

## Roles-Staying Put

| Age    | Action                                   | what needs to happen   | Who                         |
|--------|--|--|-----------------------------|
| 15/16  | Discussion with Young Person             | One to one discussion with the young person to ensure that this is the right plan for them, Ensure the young person understands the expectations around further preparation for Independence including paying rent and the Living Together Agreement.  | ASW PA                      |
|        | Foster Carer Understanding               | Make sure the foster carer understands the financial support, arrangements for university, new role legally a "landlord", the living together agreement, expectations around further preparation for independence  | SSW Foster carer            |
|        | Staying Put Viability Meeting            | Once you have met everyone individually you will hold a meeting to discuss Staying Put ensure this meeting includes the child's social worker, a representative from the leaving care team/staying put coordinator, the supervising social worker, and the foster carer. The young person should only be included once it's agreed in principle that Staying Put is an option. | PA ASW, SSW, foster carers. |
|        | Young people with Additional Needs       | If the young person has additional needs, consider planning for Shared Lives. make a referral to the transition's team.  | ASW                         |
|        | Formal agreement                         | Team Manager agrees the plan for staying Put and agree a contingency plan.   | ASW                         |
|        | Housing Authority Registration           | Register the young person with a local housing authority as part of the planning for after Staying Put and contingency planning.   | ASW PA                      |
| 17     | Request a Personal advisor               | Request a personal advisor so relationships can be developed   | ASW PA                      |
|        | Identity Documents                       | Ensure the young person has all necessary documents, including a National Insurance Number, Verify.Gov.Uk registration, passport, birth certificate, biometric card, driving license, proof of address, proof of care leaver status, and proof of college/education course. Are they stored in a safe place?   | ASW PA                      |
| 17 1/2 | Universal credit entitlement application | Support the young person to apply for universal credit entitlement. Universal credit applications need to include the equivalent of the local housing one bedroom rate and the personal element standard rate. Make sure the young person knows how much rent they will pay when they turn 18 and make clear their status as a care leaver for eligibility                     | ASW PA                      |

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|  | Financial assessment       | Complete and submit the financial Assessment <b>2 months before an 18<sup>th</sup> birthday</b> and submitted to our payments team, this is so the carer is clear on what they are going to be paid and when.   | <b>ASW</b>                     |
|  | Fostering Household Status | Will this remain a fostering household alongside a Staying Put arrangement? make sure the fostering team are aware of plans. Young people on Staying put will remain a consideration for foster carer reviews and the fostering regulations.          | <b>SSW foster carer</b>        |
|  | Living Together Agreement  | Develop and approve a Living Together Agreement, covering key arrangements like having a key, house rules, friends visiting, safer caring plans, and returning home times. This should not be a huge change but consider and agree independence needs | <b>ASW PA SSW Foster carer</b> |