

# **Working agreement Framework between the Unaccompanied Children and Young People's Team and Young People's Supported Accommodation Service for Young People aged 18+**

## **1. Purpose of the Agreement**

This working agreement framework has been developed to ensure that young people accessing the in-house Young People's Supported Accommodation (YPSA) service receive the best possible support through effective and consistent partnership working with staff within the countywide Unaccompanied Children and Young People's (C&YP) team both the in-house and commissioned providers delivering the Young People's Supported Accommodation Service.

Given the interdependencies between these teams, this agreement<sup>1</sup> outlines how these teams will work together, with input from the Brokerage team, to achieve the best outcomes for unaccompanied children and young people in Oxfordshire. It is expected that this agreement will be reviewed and evolve as required in agreement with all parties.

There is a detailed working agreement in place for the in-house team supporting young people aged 16 and 17 years in the YPSA, so this agreement focuses on supporting young people aged 18+ as they transition into another part of the YPSA service which is delivered by a commissioned provider.

## **2. Roles and Responsibilities**

Staff from both teams will work together through a joined up approach, avoid duplication and ensure a consistent working relationship to support the young person to achieve positive outcomes. Where issues arise, they will be dealt with by the workers involved and escalated to managers for involvement in identifying solutions or to improve clarity of working practices and documents.

### **2.1 The Unaccompanied C&YP Team**

The police are often the first contact point for identification of unaccompanied children and young people upon entering Oxfordshire and then intensive assessment and support is provided by social worker / LCPA's within the Unaccompanied C&YP's team who are part of the 'Children We Care For' service (previously known as the Looked After Children Service) within Oxfordshire County Council.

This countywide specialist team key work unaccompanied young people arranging accommodation and orientation from their arrival in the county, as they are in the care of the local authority.

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<sup>1</sup> Workers should also refer to the in-house YPSA service guidance and Commissioned Service guidance for additional detailed information about the services being provided in the YPSA. These documents can be accessed at [www.oxfordshire.gov.uk/ypsa](http://www.oxfordshire.gov.uk/ypsa)

Young people identified as under the age of 18 years, will automatically be taken into the care of the local authority and where there are doubts about the young person being under the age of 18 years, then a formal age assessment will be conducted by trained social worker within the unaccompanied C&YP team, over a series of sessions.

This team supports young people as they turn 18 years upwards, due to being entitled to leaving care services regardless of their immigration status. A young person must have had 13 weeks in care before their 18<sup>th</sup> Birthday to be entitled. The team also supports young people who have outstanding immigration decisions (i.e. appeals against unsuccessful initial asylum applications or fresh asylum applications).

Leaving Care Personal Advisors ( LCPA) are introduced to young people nearing 18 and in most cases will become the new allocated case holder.

The Social worker / LCPA is responsible for:

- Coordinating support
- Reviewing plans
- Ensuring Young People access the finances they are entitled to as set out in their Care/ Pathway Plan, including the completion of relevant referrals and accessing grants and bursaries.
- Enrolment onto a school/ college roll for the long term is the responsibility of the Unaccompanied C&YP social worker / LCPA , with preparation and orientation into the new educational provision supported by the YPSA Support Worker and social worker / LCPA (or Community Support Worker in the Unaccompanied C&YP team where available).

There is the requirement that a Social worker / LCPA will physically accompany a young person to a new accommodation placement to introduce them to staff and their accommodation when a placement has been made and that roles and responsibilities between professionals will be agreed from the outset. A young person should not be admitted to the placement, without the company of their Social worker / LCPA <sup>2</sup>.

Social worker / LCPA will be responsible for co-ordinating care/pathway plan review meetings. The YPSA service will co-ordinate progress review meetings at least every 3 months and this review will include completion of the outcome measure tool. The information and scoring from the outcome tool will then feed into the care/pathway plan review meetings.

## 2.2 YPSA Service

The key aim of the YPSA service will be to provide intensive, evidence-based interventions to prepare Young People for sustainable independence, whilst supported in temporary, high quality accommodation.

The YPSA worker is responsible for the daily accommodation support which includes:

- Setting up a new home
  - Support to develop general household skills
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- Support to access education, training and social activities
- Budgeting and money management (including the location of the finance office), including supporting young people to claim the allowance they are entitled to
- Support with personal health, including registration at a local GP/Health centre and support where required to attend the appointment(s)
- Support and guidance in preparation for independent Accommodation
- Support with individual personal and emotional matters
- Support with setting up first independent home at 18 and move on
- Support with orientation to the local area, public facilities and the use of public transport
- Support to refer and access support agencies to meet specific needs

The social worker / LCPA and YPSA worker will work together to settle the young person into new provision, with the social worker / LCPA taking the lead role for ensuring that all of their health and basic care needs are being met (including access to basic toiletries, clothing and a food parcel) or that arrangements are in place for the YPSA worker to complete any outstanding tasks related to this.

The social worker / LCPA and YPSA worker will liaise to identify who will arrange and support any health appointments needed to ensure that they are booked and attendance supported between the 2 workers.

The YPSA worker will hold progress reviews every 3 months as a minimum and ensure that the social worker / LCPA is invited to the review and provided with an opportunity to feed into the review process if they are unable to attend. If a face to face interpreter is required, then the booking will be made via the unaccompanied C&YP team. The plan from the review meeting will be shared with all parties and uploaded onto relevant systems.

The social worker / LCPA will incorporate the assessment review, support plan and outcomes progress into the Care/Pathway plan to help the young person to see progression in achieving their goals and aspirations, helping them understand how all the agencies are working together to support them.

### 3. Preparation for Transitioning into new YPSA Service at 18 years

This process should be instigated when a young person is nearing 17.5 years old, to ensure that the young person and support professionals consider the young person's onward accommodation options with time to allow the onward support/ accommodation plan to be put in place.

Progress review meeting held every 3 months and record of meeting shared with young person and all professionals supporting the young person. Outcome tool completed by young person prior to each meeting and used to inform meeting content. Action plan used to determine focus of work for upcoming 3 months.

When young person is nearing 17.5 years old, at review meeting consideration to be given by young person and professionals as to whether young person is likely to be ready to move into their own independent accommodation at 18 years, with onward outreach support from the YPSA service for up to year.

If young person will not be ready for independent living, Brokerage need to be made aware of need for a bed in the 18+ YPSA service when young person reaches 18 years.

At next review meeting YPSA worker to complete YPSA referral form with young person and other professionals as required (3 months ahead of young person turning 18 years). Referral form to be sent to Brokerage team.

Brokerage to contact 18+ provider to arrange for the provider to contact current YPSA worker to arrange an introductory meeting between both providers and the young person.

Meeting held between new provider, current YPSA worker and young person to agree plan over the current months to prepare the young person for the transition into the new service and accommodation.

Young person supported with move into new provision as they turn 18 years old. Action plan to be reviewed and onward plan to be developed with the young person, new YPSA worker and other professionals working with the young person. Progress to be monitored every 3 months.

If young person will be ready for independent living, YPSA worker to make a housing application to the relevant district council or support the young person to consider private rental options.

Plan to be developed to secure move on accommodation for when the young person reaches 18 years old and can hold a tenancy.

Action plan to be carried out to support the young person to secure suitable move on accommodation for when they turn 18 years old.

Young person supported with move and onward outreach support plan to be agreed between YPSA worker and young person.

Progress via outreach support to be reviewed every 3 months.