



Services for Care Leavers in Buckinghamshire

**Children and Young People's Services
(Safeguarding Division)**

**Aftercare Services Financial Policy
&
Workers Guidelines
2015– 2016**

Reviewed 18th June 2015

Financial Policy

This Finance Policy relates to young people who were:

- **Accommodated under Section 20 (C Y P Act 1989) and, having reached the age of 16, have de - accommodated themselves therefore qualifying for an Aftercare service under the Children Act 1989 Volume 3 as Relevant Children.**
- **Or were**
 1. **Looked after on Full Care Orders under Section 31(C Y P Act 1989) and have left Care at age 18.**
 2. **Were Relevant Children who have reached the age of 18**

Both these groups receive a service under the Children (Leaving Care) Act 2000 and are categorised as Former Relevant Children

This document is based on the statement contained in the Children Act 1989 Volume 3 “Planning Transitions to Adulthood for Care Leavers which states:

“Care Leavers should expect the same level of care and support that others would expect from a reasonable parent”.

Guidance for applying this policy

1. All discretionary allowances should be based on an assessment of need.
2. All allowances and/or payments, and arrangements for the paying them, must be set out in the young person’s Pathway Plan. This should include any attached conditions, how payments will be made, the frequency of payments, when they will be reviewed, and whether receipts/ tickets are required.

3. Whenever possible, young people should have a bank account and all allowances should be paid into their accounts.
4. All personal allowances are in line with the current DWP rates and, as and when, these rates change, Aftercare will amend accordingly.
5. Some aspects of allowances/ benefits referred to in this Policy, may not apply to UASC. Therefore, if there are doubts, discussions should be held with, the Department of Work and Pension (DWP) or Home Office
6. This document and policy has been produced following a review and, where appropriate, updating/ amending of previous policies, consultation with members of the Bucks Aftercare Service comprised of a Management Team, & Personal Advisors, This Finance Policy and Guidance, has been re- issued following a review, and has been approved by Senior Management:

NB: Central Government are making changes to the welfare benefit system which may impact on Aftercare’s response to certain situations; this policy will be updated/ amended as, and when, required.

.....
 Kathy Forbes (Head of Children’s Care Management - HCCM)

Dated

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 Carol Douch (Service Director Child & CYP – C&FS)

Dated

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SECTION 1 RELEVANT CHILDREN

Worker's Guidelines

Young people aged 16 and 17; previously accommodated under Section 20, who have ceased to be looked after, and who are living in semi-independent or independent placements not provided directly by Social Care.

- In all dealings with these young people it must be remembered that they are young and may, on occasions, make mistakes.
- Whilst there is a duty placed on Social Care to provide for these young people, there is a degree of flexibility as to how that duty is discharged.
- The policies and allowances included in this policy are designed to prepare young care leavers for the world once they reach 18. At that time, if not in employment, education or training, they will become eligible to apply for state benefits.
- There **MUST** be a degree of flexibility in this policy to allow for special circumstances and unforeseeable eventualities.
- Any amendments to young person's financial arrangements must be recorded on their **Pathway Plan**.
- All Care Service Order (CSO's) must be completed in full and signed and coded by the Team Manager or Assistant Team Manager (ATM). The ATM can agree up to £50 and the manager can agree up to £1000. All CSO's above this must be countersigned by the Head Children's Care Management (HCCM).
- All amounts can be found on appendix A, which is adjusted periodically in line with BCC policies and central government benefits & allowances.
- In general, allowances will only be paid to those young people that remain in contact and use the service.

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3	Birthday Allowances Receipts	<ol style="list-style-type: none"> 1. Young people will receive an allowance for their 17th & 18th birthdays, which can be given to them as cash. (see Appendix A). 2. They are free to spend it as they wish and are not required to produce receipts. 3. In certain circumstances, with the agreement of the Aftercare Manager, some or all of this money can be held back to cover damage/ compensation. See Accommodation (Section 1.5) for details. 4. This allowance will only be paid to young people who remain in contact with the Aftercare Service.
4	Childcare Costs	<ol style="list-style-type: none"> 1. Lone parents, who wish to return to education, start a traineeship or take up employment opportunities, will be assisted to identify funds to cover or contribute to childcare costs. 2. The P.A should assist the young person to explore all options including Benefits and local charities etc. 3. Where appropriate, dependent on an assessment of need, and having explored all options without success, Aftercare may contribute towards the costs of childcare.
5	Christmas/ Festival Allowances Receipts	<ol style="list-style-type: none"> 1. Young people will receive a Christmas/ festival allowance whilst aged 16 & 17, which can be given to them as cash (see Appendix A). 2. Young people, who are of faiths that do not celebrate Christmas, will be given a choice as to when their festival allowance is to be provided. 3. If they do not have a preference, the allowance will be paid at Christmas to ensure that they receive their entitlement. 4. They could also be offered the choice of having a proportion of their allowance at their festival of choice and a proportion at Christmas. 5. Whatever, they choose, it is essential to record allowances received to avoid over payments or duplication. 6. Young people who do not belong to any religion will also receive their allowance at Christmas. 7. In certain circumstances, with the agreement of the Aftercare Manager, some or all of this money can be held back to cover damage/ compensation. See Accommodation (Section 1.5) for details. 8. These allowances can be given in cash; the young person is free to spend them as they please. Receipts are not required,

		9. This allowance will only be paid to young people who remain in contact with the Aftercare Service
6	<p>Clothing Allowances</p> <p>Receipts</p>	<ol style="list-style-type: none"> 1. In preparation for all clothing allowances to stop at 18, amounts will decrease with age (see Appendix A). 2. These allowances should be seen in the context of a yearly total. Therefore, forward planning will be required to allow for the purchase of adequate footwear, top coat etc. for the winter months. 3. Young people should be encouraged to use part of their maintenance allowance and, be assisted, to find employment (part or full time) to purchase their clothing. 4. Wherever possible receipts/ tickets must be collected from the young person and the “pink sheet” must indicate that a receipt was requested and whether, or not, one was received. 5. This allowance will only be paid to young people who remain in contact with the Aftercare Service.
7	<p>Contact with family and/ or significant others</p> <p>Receipts</p>	<ol style="list-style-type: none"> 1. Where young people have significant contacts (family etc), living outside of the Buckinghamshire area, occasional travel costs may be provided This also applies to those living out of area requesting assistance to visit significant contacts (family etc) in Bucks 2. However, this will be: <ul style="list-style-type: none"> • At the discretion of the Aftercare Manager • Subject to an assessment of need and identified in the pathway plan. • Wherever possible be via travel a warrant 3. If cash, is used, wherever possible receipts/ tickets must be produced to evidence that the journey was undertaken and to provide an audit trail. 4. The “pink sheet” must indicate that a ticket/ receipt was requested and whether, or not, one was received. 5. In exceptional circumstances, Aftercare may offer financial assistance for telephone contact with others. This must not become a regular allowance.
8	<p>Contributions</p>	<ol style="list-style-type: none"> 1. Whilst wanting young people to understand they will have to “pay their way” in life, (and develop money management and budgeting skills), they may be required to make a contribution to accommodation/ bills etc. However, we do not want to make going to work a disincentive therefore, contribution thresholds are set fairly high. 2. Contributions:

		<ul style="list-style-type: none"> • When a young person has an income of £100.00 net, any incentive payments that may have been being paid, will cease. (See section 18). • When a young person has an income of, or in excess of £130 net, their clothing and Maintenance Allowances will also cease. • When a young person has an income of £160.00 per week or more net, they will be expected to make a contribution to the cost of their accommodation. <ol style="list-style-type: none"> 3. Aftercare maintenance allowances, pocket money, incentive payments and top-ups, wages and earnings, traineeship allowances, Modern Apprenticeship allowances and college grants all count as income. 4. To calculate how much should be paid, the following formula should be followed: <ul style="list-style-type: none"> • Net income, minus transport fares, work costs and the cost of lunches. • One third of the remaining wage paid to Social Care for Children and Families. 5. Where a young person is required to make a contribution, payments should always be made to Social Care for Children and Families 6. A young person will need to provide proof of income in order that his/her personal adviser can calculate contributions. If proof is not forthcoming it will be assumed that earnings are exceeding £130.00 net per week and entry 2 bullet point 2 will apply.
9	<p>Cultural/ Religious/ Special Needs</p> <p style="text-align: right;">Receipts</p>	<ol style="list-style-type: none"> 1. Where a young person has a special need, be it cultural, religious etc., the Aftercare Service may assist him or her to access services aimed at meeting those needs. 2. Where appropriate they may fund the purchase of specific products to assist with diet/ cultural identity etc. 3. Wherever possible receipts/ tickets must be collected from the young person and the “pink sheet” must indicate that a receipt was requested and whether, or not, one was received. 4. This is not an automatic right. Each case will be assessed on its merits following an assessment of need and will need to be re-assessed periodically
10	Education	<ol style="list-style-type: none"> 1. The Aftercare Service will, when needed, provide equipment and travel costs for education courses of the young person’s choice. 2. Any substantial pieces of equipment, tools, uniforms, protective clothing etc purchased, remain the property of Aftercare until completion of the course at which time the Care Leaver can keep them. 3. Funding may be provided for subsequent courses and/ or for changed courses depending on an assessment and discussion with the Aftercare Manager.

		4. For other funding, see section 11 “Education Bursary”
11	Education Bursary	<ol style="list-style-type: none"> 1. These are available to those who “face financial hardship” and are in full time education, (16 hours guided learning). Children in Care and Care Leavers are eligible for this allowance. 2. These Bursaries will be managed by the colleges, and Aftercare will have no say in how they are distributed. They are assessed / dependent on attendance levels 3. For further details of this allowance, please consult with the place of Education or Connexions
12	Emergency Payments Receipts	<ol style="list-style-type: none"> 1. Emergency payments may be agreed in exceptional circumstance at the discretion of the team manager. Ordinarily, these will be cash payments but, if the P.A. thinks it appropriate, can be offered in the following ways: <ol style="list-style-type: none"> a. Accompanied to a local shop and, either bought a voucher or supervised whilst spending to the stated amount. b. Given a voucher from the Business Support Officer (BSO) Aftercare safe. 2. If a young person requests money for utilities (gas/ electricity etc), the P.A. may either give the young person cash, or take him/ her to get some time on their card. (Receipt must be provided). 3. These payments will be dependent on an assessment of need and would generally not exceed the stated amount. 4. Where a young person requests an emergency payment due to difficulties with budgeting; the P.A. will explore with them how their money was spent. 5. Continual requests for emergency payment should result in the young person being offered: <ul style="list-style-type: none"> • Alternative options on how their allowance(s) will be provided e.g.: split into 2 payments per-week. • Personal Advisor accompanying the young person shopping, ensuring that a proportion of their money is spent on food, some on utilities/bills and leaving them some “spending money”. 6. All payments must be requested on a CSO and approved by a Manager before any money is promised. 7. If the young person refuses to cooperate with the Aftercare plan for helping with their current situation without a good reason, it may be considered that Aftercare has tried to fulfil their obligations and the request for assistance is denied.
13	Emergency Payments for Children	If a young person is requesting money for baby care they should be directed to First Response in either of the “Area Offices” (County Hall Aylesbury, or Easton Street High Wycombe), as this

		request may have child protection implications
14	<p>Employment</p> <p>Receipts</p>	<ol style="list-style-type: none"> 1. If the young person’s wage or salary is less than the DWP Benefit rate, it may be “topped up” to that amount by the Aftercare Service 2. Following an assessment, the Aftercare Service may purchase equipment and/or clothing to assist the young person with their chosen employment e.g. clothing for interview, overalls, protective clothing, etc., (see Clothing Allowance section). 3. It is the responsibility of the P.A. to have regular contact with the employer to support the work placement. 4. Additionally, the Aftercare Service may assist with the cost of travel to interviews. Wherever possible receipts/ tickets must be collected from the young person and the “pink sheet” must indicate that a receipt was requested and whether, or not, one was received. 5. Aftercare may provide fares to work until the young person receives their wages. They will not be expected to pay this back but, under normal circumstances will be responsible for paying their fares in future. 6. If, for whatever reason, the young person ceases to be employed, any equipment purchased by Aftercare needs to be returned for the use of other care leavers. This equipment remains the property of Aftercare until completion of the course, at which time the young person may keep it.
15	<p>Health</p> <p>Glasses</p> <p>Dentistry</p>	<ol style="list-style-type: none"> 1. The Aftercare Service will assist young people to meet their health needs, and may provide funds to secure additional health services. (see Appendix A) 2. This may be with the assistance of the Looked after Children Nurse and Doctor or via universal health services. 3. Young people who need glasses will be expected to have National Health frames and Aftercare will not provide funding for “Designer” frames. 4. However, if advised by the Optician, Aftercare may consider paying for specific needs (tints etc.). This will not be the “norm” and must be agreed by the Aftercare Manager. 5. In all cases, HC1 form must be completed, as this will form part of the funding. 6. Young people, who need dental treatment, will be assisted to access a National Health Dentist. 7. Only in exceptional circumstances will the Aftercare Service agree to pay for treatment outside of the National Health Service. This will be after discussion with <ul style="list-style-type: none"> • A Dentist to establish the need. • The Aftercare Manager

	Receipts	<p>8. Young people must be informed that Aftercare will not pay for private dentistry/ designer spectacle frames etc as soon as the issue is raised.</p> <p>9. If either of these requires money for fares, receipts must be provided.</p>
16	<p>Hobbies</p> <p>Receipts</p>	<p>1. Financial assistance to pursue hobbies and sporting pursuits would not ordinarily be given.</p> <p>2. If a young person has an outstanding talent or ability, or it is considered the young person would benefit significantly in some way from pursuing a hobby, consideration may be given to funding.</p> <p>3. Any funding Aftercare may provide, will, ordinarily, stop at 18.</p> <p>4. Wherever possible receipts/ tickets must be collected from the young person and the “pink sheet” must indicate that a receipt was requested and whether one was received.</p> <p>5. This is not an automatic entitlement.</p>
17	Incentive Payments	<p>1. As a general rule, Aftercare will not provide incentives.</p> <p>2. However, if a young person is in training, Aftercare may consider an incentive payment but this will be conditional:</p> <ul style="list-style-type: none"> • This allowance will be paid 4 weeks in arrears • The young person must attend for 4 weeks before receiving any payments • At the end of that period, the P.A should ensure there has been full attendance and, if this is the case, the young person will receive the full 4 weeks money. • After this, the payments will be weekly but are subject to satisfactory attendance (80% attendance/time keeping, except for time off because of sickness etc). <p>3. It is the responsibility of the P.A. to make frequent contact with the young person’s training provider to ensure the young person is showing regular attendance/ commitment.</p> <p>4. If the young person is considered to be not showing a commitment, they are to be given one written warning advising them that these payments may cease if their commitment to the training does not improve.</p> <p>5. If this does not bring about any change in commitment, the incentive payment will cease with immediate effect. Equally, incentive payments must stop immediately if the young person “drops out”.</p> <p>6. Incentives will not be paid to encourage young people to look for work etc.</p>
18	Key Documents	<p>1. Wherever possible young people should have all the relevant important documents before they come to the Aftercare Service. The P.A. should have ensured this whilst co- working with the</p>

		<p>CIC Unit</p> <ol style="list-style-type: none"> 2. However, some may not, in which case Aftercare will purchase a Passport and a Birth Certificate for each young person. 3. Any further Birth Certificates will need to be paid for by the young person.
19	<p>Leisure</p> <p>Receipts</p>	<ol style="list-style-type: none"> 1. Young people should be encouraged and assisted to explore the use of local council leisure facilities. 2. If any local “Leisure Cards” or equivalents are available, Aftercare will consider purchasing these. 3. The Aftercare Service may, in certain circumstances, provide money to purchase any clothing or equipment required, but this will normally only be if a young person shows a real aptitude and ability. Receipts must be provided 4. This equipment etc remains the property of the Aftercare Service until such a time as the young person has shown a long term commitment to that activity.
20	<p>Leaving Care Grant</p> <p>Receipts</p>	<ol style="list-style-type: none"> 1. The Aftercare Service may provide a Leaving Care Grant up to the current agreed amount (see appendix a) 2. If a young person is placed in a hostel or Aftercare project, they can access their grant to purchase some items, such as <ul style="list-style-type: none"> • Bedding • Bedside/ reading lamps • Cutlery/ crockery/ pots & pans • Other items as agreed by Aftercare Manager 3. Apart from these items, it is unlikely that a young person will need to access any more of their grant before their 18th birthday but, if they need to do so, please refer to the section in Former Relevant, as the same conditions will apply. (Receipts must be provided). 4. This expenditure must be closely monitored to ensure sufficient funds are left to meet the needs at 18 5. Under normal circumstances, a young people under 18 cannot access their Leaving Care Grant to use as a deposit for private rental. However, this may happen, in exceptions, and following discussion with the Aftercare Manager and agreement from the HCCM.
21	Training	<ol style="list-style-type: none"> 1. Young people who are undertaking a traineeship or modern apprenticeship will not receive the

	Receipts	<p>Aftercare maintenance allowance but should be given the equivalent or a higher allowance from their training provider.</p> <ol style="list-style-type: none"> 2. If the traineeship/ modern apprenticeship allowance is less than the stated sum, the Aftercare Service will top it up to that amount 3. If there is special equipment which the training provider may not, or cannot, provide, Aftercare may be able to assist. If this happens, receipts must be provided 4. However, any substantial pieces of equipment/ tools/ uniform/ protective clothing etc purchased remain the property of Aftercare until completion of the course at which time the Care Leaver can keep it. 5. For the second and any subsequent training course equipment grant, the young person will need to demonstrate commitment and consistent attendance. It is the responsibility of the P.A. to make frequent contact with the training provider to ensure regular attendance/ commitment is being shown by the young person. 6. A travel pass may be provided by the training organisation, or Aftercare may provide assistance for public transport 7. For other funding, see section 10 “Education Bursary”
22	Young Parents	<ol style="list-style-type: none"> 1. 16 & 17 year olds can apply for Benefits as from the 29th week of their pregnancy or 15 weeks after the birth of the child 2. They can also apply for a Sure Start Maternity Grant (first child only). 3. The P.A must be proactive in assisting the young parent(s) to access these benefits. 4. Any gap between making the claim and receiving any money should be covered by applying for Local Emergency Support or the DWP for a Hardship Advance Payment which will automatically be recovered by the DWP over a period of time, once the claim is processed.

SECTION 2 FORMER RELEVANT CHILDREN

Worker’s Guidelines

Young people age 18 to 21 (or 24 if they commenced a designated further education or higher education course before the age of 21)

- All payments and allowances in this policy are subject to an assessment of need, and are NOT to be seen as entitlements.

- The majority of care leavers aged 18 are entitled to state benefits. However, in some circumstances, Aftercare may keep financial responsibility. When this is the case, the rates are equal to the DWP and are updated as, and when, that rate changes. For amounts see Appendix A
- In all dealings with these young people it must be remembered that they are young and may, on occasions, make mistakes. Therefore a degree of flexibility in this policy is required.
- Any amendments to young person's financial arrangements must be recorded on their **Pathway Plan**. A record must be kept to say that the young person has a copy of the Plan, and whether they were prepared to sign it or not, and that there is a copy on the file.
- Whilst there is a duty placed on Social Care to provide for these young people, there is a degree of flexibility as to how that duty is discharged.
- All amounts can be found on appendix A, which is adjusted periodically in line with BCC policies and central government Benefits and allowances.
- All CSO's must be completed in full and signed and coded by the Team Manager or ATM. The ATM can agree CSO's up to £50 and the manager can agree up to £1000. All CSO's above this must be countersigned by the HCCM.

Former Relevant Children Index

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Section	Issue	Comments & Conditions
1	<p>Accommodation</p> <p>Social Housing</p>	<ol style="list-style-type: none"> 1. Accommodation costs for young people over age 18 will only be provided in exceptional circumstances (see appendix I). Post 18 placements for exceptionally vulnerable young people may be funded in part or full following an assessment of need and can only be agreed by the Head of Children’s Care Manager (HCCM). 2. This will be the preferred accommodation solution for most Aftercare clients at 18. On that basis, when young people reach 17¾ years an assessment will be undertaken to determine their capacity to sustain a social housing tenancy and if considered ready, the P.A must contact the relevant Housing Authority. At 18, the District Councils will progress them from band D to band B, the young person can then start bidding and, subject to availability, be allocated a property.

	<p>Deposits</p> <p>Guarantor</p> <p>Rent/ Housing</p> <p>Rent Advances Damage/ Compensation.</p>	<ol style="list-style-type: none"> 3. Young People, post 18, can use part of their Leaving Care Grant as a deposit on a private rental agreement. However, this should only be for those that choose to reside out of area, not for use in local areas because the young person will not wait for a Social Housing property. (See section 14 - Leaving Care Grant) 4. Aftercare may provide a deposit for a care leaver to access a local hostel 5. The tenancy will be in the young person's name, and Aftercare will accept no responsibility for it. Therefore, the P.A. must ensure that the young person understands the full impact and responsibilities involved in undertaking a private tenancy. 6. The Aftercare Service will not stand guarantor for young people. As stated previously, the tenancy is in the young person's name and all dealings around it are their responsibility. 7. At 18 young people are responsible for their own accommodation costs including rent and Council Tax and utility charges. If not in work, or full time education, they should apply for Housing Benefit. If there is a dispute regarding entitlement to Housing Benefit, assistance and advice should be requested from the Aftercare PA who may be able intervene to bring about a satisfactory resolution. 8. The Aftercare Service will not pay advances on rent to secure accommodation. 9. The Aftercare Service will not pay compensation to accommodation providers for damage committed by Care Leavers, their friends or other people associated with them. 10. Any deviation from this policy will need to be agreed by the HCCM via the Team Manager
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<p>2</p>	<p>Accommodation with former foster carer</p> <p>Young person choosing to stay Put</p> <p>Young person still at school</p>	<ol style="list-style-type: none"> 1. Young people may want to remain with their foster carer's post 18 and as long as all parties are in agreement, this is possible. However: <ul style="list-style-type: none"> • The young person will no longer be in care; therefore it will no longer be a foster placement. • The foster carer will become a "provider" (landlord/ lady) and the young person will become a tenant in a private arrangement • If the young person is eligible for Income Support or Job Seekers Allowance, the P.A should be supported to make a claim. This will be their pocket/ personal money • If they are not entitled to Income support or Job Seekers allowance, Aftercare may provide an allowance at the current DWP rate (See Appendix A). • If they are not entitled to housing benefit, Aftercare may provide rent equal to the local rent reference rate. • Aftercare will not continue to pay rent as an alternative to the provider claiming their own housing benefits. If they agree to the young person staying with them, this a private arrangement 2. If they stay <ul style="list-style-type: none"> • As part of a "Staying Put" placement the Aftercare PA should be aware of the funding arrangements for the placement, regarding the personal contributions that the young person is expected to pay. (See appendix A) • On a purely private arrangement will not receive any funding from Aftercare 3. A young person may stay with their former carer who will be paid the current staying put rates minus any housing benefit they may claim and minus the young person's personal contribution towards utility cost (see appendix A)
<p>3</p>	<p>Aftercare Maintenance Allowance</p>	<ol style="list-style-type: none"> 1. At age 18, the young people should meet all their own living expenses from their employment pay or benefits. Any young person who is not in employment or full time education must be assisted to apply for benefits. 2. Any gap between making the claim and receiving any money should be covered by applying for Local Emergency Support or the DWP for a Hardship Advance payment, which will automatically be recovered by the DWP over a period of time once the claim is processed.

		<ol style="list-style-type: none"> 3. If there is a problem with the processing of the young person's claim, the P.A. should liaise with the DWP to assist the smooth transition of the application through the system. 4. If a care leaver has no entitlement to benefits, Aftercare may help and all allowances will be equal to the DWP rates.
4	Birthday, Christmas/ Festival Allowances	Aftercare will not pay birthday or Christmas/ Festival allowances post 18.
5	Childcare Costs	<ol style="list-style-type: none"> 1. Lone parents, who wish to return to education, start a traineeship or take up employment opportunities, will be assisted to identify funds to cover or contribute to childcare costs. 2. The P.A should assist the young person to explore all options including Benefits and local charities etc. 3. Aftercare will only consider funding in exceptional circumstances and only after establishing that all other options have been explored.
6	DWP Sanctions	<ol style="list-style-type: none"> 1. If a young person is "sanctioned" (had benefits stopped), by the DWP for non – compliance, Aftercare do not have to respond to this. 2. Aftercare clients are treated the same as their peers in the community and can receive Hardship Advance payments from DWP or emergency support payments from BCC (see emergency payments no 8) up to twice a year which will be vouchers. 3. If it is deemed appropriate after an assessment of need has been undertaken Aftercare may assist with funding towards purchasing food by either providing a voucher or accompanying the young person to the shops. Aftercare is unable to make cash payments in these circumstances.
7	Education, Training and Employment Receipts Receipts	<ol style="list-style-type: none"> 1. Where appropriate, and subject to an assessment of need, the Aftercare Service may assist young people with a one- off payment towards costs associated with: <ul style="list-style-type: none"> • Interview clothing and travel costs to interview • Education – equipment, books, notepads, pens etc. • Training/ employment – tools, clothing etc. (on production of proof that this is required). • Employment tools, "uniform"/ protective clothing etc. (on production of proof that this is required). 2. If money is given for the above, wherever possible, receipts must be provided. 3. Wherever possible the P.A. should go with the young person to purchase equipment to ensure

	Receipts	<p>that only necessary equipment is being bought and that it is bought at the best possible price. This does not mean we always purchase the cheapest but get the best we can reasonably afford. Receipts must be provided</p> <ol style="list-style-type: none"> 4. If it is deemed unnecessary or impractical to accompany the young person, a discussion needs to take place with the Aftercare Manager, and the young person informed of what they are to buy and, how much they are to pay. Receipts must be provided 5. If they spend more than the allowance given, they will be responsible for the difference. 6. It is an expectation that, if Aftercare has purchased equipment and the young person leaves the training course or job etc, the equipment remains the property of Aftercare and should be returned to them. It is the P.A's responsibility to try and ensure this happens. 7. Failure to return equipment may result in Aftercare refusing to assist in the future 8. If, however, the young person successfully completes the training etc. they may keep the equipment. 9. Prior to starting education courses at the age of 18, young people will be encouraged to explore all Government initiatives. These may provide welfare benefits for those young people studying approved courses. 10. For details of national and local initiatives, please discuss with the Connexions PA
8	Emergency Payments	<ol style="list-style-type: none"> 1. If a young person comes to the office having run out of money, they should be supported to apply for Local Emergency Support or the DWP for a Hardship Advance payment. 2. If they cannot access either of these, the Aftercare Service may provide assistance. Ordinarily, these will be cash payments but, if the P.A. thinks it appropriate, can be offered in the following ways: <ul style="list-style-type: none"> • Accompanied to a local shop and, either bought a voucher or supervised whilst spending to the stated amount. • Given a voucher from the BSO Aftercare safe 3. If a young person requests money for utilities (gas/ electricity etc), the P.A. may have to make a "judgement call" and either give the young person cash, or take him/ her to get some time on their card. If the young person is given money to purchase gas/ electricity, a receipt must be provided by the young person. 4. These payments will be dependent on an assessment of need and would generally not exceed the stated amount. 5. Where a young person requests an emergency payment due to difficulties with budgeting; the P.A. will explore with them how their money was spent. 6. All payments must be requested on a CSO and approved by a Manager or ATM before any money is promised.

		<p>7. This is not a system for “topping up” DWP “hardship” payments</p> <p>8. If it is assessed as inappropriate to give the young person cash and they refuse all alternatives as listed above, without a good reason, it should be considered that Aftercare has tried to fulfil their obligations and the request for assistance is denied.</p>
9	Emergency Payments for Children	If the request is for money for their child’s needs they should be directed to First Response in County Hall or Easton Street.
10	<p>Further Education</p> <p>Holiday/ Vacation</p>	<ol style="list-style-type: none"> 1. The Aftercare Service is committed to supporting young people who want to carry on their education post 18. Therefore, Care Leavers who commence a college course will be supported by Aftercare to complete these courses. 2. There are various funding streams available to assist with the costs of FE for young people; some can be accessed directly through the Education / Training provider and some through the DWP. Full information and assistance should be available through providers. Once all available funding has been applied for if there is still a shortfall in the funding, then Aftercare may consider additional funding to ensure the young person can complete their course. 3. Young people returning to Education or Training (24 and older) can access loans for tuition fees, repayable once the earnings threshold is met. 4. Aftercare will only provide vacation accommodation (equal to single room rate for that area), or the means to secure it, to any care leaver in residential further education.
11	Health	<ol style="list-style-type: none"> 1. The Aftercare Service has no responsibility for funding health post 18 however, there is a moral responsibility, (as a “good parent”) to ensure the health of Care Leavers. 2. If a young person has a health issue that needs urgent attention and financial assistance cannot be sought elsewhere, Aftercare may consider assisting. 3. This must be discussed with the Aftercare Manager and, where appropriate, the HCCM
12	Higher Education (Degree course) at college or university	<ol style="list-style-type: none"> 1. Aftercare will give an undertaking to continue supporting those already studying on a degree course until the completion of that course. However, if a young people decides they want to change the course they are studying, Aftercare are unlikely to fund this second course and, if they did agree to do so, it would be subject to the new arrangements that will apply to all

	<p>Alternative funding</p> <p>Accommodation - Term time</p> <p>Holiday/ Vacation</p> <p>Travel</p> <p>Computers for studies Receipts</p> <p>Post Graduate studies</p>	<p>students commencing a course as from 2012.</p> <ol style="list-style-type: none"> 2. Young people wishing to commence a degree course after 2012 may be supported with their fees. (See Appendix A for details). However, this offer is dependant on the P.A establishing whether the young person has resources to fund their own course: 3. Any fees above the Aftercare contribution are the responsibility of the young person to fund. 4. The P.A. will advise and support the young person to access funding via: <ul style="list-style-type: none"> • External grant/ sponsors. • Bursaries from their university which should cover living expenses, books and travel costs during term time. 5. The PA will also offer support to access: <ul style="list-style-type: none"> • The Bucks Education Bursary which covers living costs for 52 weeks per year. • Government Education Bursary (which will be managed by the P.A). 6. Further advice to accessing funding may also be available from the Aftercare “lead worker” on higher education and Virtual School 16+ Lead Teacher. 7. Young people will also be encouraged and supported to undertake some form of part- time work, to help fund their studies. 8. Aftercare will pay student accommodation costs for “Halls” or equivalent. And this will normally be paid directly to the provider. This provision can be extended to cover 52 week accommodation. 9. Aftercare will provide vacation accommodation (equal to Housing Benefit rate for that area), or the means to secure it, to any care leaver in higher education or in residential further education who needs it. <u>NB:</u> Aftercare will not pay university, and alternative accommodation during holiday times 10. During holiday times, students should be encouraged to find temporary work as Aftercare will not provide an allowance and the DWP tell us that full time students are not eligible for Benefits. 11. Aftercare will provide support with <ul style="list-style-type: none"> • The cost of visiting universities whilst selecting the most appropriate one • The move to universities/colleges and return for end of term vacations. 12. Aftercare may provide some funding to purchase a computer where it is necessary for your studies. A receipt must be provided. 13. If the young person “drops out” of their course, the computer should be returned to Aftercare. 14. Aftercare may support Graduates wanting to undertake a Masters Degree, but this must first be discussed with the HCCM. 15. Aftercare will not fund learning post MA
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13	Incentive Payments	<ol style="list-style-type: none"> 1. Ordinarily, at 18 years of age, all incentive payments will cease. This is to bring our young people into line with their peers in the community. However, in certain circumstances, on a case by case basis, this may be possible 2. Any incentive that are paid, must be agreed by the Aftercare Manager and may be paid in food vouchers 3. Incentives will not be paid to young people for looking for work.
14	Key Documents	<ol style="list-style-type: none"> 1. Young people should have all the key documents before they turn 18. 2. In circumstances where this is not the case, Aftercare will pay for: <ul style="list-style-type: none"> • A Birth Certificate • Passport <p>N.B Aftercare will only purchase one of each of these. If the original is lost or mislaid by the young person, Aftercare will not supply a replacement.</p>
15	Leaving Care Grant	<ol style="list-style-type: none"> 1. The Aftercare Service may provide a one- off Leaving Care Grant. There are 2 rates; one for those whose 18th birthday occurred <u>before</u> 1st April 2012 and a higher rate for those reaching 18 <u>after</u> this date. (see Appendix 1) 2. This grant can be used in several ways: <ol style="list-style-type: none"> a. When a young person is allocated a permanent tenancy b. Young people with profound disabilities who may continue to need residential care c. Young people entering into a Shared life/ Adult Placement/ Staying put arrangement who will, eventually move into their own tenancy and will be taking the furniture with them. d. Use as a deposit on private rent (see sect 1.Accommodation point 4) <ul style="list-style-type: none"> • In this case the grant is primarily to purchase carpets, “white goods”, sofas etc, It will have to be very closely monitored by the P.A. because as well as furnishings it must also be used: <ul style="list-style-type: none"> ○ To buy a television licence ○ Pay for a PROFESSIONAL cooker connection ○ Delivery charges from store to home ○ H & S items (door chains etc) ○ Costs of decorating ○ Consideration given to household insurance

	Receipts	3. In all case, receipts must be provided
16	Post 21 Services (Returners)	<ol style="list-style-type: none"> 1. Former Care Leavers aged between 21 and 25 who express an interest in commencing H.E, F.E or training can ask for support which may, subject to an Assessment of Circumstance, involve financial assistance. 2. If it is decided to offer financial support: <ul style="list-style-type: none"> • This will be equal to that offered to a Former Relevant Child (see Sections 10 & 12) • Will only cover what is considered essential to complete the course/ training etc. • Be dependant on full cooperation with the Aftercare Service including Pathway Planning 3. For full details of Post 21 services refer to “Aftercare Post 21 Services Policy and Process” in Master Doc’s.
17	Student Support Fund	<ol style="list-style-type: none"> 1. This funding is available to those who “face financial hardship” (which includes Children in Care and Care Leavers) and “full time education” (16 hours guided learning). 2. The money will be administered by the college on an individual basis. 3. For further details of this funding, please consult with the place of Education or Connexions.
18	Unaccompanied Asylum Seeking Children (UASC)	<ol style="list-style-type: none"> 1. UASC who are not eligible for State Benefits will receive an allowance equal to the DWP rate (See Appendix A). 2. All benefits and allowances provided by Aftercare will only be given on the conditions that that the young person complies fully with: <ul style="list-style-type: none"> • The Aftercare Service • The U.K. Border Agency • DWP 3. Aftercare will support UASC with fares to attend: <ul style="list-style-type: none"> • Appointments in regard to their Asylum applications Solicitors, Courts etc. • Fares to college • In certain circumstances fares to attend cultural/ religious events. 4. See Appendix J for further details.
19	Utility Bills	1. Under normal circumstances, the Aftercare Service will NOT pay utility bills.

		<p>2. However, it is recognised that Care Leavers are still young people, may make mistakes so financial assistance may be offered to avoid disconnection/ eviction etc,</p> <p>3. This will be in exceptional circumstances and only after discussion with the Aftercare Manager who will need assurances that the young person is making a real effort to be self sufficient not, just relying on Aftercare to get them out of trouble.</p> <p><u>NB</u> If this is offered, it will be a “one- off” and not a regular/ repeat practice.</p>
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SECTION 3 APPENDICES

Appendix A - Benefits/ Allowances April 2015

- Aftercare Maintenance Allowance reflects the current DWP Benefit rate = £57.90
- Birth Certificate = Between £10 & £20 (varies from area to area)
- Birthday Allowance for 17 & 18 birthday = £50. There are no allowances post 18
- Bursary:
 - University Bursary from student finance= £3.387 (This is for the full 52 weeks = £65.13 pw)
 - Bursaries from university of £300 - £1000 per academic year
- Christmas/ Festival Allowance for 17 & 18 birthday = £50 There are no allowances post 18

- Clothing Allowance:
 - 16 years old = £20 per month
 - 17 year old = £10 per month
- Computer for studies = Up to £500
- Deduction for utility charges = £10.00
- Degree course fees (university or college) = a maximum of £4,000
- Glasses = £50
- H.E. Bursary / Grant = £2000
- Leaving Care Grant
 - Up to £1000 for those whose 18th birthday occurred BEFORE 1st April 2012
 - Up to £2000 for those whose 18th birthday occurred AFTER 1st April 2012
- Passport = £72.50 by post or £82.25 through the Post Office's Passport Check & Send
- Staying Put contribution of £30 a week from young person
- Staying Put payment to ex carer £232 minus young person's housing benefit and personal contribution.
- Student Accommodation:
 - Term time - equal to Housing Benefit in the area where they will be residing or around £100 p w or £150 in London*
 - Holiday time - equal to Housing Benefit in the area where they will be residing*.
- Supporting People Rates = £60 per week
- Travel Documents = £77.50
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*There may have to be some flexibility in rent rates but, as a guide, rents should not exceed the levels stated.

Relevant young people (age 16 &17)

1. All supported lodgings providers will receive an allowance which covers all household expenses (rent/ utility bills etc.). See Appendix A
2. Young people who are placed in supported lodgings will receive a weekly allowance from the Aftercare Service (see Appendix A)
3. Where a provider is **not** providing food, the young person will receive the full weekly allowance but Aftercare will deduct a contribution to utility charges. The young person will be responsible for purchasing all his or her own food. The provider will still receive the full weekly allowance. This arrangement can be reviewed at any time.
4. Where a provider is offering **all** food, the young person will receive the full weekly allowance but Aftercare will deduct a contribution to utility charges. The young person will make a contribution to the provider for their food. The provider will still receive the full weekly allowance. This arrangement can be reviewed at any time.
5. Where a provider is offering **some** food, the young person will receive the full weekly allowance but Aftercare will deduct a contribution to utility charges. The young person will, following a discussion involving themselves, the provider, their PA and the HIT Worker, be

expected to make a contribution to the provider for their food. The provider will still receive the full weekly allowance. This arrangement can be reviewed at any time.

Former Relevant young people (age 18 plus).

1. Young people who wish to remain in their former Supported Lodgings placement are:
 - Those who have been assessed as vulnerable and in need of additional support post 18, but do not meet the criteria for Adult Services.
 - Those who wish to remain whilst finishing their studies
 - Those awaiting Social housing
2. Agreement to this must be sought from the HCCM at least 4 weeks prior to it happening.
3. Once agreement has been given, the P.A should assist the young people to claim Housing Benefit
4. If they are granted Housing Benefit but there is still a shortfall, the P.A should either:
 - Talk with the Benefits Advisor
 - Request the Aftercare Manager to make up the deficit from supporting people grant.
5. If a young person remains by mutual agreement, this becomes a private arrangement. See Section 2 - Accommodation with former foster carer

Appendix B- Semi-independent Accommodation - Relevant young people (age 16 and 17)

1. Padstones
 - All aspects of this Finance Policy apply to young people who are placed at Padstones. They will receive the full weekly allowance but are responsible for purchasing their food, cleaning materials etc. They will also be responsible for the payment of any surcharges that may exist.
2. Y.M.C.A.
 - All aspects of this Finance Policy apply to young people who are placed at the Y.M.C.A. They will receive the full weekly allowance, but are responsible for purchasing their food, cleaning materials etc. They will also be responsible for the payment of any surcharges that may exist.
3. Stonham
 - All aspects of this Finance Policy apply to young people who are placed at Stonham. They will receive the full weekly allowance but are responsible for purchasing their food, cleaning materials etc. They will also be responsible for the payment of any surcharges that may exist.

Appendix C - Bed & Breakfast - Relevant Young People (aged 16 & 17)

1. Young people should only be placed in Bed and Breakfast in **exceptional** circumstances and can only happen after discussion with the Aftercare Manager who will require:
 - Evidence that all other accommodation options have been considered and exhausted

- An exit plan demonstrating how the young person will be assisted in moving into more mainstream accommodation
2. The Aftercare Manager can agree to this, ordinarily on a 7 day maximum basis, but must inform the HCCM at the earliest opportunity.
 3. Aftercare will provide a personal allowance, in line with DWP rates, (see Appendix A) and, where a B&B has no cooking facilities or provides a microwave oven, Aftercare may give an additional allowance towards the extra costs of “take- away” and/ or microwave food.
 4. Laundry - Care Leavers in B & B will be assisted to access local laundrette facilities but they are responsible for funding this. .

Appendix D – MoMo Project

1. Young people placed in a MoMo placement may be clients of either the CIC Units or Aftercare Service. The relevant team will be responsible for funding the placement.
2. If post 18, they should be in receipt of DWP benefits but, if they are not eligible for benefits, Aftercare will provide a personal allowance equal to the DWP rate
3. Young people post 18 are responsible for paying all their utility bills.

Appendix E - Young People Detained in Custody & Mental Health

1. Relevant Children detained in custody
 1. Where a young person is ‘detained’ in custody, the majority of their financial allowances will be stopped and will **not** be back- dated to the date of incarceration.
 2. Personal Allowance - They may, subject to the rules of their particular establishment, receive a weekly allowance up to a maximum of £10 per week. If they are not allowed the full amount or no external funding is permitted, this money is **not** kept for them.
 3. Clothing Allowance - This will be stopped for the duration of their time in custody whether this is serving their sentence or “on remand”. Yet again, this will **not** be back- dated on release.
 4. Prior to release from custody the establishment where the young person is being released from, should be contacted and asked whether the young person has any savings, which they will receive on release:
 - If they are to receive £100 or more, or have served less than 6 months, they will **not** be eligible for a clothing grant.
 - If, however, they are being released with less than £100 or have served a sentence of more than 6 months they may, subject to an assessment of need, be considered for a one- off discretionary clothing grant up to a maximum of £100. Receipts **must** be provided.
 5. Birthday/ Festival allowances, up to, and including their 18th birthday, young people in custody will still be entitled to these allowances. However, if the rules of the institution where they are serving their sentence, do not allow them to receive the full amount, any unclaimed money will be saved and given to the young person on release. The “6 month rule” does **not** apply in these circumstances therefore, any birthdays or festivals that occur whilst a young person is incarcerated will be back- dated. This money can be given to the young person, Receipts are **not** required.
2. Former Relevant Children detained in custody

1. Prior to release from custody the establishment where the young person is being released from, should be contacted and asked whether the young person has any savings, which they will receive on release.
2. If they are to receive £100 or more, or have served less than 6 months, they will **not** be eligible for a clothing grant.
3. If, however, they are being released with less than £100 or have served a sentence of more than 6 months they may, subject to an assessment of need, be considered for a one- off discretionary clothing grant up to a maximum of £100. Receipts **must** be provided.
NB. This option is not available to those who are post 21 on release.
4. On release from custody, the institution will give the young person one week's allowance and a letter of introduction for the DWP. They must go to the DWP immediately and apply for Universal Credits. Once they have completed their application, they should be entitled to a hardship advance payment. The P.A. should offer to assist them with this to ensure it happens as soon as possible.
5. If a young person does not go to the DWP, Aftercare **will not** give any allowances.
6. If the DWP decides that the young person is not entitled to any benefits, the assistance of the Aftercare PA should be sought to establish why support was refused and whether the young person should be assisted to contest the decision.
7. The same principles will apply for Housing Benefits i.e. the young person should make a claim immediately and any problems discussed with the Aftercare PA
8. If there is a problem, and the young person cannot access any benefits, the Aftercare Service **may** assist with food parcels or vouchers. This assistance **may** continue until the matter is sorted, on the condition that the young person is cooperating fully with the processing of their claim i.e. attending appointments etc. Failure to cooperate will result in Aftercare withdrawing its financial support.

3. Relevant Children who are 'detained' in Hospital

1. For the purpose of this policy the words "detained in hospital" refers to those young people who have been detained under the Mental Health Act.
2. Where a young person is 'detained' in hospital, the same principles will apply as those for detention in custody.

Appendix F - Relevant Children living at 'home' with family

1. Where a Relevant Child, returns to live with their parent(s), or another party that is responsible for them, and remains in full time education, the person taking responsibility is entitled to claim Child Benefit. However, if the young person is not in education, there is no entitlement to any benefit. The P.A. should do everything possible to direct the young person into employment/ training etc.
2. Ordinarily, Aftercare will not offer financial assistance to young people or their "carers", however, where specific difficulties arise, and dependent on an assessment of need, young people **may** be provided with a weekly personal allowance. This requires the agreement of the Aftercare Manager, is to be time- limited and indicated on the Pathway Plan.

3. If a Relevant child has gone to live with a relative that the Aftercare service do not approve of, or believe the placement not to be in the young person's best interests, they will exercise discretion in whether or not they make any payments of any kind to support this placement.
4. Consideration must be given to the fact that, by giving the young person a maintenance allowance, this could create disparities within families, particularly in relation to siblings who are not receiving money.
5. Young people who return home on a short-term emergency basis will continue to receive the standard entitlements available to Relevant Children.

Appendix G - Qualifying Children

1. If a Relevant Child returns home and remains at home for 6 months their status under the Children (Leaving Care) Act 2000 is changed to that of a **Qualifying Child**.
2. The Aftercare Service has a power to provide financial assistance to Qualifying Children, but this is not a duty, therefore it is neither a right nor an entitlement.
3. Individual young people may be given financial assistance in "exceptional circumstances" with priority being given to support relating to education, training and employment opportunities.
4. The presumption should be that such assistance should be provided where this is necessary to protect the young person's welfare and it cannot be made available by any other agency.
5. If a Qualifying Child's situation at 'home' breaks down prior to his or her eighteenth birthday they revert to being a Relevant Child and, therefore receive the service in that capacity.
6. If a Qualifying Child's placement has broken down and they have become a Relevant Child, but return home within 3 months, they will automatically revert to a Qualifying Child for whom we have no financial responsibility.

Appendix H - Post Eighteen Placements

In all cases where a young person remains in their former foster placement, this becomes a private arrangement between the former carer, who becomes a provider, and the young person who becomes a "lodger". See Section 2 "Accommodation with former foster carer" for further details.

Section A – Vulnerability

1. Very few placements will continue post 18 and all preparation and agreements for this must happen prior to the case transferring from the CIC / CIN and must be agreed by the HCCM.
2. These arrangements are **not** Foster Placements
3. In a few cases, a young person may be defined as being extremely vulnerable and consideration given to extending funding for their placement beyond 18.
4. For young people who meet the criteria for Adult Services, discussions regarding the future accommodation and associated costs should already have taken place with Adult Services.
5. The overall assessment of the young person should focus on key indicators of vulnerability such as his or her ability to sustain independent living and their ability to establish and maintain either a benefit claim or employment without substantial support.

6. The following factors may indicate extreme vulnerability but in themselves do not necessarily result in a placement needing to be extended:

Significant and profound:

- Learning difficulties
- Physical disabilities
- Communication difficulties
- Statement of Special Education Needs
- Risk taking behaviour and issues - particularly a high risk of exploitation and self harm
- Mental health issues
- A lack of emotional development
- Is in receipt of Disability Living Allowance
- Alcohol and drug related issues

This list is not exhaustive and is only provided as a guide.

7. It is important to assess how these factors interact with a young person's overall circumstances and situation and his or her ability to develop and learn independent living skills and strategies. The overall assessment should be based on the professional judgement of the needs of the young person and involve information from:

- The Aftercare Personal Adviser,
- The placement supervising Social Worker
- The foster carer/s and/ or Residential staff
- Social Worker for Children with Disability Team
- Where necessary the team manager from both the Aftercare Service and the fostering service should also be involved.

Section B – Continued Education

1. Where a Former Relevant Child is remaining with their former foster carer, (who becomes a provider), whilst still attending school, (A-levels etc):

1. From the young person's eighteenth birthday until they complete their 'A' levels or equivalent courses, the provider will continue to receive the pre 18 fostering rate, minus any benefits the young person may be entitled to (see appendix A) and any Housing Benefit that the carer can claim. If the young person is not entitled to benefits, Aftercare will maintain this responsibility. If the provider cannot claim Housing Benefit, Aftercare will pay the equivalent.
2. On completion of A- levels the section below becomes relevant.
3. The provider must be informed that if they are on benefits, receiving Housing Benefit for their "lodger", may affect their entitlements. NB Aftercare will not continue to pay the former carer as an alternative to the young person claiming benefits. The carer must accept this as a condition of the young person remaining.

2. Where a Former Relevant Child has left school and been offered a place on a higher education, or a residential further education course and is planning to remain with their carer/s until they commence their course, the following principles should apply:

1. The placement is no longer a foster home but is classed as a private arrangement and the former carer will become a provider.
2. The young person should be supported to find employment until their course begins
3. If they are not employed, the young person should be supported to claim benefits.
4. If the gap between school and studies is only a matter of weeks, the P.A should negotiate with the Aftercare manager regarding a short term personal allowance.
5. The provider should be able to claim Housing Benefit but must be informed that if they are on benefits, receiving Housing Benefit for their “lodger”, may affect their entitlements.
NB Aftercare will not continue to pay the former carer as an alternative to the young person claiming benefits. The carer must accept this as a condition of the young person remaining.
6. If there are areas of confusion or dispute, or further advice regarding benefits is required, the Aftercare PA should be consulted.
7. All the above payments cease from the date the young person commences their education course, or leaves their placement (usually mid September to the beginning of October) and the policy for students etc, should be applied.
8. If the young person decides not to attend university, or takes a gap year prior to the start of their degree course, and wishes to remain within the foster carer/s’ home, this will be deemed as a private arrangement under ‘staying put’.

Appendix I – Unaccompanied Asylum Seeking Children – (UASC) who become Former Relevant Children

1. Where young people have an immigration status that means they have permission to work and/ or have recourse to public funds they will be expected to be working or claiming benefits. Aftercare’s financial responsibility for these UASC is no different than for other Former Relevant Children. In these cases, Aftercare will apply all the aspects of the Former Relevant Children section of the Aftercare Financial Policy (with some exceptions to Higher and Further Education entitlements).
2. Where a young person is in receipt of an IS96 and deemed as Appeal Rights Exhausted (ARE), they will also have their rights to public funds withdrawn. In this situation, Aftercare will comply with the Barking & Dagenham Judgement, and offer financial support to the young person. At this time, Aftercare will pay rent, provide a personal allowance, and support on- going studies etc. However, Aftercare will not offer any support with expenses relating to employment as UASC/ ARE are not legally able to work in this country, therefore, any employment will be “cash in hand”, which is illegal and Aftercare cannot be seen to condone this.
3. At 21, a referral must be made to NASS but, at this time there is a problem with NASS accepting referrals for ARE. Whilst negotiations are taking place with NMASS, Aftercare will continue to support the young person.
4. If NASS accept responsibility for the UASC, Aftercare will lose all financial liability/ responsibility and cease all subsistence payments etc.

Appendix J - Criminal Injuries Compensation Board Payments

1. Young people who receive a Criminal Injuries Compensation Board Payment (C.I.C.B.) should be assisted to seek independent financial advice regarding establishing a Discretionary Trust Fund. The CAB may be able to help with this. Personal Advisers are not responsible for choosing who gives advice and should not attempt to do so.
2. Generally, young people will receive their C.I.C.B. awards on their eighteenth birthday, so should be made aware that this may be taken in consideration for any means tested income.
3. If they choose to establish a 'Discretionary Trust Fund' prior to receiving their payment, this may result in their award being 'tied up' until the age of twenty-one and therefore, if NEET, will qualify for state benefits. (This may be dependant on the amount of the award).
4. Strict benefit rules apply in regard to spending the award once it has been received at eighteen or older, particularly with regard to the inappropriate disposal of 'capital'. Therefore, it is imperative that young people are given independent advice regarding their award and how it can be used without being penalised.

Gill Roscoe Aftercare Team Manager

June 2015