</p> <p>Support and Guidance from Personal Advisers</p> <p>Help with assessed needs during pregnancy</p>

Financial Arrangements for Young People aged 16 -25

Identified Need	<u>Eligible</u>	<u>Relevant</u>	<u>Former Relevant</u>	<u>Qualifying</u>	<u>Criteria</u>	<u>Standard Amount</u>	<u>Authorisation</u>	<u>Authorisation</u>
<u>Accommodation Costs</u>	No Change unless living independently	Rent must be paid by the LA wherever the young person chooses to live	Will be able to claim Housing Benefit. If in Higher education vacation accommodation must be paid by the local authority	In Higher Education, vacation accommodation must be paid.	Assessed need written in Pathway Plan	At local housing benefit rate	Principal Practitioner	Direct Payment to accommodation provider

Financial Arrangements for Young People aged 16 -25

<u>Identified Need</u>	<u>Eligible</u>	<u>Relevant</u>	<u>Former Relevant</u>	<u>Qualifying</u>	<u>Criteria</u>	<u>Standard Amount</u>	<u>Authorisation</u>	<u>Accessed</u>
<u>Maintenance Allowance</u>	In Fostering or residential maintenance allowance met through service provider	Young person must receive at least the equivalent of state benefits if they were allowed to claim Will reduce if the young person is in employment	Will be entitled to claim benefits	Will be entitled to claim benefits	If young person is eligible or relevant the LA to provide	Will increase in line with state benefits	Pathway Plan	Direct payment into the young person's bank account

Financial Arrangements for Young People aged 16 -25

Identified Need	<u>Eligible</u>	<u>Relevant</u>	<u>Former Relevant</u>	<u>Qualifying</u>	<u>Criteria</u>	<u>Standard Amount</u>	<u>Authorisation</u>	<u>Accessed</u>
<u>Education Maintenance Allowance</u>	Will receive regardless of placement location if criteria met	Will receive regardless of placement location if criteria met			Criteria as Welsh Government	Welsh Government	Pathway Plan	Direct Payment to the young person
<u>Educational Equipment</u>	EMA to be used to purchase books	EMA to be used to purchase books				Welsh Government	Pathway Plan	

Financial Arrangements for Young People aged 16 -25

Identified Need	<u>Eligible</u>	<u>Relevant</u>	<u>Former Relevant</u>	<u>Qualifying</u>	<u>Criteria</u>	<u>Standard Amount</u>	<u>Authorisation</u>	<u>Accessed</u>
<u>Setting up home grant</u>	Only if living independently	Yes	Yes		Needs assessed	Up to the maximum agreed by the local authority May be paid in instalments up to 21	Principal Practitioner	Via Social Worker/ Personal Adviser

Financial Arrangements for Young People aged 16 -25

Identified Need	<u>Eligible</u>	<u>Relevant</u>	<u>Former Relevant</u>	<u>Qualifying</u>	<u>Criteria</u>	<u>Standard Amount</u>	<u>Authorisation</u>	<u>Accessed</u>
Contact with Family	As for all looked after children	For Relevant Young People, the Pathway Team will cover all reasonable costs associated with family contact based on assessed need.	Former Relevant Young People are expected to cover their own costs for family contact However the Pathway Team will consider applications for support with contact costs on twice yearly basis		Must be detailed in the Pathway Plan	Depending on identified need	Principal / Senior Practitioner	Direct Payment
Maternity Clothing	Assessed Need	Assessed Need					Principal/ Senior Practitioner	Direct Payment