**No Recourse to Public Funds - Essential information to be provided by the Social Worker in advance of the panel meeting**

**For families originating from the EU**

**For a list of countries please see** [**https://www.gov.uk/eu-eea**](https://www.gov.uk/eu-eea)

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| **Are the parent’s/child EU nationals?** (Please give details of who and their country of origin) |  |
| When did **each** family member enter the UK? |  |
| Please give details of how the family came to the UK (i.e. how they travelled, the purpose of their journey) |  |
| Does anyone have settled or pre-settled status?  **If so, which and provide evidence.** |  |

**For families originating from outside of the EU**

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| Please provide each person’s nationality |  |
| When did each family member enter the UK? |  |
| Please give details of how the family came to the UK (i.e. how they travelled, the purpose of their journey) |  |
| What is their immigration status? |  |
| Has Home Office support been considered – S4 or S95?  **Please provide details** |  |

1. **Basic information, nationality and legal status:**

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| **Name of Child**  *To complete for each child* |  |
| Date of birth |  |
| Photocopy of proof of date of birth such as passport or birth certificate  **Without this information, the panel may be unable to make a decision** | *What photocopies are attached?* |
| Mosaic number |  |

|  |  |
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| **Name of Mum** |  |
| Date of birth |  |
| Photocopy of proof of legal status such as Home Office documents | *What photocopies are attached?* |
| Mosaic number |  |

|  |  |
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| **Name of Dad** |  |
| Date of Birth |  |
| Photocopy of proof of legal status such as Home Office documents | *What photocopies are attached?* |
| Mosaic number |  |

1. **Details of current and previous income:**

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| **Note:** *How have the children and parents supported themselves financially since been in the UK.*  *What are they living off now? Do they have a National Insurance Number?*  *What proof have you been provided with (bank statements, letters about welfare benefits ect)*  *Please attach photocopies alongside this referral form of the documents.* |

1. **Why is financial support being requested now?**

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| **Note***: Why do the family need support* ***now*** *if they did not previously need it?*  *Are there any other avenues open to the family to offer support?*  *If the other parent is not around – are they providing financial support? Are they a British Citizen? Can they claim child benefit? Are they doing so?*  *Do any of the family members have any desire to return to their country of origin? And if so, would they/the children be safe if they did so?*  *Do the family have any additional specific needs?* |

1. **What evidence is there that the family is destitute?**

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1. **Details of any LCC funding already being paid:**

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| **Current Nass Rates** | |
| Each person in the household gets £49.18 (or £8.86 per person if your accommodation provides your meals) | If the mother is pregnant a further £5.25 |
| Child under 1 years a further £9.50 | Maternity Grant of £300 |
| Child between 1-3 a further £5.25 | Rent and council tax can be requested to be paid. |

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| **LCC Current Funding being paid to** | | **Mum / Dad / Child / Other (who)** | |
| **Amount** | **Type of funding** | | **Timescale (from and to)** |
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1. **Details of where each of the children / parents have been living since being in the UK:**

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| **Note:** *Ask for details and proof of where each member of the family has been living since being in the country. This proof might be Tenancy Agreements, letters from housing benefit etc.*  *Where are they living now?*  *Please attach photocopies alongside this referral form of the documents* |

1. **Details of application for leave to remain or asylum claims and legal representation**

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| **Note:** *Details of any claims and appeals. Home Office Number. Legal representative details. Please attach photocopies alongside this referral form of the information as required.* |

1. **Modern slavery or trafficking**

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| **Note:** *Any reason to believe that anyone in the family (parents and children) is subject to* [*modern slavery*](https://modernslavery.co.uk/index.html) *or* [*trafficking*](https://www.unodc.org/unodc/en/human-trafficking/what-is-human-trafficking.html#What_is_Human_Trafficking)*? Give details:* |

1. **Provide a timeline for each parent and child**

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| **Note:** *This should include:*   * *When they entered the UK;* * *How each they entered the UK;* * *On what legal basis they entered the UK;* * *Their legal and immigration status now and any changes in this;* * *Their means of income during the time they have been in the UK.* |

1. **Other relevant info to assist the panel:**

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| *Continue onto next page if required* |

1. **Please confirm you have provided all information above**

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Please return completed referral to [CHS.NRTPF@Leeds.gov.uk](mailto:CHS.NRTPF@Leeds.gov.uk)