



**Brighter  
Futures for  
Children**

# Preparing for Adulthood

An information guide for parents and carers

Jointly produced by Brighter Futures for Children and Reading Borough Council

This document was prepared with the help of Reading Families' Forum, Reading Mencap, Berkshire Healthcare Foundation Trust and the SEND Transitions Project Group.

# Introduction

This information guide, which has been jointly produced by Brighter Futures for Children and Reading Borough Council, is designed to help all parents and carers of young people with a wide range of abilities, including special education needs and/or disabilities (SEND), understand the move from children's services to adult services.

In Reading, children's services, including education and SEND services, are run by Brighter Futures for Children (BFfC). The not-for-profit company was set up in 2018. It is wholly-owned by, but independent of, Reading Borough Council. The council runs adult services.

This guide is intended to help you understand the change from one service to the other and the milestones along the way. The guide is aimed at parents and carers of young people. Throughout the guide, we use 'you' to refer to everyone in this group, whether you're a parent or a carer.

Young people could be your son, daughter, member of your foster family or someone you have other legal responsibility for. Throughout the guide, we refer to anyone in this group as 'young person' and collectively as 'young people'.





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# About this Guide

This guide contains information for parents and carers of young people with a wide range of abilities as they approach adulthood.

In addition to this guidance, there is contact information at the end of this booklet for organisations that can provide additional support and help.

This edition was published in 2019. Please refer to Reading's Local Offer for all up-to-date information and guidance. The Local Offer is delivered by Brighter Futures for Children but the Family Information Service (FIS) website, which contains all the details of the Local Offer, is hosted on the Reading Services Guide and is maintained for Brighter Futures for Children by Reading Borough Council, as part of a Service Level Agreement.

The Local Offer helps you find information about local services, support, activities and events for children and young people aged 0 - 25 years who have special educational needs or disabilities (SEND).



[www.reading.gov.uk/sendlocaloffer](http://www.reading.gov.uk/sendlocaloffer).

Also see [www.brighterfuturesforchildren.org/send](http://www.brighterfuturesforchildren.org/send)



The Local Offer has a 9am-5pm telephone service **0118 9373777** (option 2).



You can also visit us at the Civic Centre, Bridge Street, Reading.

# 1. Preparing for Adulthood

Preparing for adulthood is a time when young people and their families are thinking about their hopes for the future. Planning for the future will involve the young person, you and other people that know the young person well from education, health, social care services or the voluntary sector.

This guide will provide you with useful information to support your young person's plans for the future. You may have questions or concerns about things like:



Leaving school or starting college



Training or work experience



Finding a job



Finding day time activities



Benefits and money



Where to live



Short breaks / respite



Health



Paying for care and support



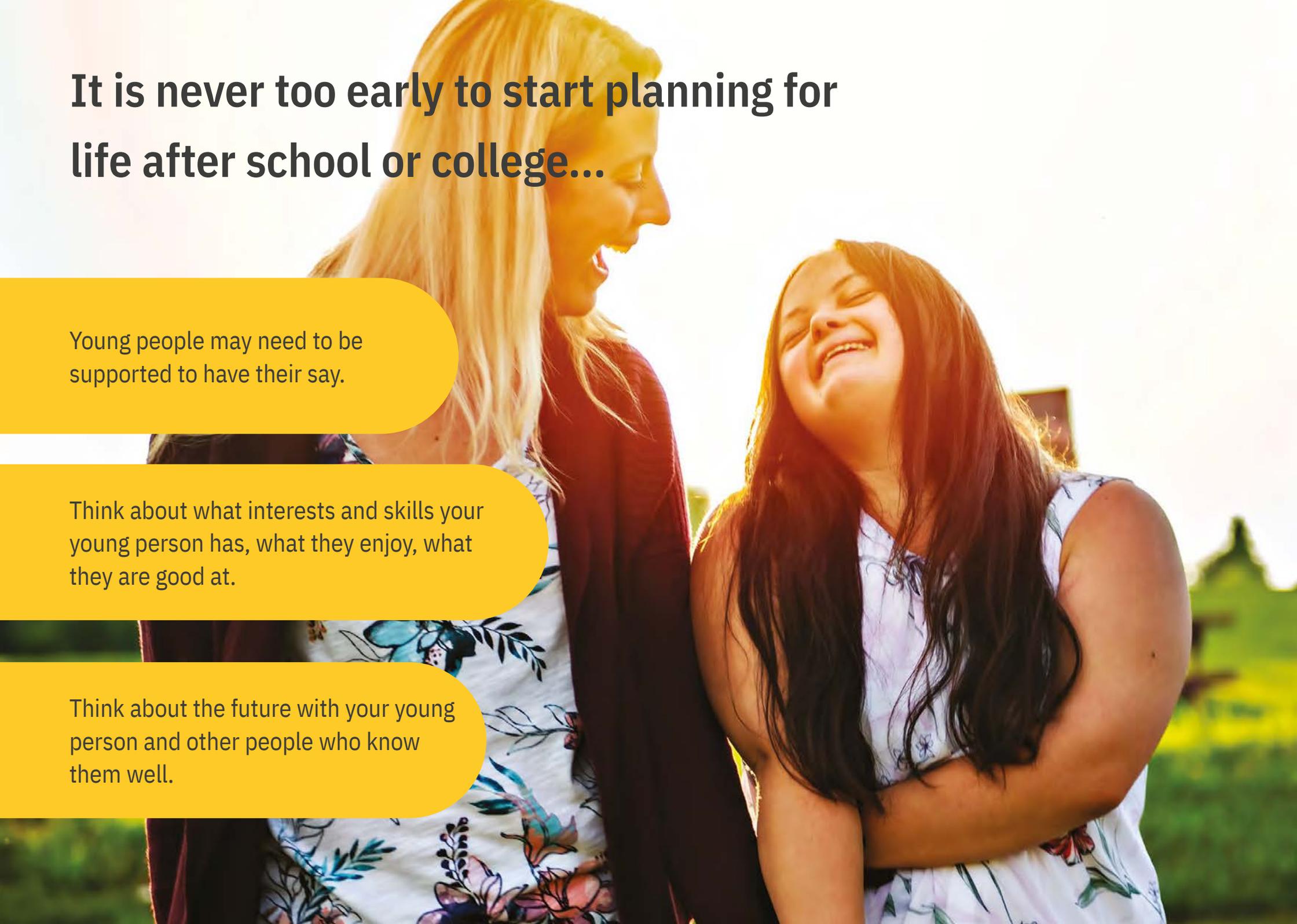
Longer term plans



Leisure and social activities



Transport

A photograph of two young women laughing together outdoors. The woman on the left has long blonde hair and is wearing a dark red top. The woman on the right has long dark hair and is wearing a white floral dress. They are standing in a field with green grass and trees in the background, and the scene is lit with warm, golden light, suggesting late afternoon or early morning.

# It is never too early to start planning for life after school or college...

Young people may need to be supported to have their say.

Think about what interests and skills your young person has, what they enjoy, what they are good at.

Think about the future with your young person and other people who know them well.

People working in education, health and care services will be able to provide more detailed information about the ongoing support for your young person and their future needs.

There are other local providers that can support your young person and help them reach their goals.

There are also community and voluntary sector agencies in Reading that can provide support and help you understand the health, care, housing and education systems.

Reading Information, Advice & Support Service for SEND provides information advice and support about education, health and social care to parents and carers of children and young people (aged 0-25) who have special educational needs and/or disability. This service is also offered to the young people themselves.

This is a free, confidential and impartial service. It is supported by, but independent of, Brighter Futures for Children.



**0118 937 3421**



**[iass@brighterfuturesforchildren.org](mailto:iass@brighterfuturesforchildren.org)**



**[www.readingiass.org](http://www.readingiass.org)**

## 2. Transitions and Support

Moving from childhood to adulthood is a transition. Moving from one setting to another is also called a transition and both children's services and adult services are the bodies responsible for supporting that move.

There are many moves and transitions in a child and young person's life, for example, home to nursery, nursery to primary school. A major move is from Children's to Adult Services. The young person's needs, hopes and wishes are kept central to the planning process.

If your young person has an Education Health &

Care Plan (EHCP) planning for adulthood starts at the age of 14 (Year 9). A transition plan will be developed at the annual review in year 9.

These plans are important as they encourage planning from childhood to adulthood; we call this transition planning. The plans will continue to be reviewed on an annual basis until the young person is 25, or earlier if they leave education or training or move to university.

An important part of preparing for adulthood is to make sure that young people have a means of expressing their views about their future.

### 3. What Will Happen and When



#### When they are 14

Your young person will be asked what their wishes for the future are. They will be asked what support they might need to achieve their wishes. If they have an EHCP, their school will lead on the annual review process.

If they have long term health needs, preparation for adulthood will also begin at the age of 14.

If they have a learning disability, they can register on their GP's learning disability register at 14. Once they are on the GP's register they will be invited for an annual health check.

Education Health and Care Plan reviews will take place every year.



#### When they are 15 and 16

At their Education Health and Care Plan reviews, your young person will be asked again about their wishes for the future, for example, where they would like to live, would they like to go to college and their wishes regarding future employment, including apprenticeships or supported employment. The EHCP will address the support needed to achieve their aims.



## When they are 16 and 17

Young people with a cognitive impairment are subject to the Mental Capacity Act (2005). This involves a capacity assessment undertaken by a medical or social care professional to ascertain whether the young person has the mental capacity to make a specific decision. This includes referrals being made to services on behalf of the young person.



## When they are 17

If your young person is open to children's social care, a children's worker will complete an assessment of their care and support needs and this will help decide what further assessments need to take place to support them into adulthood.

The children's worker will ask for your young person's permission, or your permission, to refer them to adult social care.

If a young person is a care leaver, they will be asked if they want a leaving care advisor and they will be referred to the leaving care team.

If your young person receives a service from the Child and Adolescent Mental Health Service (CAMHS), they will be referred to the adult mental health team if that is appropriate.

A carer's assessment might also be completed. This assessment can be completed by both children's and adults' services. Children's services consider carers' needs and capacity as part of a single assessment (Children's Families Act 2014), and adult services consider them under the Care Act 2014 assessment.



## When they are 17/18

If your young person's case is open to children's social care, they may be assessed by a worker in adult social care. This assessment will be based on the Care Act and the worker will also take into account outcomes on their Education Health and Care Plan.

If they are not with children's social care, you can refer your young person to adult social care. Contact Reading Borough Council's Contact Centre on **0118 937 3747** or visit: [www.reading.gov.uk/about-adult-social-care](http://www.reading.gov.uk/about-adult-social-care)

Young people and their parents will be given information about services in the local community and about the people they may receive support from after the age of 18.

If your young person is assessed as eligible to receive adult social care, they will have a financial assessment. More information on this can be found in the section on Money Matters.

If they have long term health needs, mental health needs or a learning disability with other health needs, health teams will meet them to get to know them and plan how they can support them when they are 18.

They will be transferred to adult health teams when they are 18/19.



## When they are 18

Your young person's case will be closed to children's services, provided that the assessment has been completed by adult social care and services they are eligible for have been set up.

If your young person has a diagnosed learning disability and they need a health service, they can be referred to the Reading Community Team for People with Learning Disabilities. Contact the team for more information on:

**0118 2077684.**

[www.berkshirehealthcare.nhs.uk/our-services/adult-healthcare/learning-disabilities-ctpld/](http://www.berkshirehealthcare.nhs.uk/our-services/adult-healthcare/learning-disabilities-ctpld/)

# Preparing For Adulthood Transitions Pathway

This pathway (pages 14-17) outlines the steps to support young people transferring from children's to adult services.

It is written for the young people themselves but explains the same steps that we explained to you on pages 10-13).

Please ask if you would like this information in a different format.



Parents

Social Worker

Carers

Occupational  
Therapist

School

Mental Health

College

Health

Voluntary Sector

## 14 Years

Children's services will start the transition process with you and your parents/carers

When you are 14 you will be asked what your wishes for the future are. You might be offered an advocate who is someone who can help explain your views to you and for you to others.

You and your parents will be asked what support you might need to achieve your wishes.

**If you have long term health needs**, preparation for adulthood will also begin when you are 14.

**If you have a Learning Disability**, you can register on your GP's Learning Disability register when you are 14.

## 15-16 Years

Education and health plans will take place every year.

When you are 15 and 16, at your Education Health and care Plan review, you will be asked about your wishes for the future, for example:

- Where would you like to live?
- Would you like to go to college?
- Would you like to get a job?



## 17 Years

A children's worker will complete an assessment



You will be referred to adult social care

When you are 17, a children's worker will complete an assessment and this will help decide what further assessments need to take place to support you into adulthood.

This children's worker will ask for your consent to refer you to adult social care.

If you are a care leaver, you will be asked if you want a leaving care advisor and your case will be referred to the leaving care team.

A Carer's Assessment and a Mental Capacity Assessment might also be completed.

When you are 17, if you receive a service from the **Child and Adolescent Mental Health Service (CAMHS)** they will refer you to the Adult Mental Health Team.

If you have a diagnosed learning disability, you can be referred to the Reading Community Team for People with Learning Disabilities.



## 17-18 Years

An adults worker will carry out a Care Act Assessment

Between age 17 and 18, you will need to be assessed by a worker in adult social care. This assessment will be based on the Care Act and the worker will also take into account outcomes on your Education Health and Care Plan

If you have long term health needs, mental health needs or a learning disability with other health needs, between age 17 and 18, health teams will meet you and plan how they can support you when you are 18.

You will be told if you are eligible to receive services from adult social care

If you are not eligible to receive services from adult social care, you will be given information about services in the local community

If you are eligible to receive services from adult social care you will be given information about the people you might be involved with from 18.

You will have a financial assessment.

You might be allocated a social worker or an occupational therapist.

## 18 Years

Your case will be closed to Children's Services

If you are a care leaver you can receive support from the leaving care team.

You can contact adult social care in the future if you need to discuss your care and support needs.

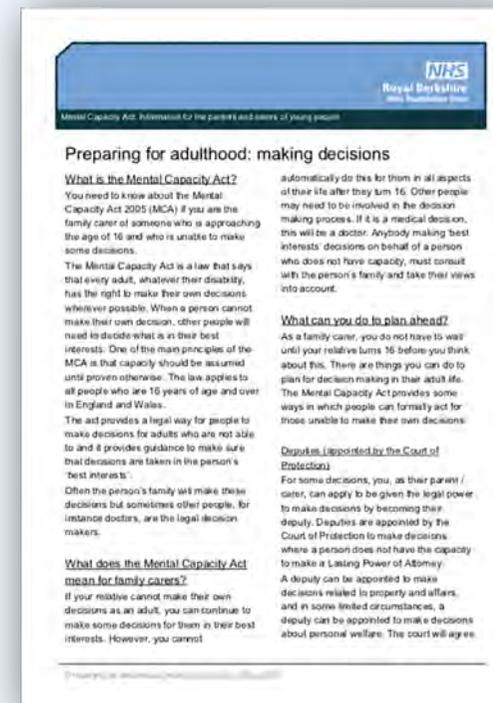
You will be transferred to the adult health teams when you are 18 or 19.

The Mencap website has helpful information on mental capacity and a downloadable resource called **The Mental Capacity Act.**



<https://www.mencap.org.uk/advice-and-support/mental-capacity-act>

There is also information on the Royal Berkshire NHS Foundation Trust website. The document is called **Preparing for Adulthood: Making Decisions**



<https://www.royalberkshire.nhs.uk/patient-information-leaflets/?AccessLetter=T>

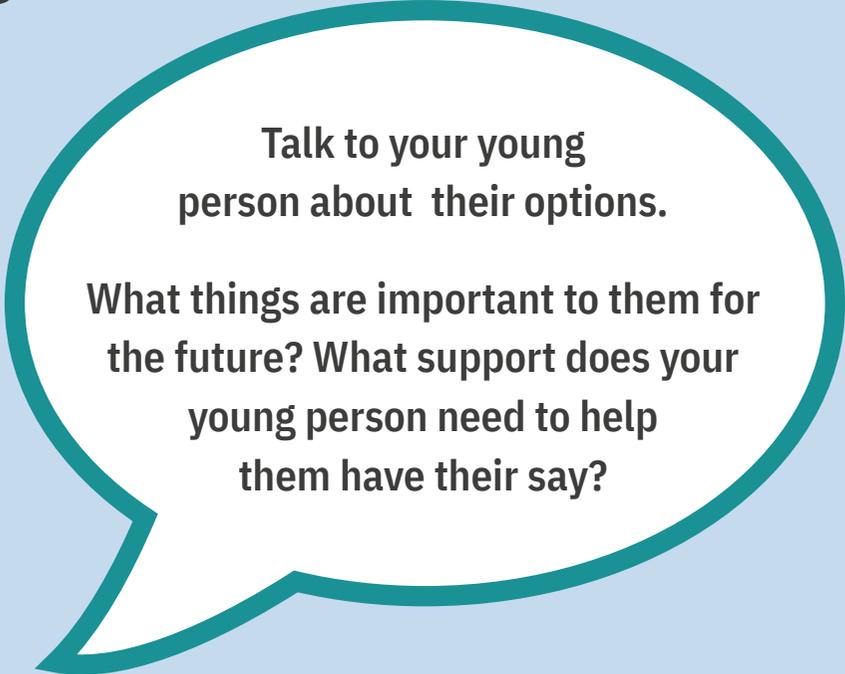
# 4. Year 9 Annual Review Meeting

From Year 9, your young person will be supported to give their views on:

- Learning
- Training
- Employment
- Where to live
- Health
- Social care
- Interests and socialising

As a parent / carer you have a vital role to play in helping plan for these changes, alongside agencies who play an important role in your young person's life.

So that your young person gets the most out of the Year 9 annual review meeting, it is important to help them think about what they like and their hopes for the future before the



**Talk to your young person about their options.**

**What things are important to them for the future? What support does your young person need to help them have their say?**

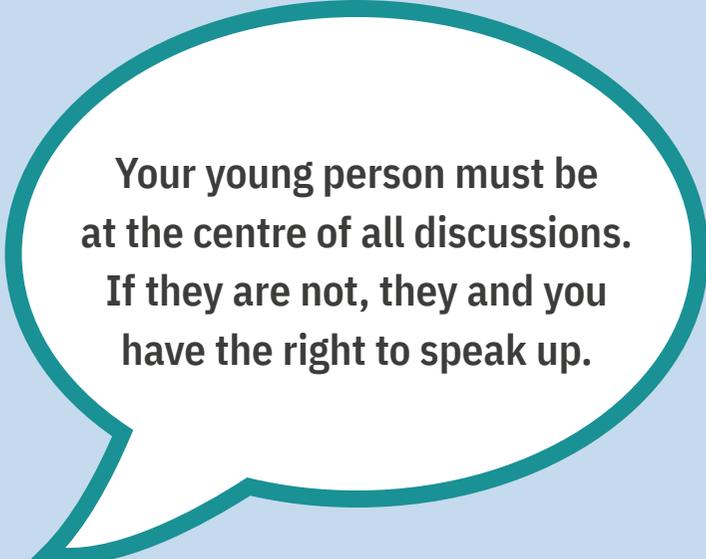
meeting. Some young people will need more support to do this. It may also be helpful to ask others who know them well what they think.

Plans for your young person's future need to be based on what they like to do, their strengths, and what is important to them, now and in the future. If your young person is not able to

understand the concept of planning for their future or is undecided, the annual review will still be able to consider how best to maximise their life skills, independence and communication.

A good plan will reflect their wishes and their needs. It will help all those involved in supporting your young person work together so that their individual needs are met as they move into adulthood.

It is also important that your young person has a say in who is going to be involved in the development of their transitions plan.



**Your young person must be at the centre of all discussions. If they are not, they and you have the right to speak up.**

Once a young person reaches the age of 16 they have the right to make their own choices; this includes decisions about where they would like to live, how and by whom their care and support will be provided, and who will manage their finances.

If a young person has no other person to support them through the transitions process they are entitled to an independent advocate. See information about local advocacy services on the **Reading Services Guide**: <http://servicesguide.reading.gov.uk/>

## 5. Post 16 options to be considered

All young people should continue in education, training or employment until they are 18. This does not necessarily mean staying in school. Young people may be able to choose one of the following routes:

- stay in full-time education, for example at a college
- start an apprenticeship or traineeship and work
- spend 20 hours or more a week working or volunteering, while in part-time education or training.

**Your young person's school can provide different types of support for attendance to help them get ready for college, training or work**

**Elevate is Brighter Futures for Children's careers service for young people aged 16-25 in Reading. Call 0118 937 2204 or email [elevate@brighterfuturesforchildren.org](mailto:elevate@brighterfuturesforchildren.org)**

**elevate**  
Helping you towards a Brighter Future

### Getting ready for life after school

Employers value soft skills, such as social or vocational skills. Talk to your young person's school about organisations which can help them to acquire these, such as the Prince's Trust, Duke of Edinburgh Awards and National Citizenship Service.

# Schools

Young people attending special school may stay until the end of the academic year they turn 19.

There are a number of special schools and mainstream schools with resourced units in Reading where young people can continue their learning.

- Blessed Hugh Farringdon Catholic School & Sixth Form Centre
- Cranbury College - Vision 16-19
- Highdown School & Sixth Form Centre
- Prospect School and The Bridge Resource Unit
- The Avenue School - Special Needs Academy

Brookfields School in West Berkshire and Addington School in Wokingham also support young people from Reading with SEND until 19 years. Information about schools in Wokingham and West Berkshire is also published on the SEND Local Offer, or you could contact the Family Information Service in each area.

# Going to a local college

Further education colleges generally offer a wide range of courses to meet the needs of students at all levels.

Many students will attend mainstream courses with extra support. This can include specialist teaching support, personal helpers, lifts and ramps, or specialist equipment.

For others, there are courses that support students with learning disabilities tailored to their individual needs, like a course to develop independent living skills, social skills, or education skills.

They may also include opportunities to try out work based learning opportunities such as work experience with support, and access to activities in their local area.

Applications for college should be made in the autumn term of the final year of school.

You can find more information about local colleges in Reading on the SEND Local Offer [www.reading.gov.uk/sendlocaloffer](http://www.reading.gov.uk/sendlocaloffer)

<http://servicesguide.reading.gov.uk/kb5/reading/directory/results.page?familychannel=3&q=colleges&term=&sorttype=relevance>

Visiting different colleges and supported internship providers is important to get the right fit for your young person.

It is important that your young person visits the college they would like to go to so that they can meet people and become familiar with the place. Some young people need several visits. You can ask also for an individual appointment. Contact details are in the Further Information section on Page 56.

It is a good idea if someone from the college attends your young person's annual review so that they can be involved in planning what support they may need.

Schools should invite colleges to attend the annual review. You can ask them to do this.

# 6. Going to University

For some young people, going to university is the next step on from school or further education. Some further education providers also provide higher (degree) level education. When studying at university or college, your young person will work towards one of a range of qualifications, such as a degree, or a Diploma/Certificate of Higher Education. Young people can go into higher education at any age but most people enter when they are around 18 years old. There is a lot to consider if your young person is planning to go into higher education, and there is a variety of support that might be available.

You and your young person could start thinking about:

- Where to study
- The support he/she may need whilst studying
- Support with day-to-day living
- Money and funding

It is important to be aware that an EHC Plan will cease if they go to university.

Support is provided through a Disabled Students' Allowance. <https://www.gov.uk/disabled-students-allowances-dsas>  
You can find out more through [www.UCAS.ac.uk/students/wheretostart/disabledstudents](http://www.UCAS.ac.uk/students/wheretostart/disabledstudents) or [www.direct.gov.uk](http://www.direct.gov.uk)

## 7. Careers Advice

All young people are entitled to have independent career guidance. Ask at your young person's school or college for more information.



## 8. Transport

Funding for transport is considered on a case by case basis.  
Travel training may be useful for some young people.

**Brighter Futures for Children's website contains information on transport:**  
<https://brighterfuturesforchildren.org/schools/transport/>

**School Transport Policy:**  
<https://brighterfuturesforchildren.org/wp-content/uploads/2019/07/BFFC-School-Transport-Policy-v1a-May-19.pdf>

**Post 16 Transport Policy:**  
<https://brighterfuturesforchildren.org/wp-content/uploads/2019/07/BFFC-Post-16-Education-Transport-Policy-v1a-290519.pdf>

# 9. Training and work

Many young people would benefit from further education at their local college or other types of support to help them explore the world of work.

Reading College, Newbury College and Berkshire College of Agriculture all have courses specifically for young people with additional needs.

You can find out more about what is available in Reading by asking your school or looking at the SEND Local Offer – [www.reading.gov.uk/sendlocaloffer](http://www.reading.gov.uk/sendlocaloffer)  
<http://servicesguide.reading.gov.uk/kb5/reading/directory/advice.page?id=v4Ew0QX008I>

Many colleges offer courses for three days per week. Your young person could use the additional days to participate in work experience including volunteering or social activities

such as clubs run by the voluntary sector.

Once your son or daughter finishes college, they may take on full-time employment or go into higher education. The expectation is that all young people aged 18 – 25 will be involved in education, training or employment.

After 25 years, if your young person is not in full-time employment, they may benefit from day activity services. See section 10 below.

# 10. Day activity services in Reading and surrounding areas

For young adults leaving college and moving into adult life who may not be in employment, training or apprenticeships there are a range of activities they can join which are both fun and skill building and which provide for young adults with a range of needs. These activities offer the opportunity to make friends and some of the service providers also run additional clubs and activities that can be accessed in the evenings or at weekends. Here are some examples of the kinds of services there are locally, but the Reading Services Guide can also help to find day-time activities as well.

[http://servicesguide.reading.gov.uk/kb5/reading/directory/results.page?adultchannel=4\\_1](http://servicesguide.reading.gov.uk/kb5/reading/directory/results.page?adultchannel=4_1)

Services are charged for on a daily or half daily fee basis and many will offer a free taster session. Some offer a cooked meal, and some will ask for members to bring a packed lunch or money to buy lunch at nearby shops or cafes. Some, but not all, will offer personal care and wheelchair access. Services can be paid for from a Personal Budget or the council can also arrange a service as part of a care assessment and care package if a young person has eligible needs for social care. Prices are from around £20 upwards depending on the type and level of service. Fees for people needing one to one care may be higher, depending on need.

You should look for a service that ensures it understands the needs and wishes of the person before they offer a place and that there are informed risk assessments in place. Ask to see policies and procedures which cover issues such as giving medication off-site activities and managing behaviour. A good quality provider should also publish and offer a 'Statement of Purpose', which outlines all the terms and conditions of the service they will provide.

Getting to the service can also be arranged as part of a social care package if your young person has eligible needs under the Care Act and is not an independent traveller. For further information and advice about this you can ask your social worker as part of a care assessment or review or contact Reading Mencap, who are commissioned by the Council to help with information and advice for people with existing or emerging social care needs.

Reading Mencap can be contacted by calling **0118 966 2518** or email **[office@readingmencap.org.uk](mailto:office@readingmencap.org.uk)**

# Examples of local services



## Performing Arts

A day time user-led, arts activities project for people with learning disability with a variety of creative and performing arts activities run by the project members themselves, who also make all the decisions regarding programming, help to manage and deliver some activities themselves and do the marketing work.



## Activities Project

A day-time 'Activities Project' which is a member led service where members chose and plan their own activities including offsite activities, which are accessed using the club's own minibus. All activities are free to club members and include, arts and crafts, Zumba, yoga, tennis, indoor climbing, basketball, bowling, tag rugby, swimming, canoeing, drumming, singing, drama and cooking. Club members can also take an ASDAN course if they wish.



## Horticulture

A Therapeutic Gardening Project offers horticultural therapy sessions for two days a week on Mondays and Tuesdays in its beautiful and tranquil gardens, sited near Reading University. The Project is aiming to offer further days soon.

# 11. Volunteering

Volunteering can help your young person's personal development. It can provide a chance to meet new people, learn new skills and gain life and work experience. Reading Voluntary Action is a good place to start to find out more about volunteering. They can be contacted on 0118 937 2273, or by emailing [hello@rva.org.uk](mailto:hello@rva.org.uk) or visit their website at [www.rgneeds.me](http://www.rgneeds.me)



## 12. Support for carers



Carers look after family, partners or friends in need of help because they are ill, frail or have a disability. The care they provide is unpaid and may include:

- Personal care, such as helping with washing and dressing.
- Help with eating or taking medicines.
- Getting about in the home or outside.
- Emotional support.
- Helping to manage finances.

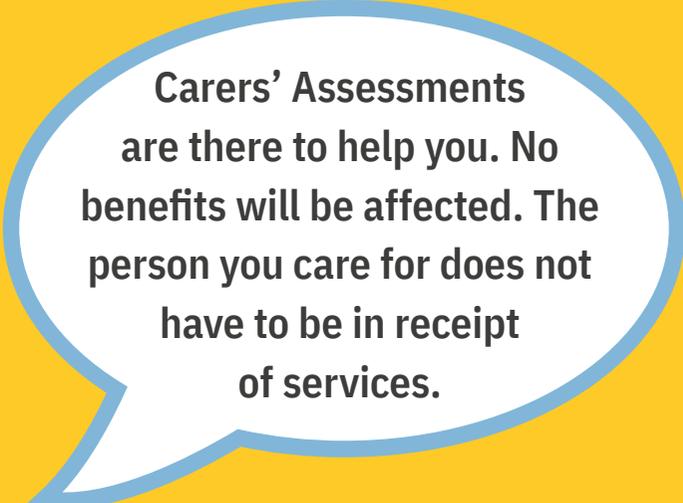
Carers need help, support and back up and this is clearly recognised in the Care Act 2014.

# Carers' Assessments

Once your young person turns 18, you continue to be entitled to a Carer's Assessment. Previously this may have been included with your young person's assessment when family dynamics were considered. It is your choice whether you have an independent Carer's Assessment. It can be a positive step in helping you to recognise yourself in the role as a carer and consider how this may affect your own life and personal wellbeing.

If there are other children in the family who help in any way with providing care, there is support available to them. Children under 18 years of age who provide care are called young carers. Young carers must be offered an assessment to see what support they need although they do not have to have an assessment if they do not want to.

There are many different ways for carers to get a break from caring.



**Carers' Assessments are there to help you. No benefits will be affected. The person you care for does not have to be in receipt of services.**

For more information or to request a Carer's Assessment call the Reading Council Contact Centre on **0118 937 3747**.

**The Carers' Hub** can help you complete the Carer's Self-Assessment and give you information and advice. Contact the Carers' Hub on **0118 324 7333** or email [ask@berkshirecarershub.org](mailto:ask@berkshirecarershub.org)

**Carer's Emergency Plan** A carer's emergency (or contingency) plan sets out who needs to be contacted and what needs to be done to ensure the person you care for is safe and properly supported. Ask your social worker about putting together an emergency plan, or speak to the Carers' Hub.

# 13. Adult Social Care

If your young person had services as a child, they will be referred to the Locality Team by their social worker or occupational therapist in children's services when they are 17.

Your young person's care and support needs will be assessed by a professional in adult social care. This could be an occupational therapist, care coordinator or a social worker.

The worker from adults social care will ask your young person about the things they like to do, what they are good at and what they need some help with. They will talk to your young person about they want to do now and in the future. If they are at school or college, the worker will speak to their school or college and ask to see their Education, Health and Care Plan if they have one.

## Care Act Advocate

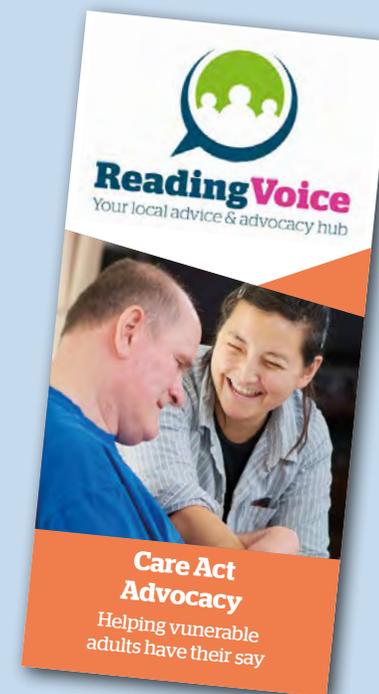
A Care Act advocate is someone who can speak for the person getting a Care Act assessment if they are unable to speak for themselves or there is no other person suitable, willing or able to speak for them.

If your young person would like someone to be with them when they speak to someone from adult social care, they can ask for an advocate to help explain how they feel. This is someone who is independent to the council. Social workers in the council can request advocates for eligible people through Reading Voice.

Reading Voice has an information leaflet about Care Act advocacy:

<http://readingvoice.org.uk/wp-content/uploads/2018/05/Care-Act-leaflet-final.pdf>

You can get more information about eligibility and the advocacy service at [www.readingvoice.org.uk](http://www.readingvoice.org.uk)



## What happens when your young person is referred to Adult Social Care?

Young people can be referred to adult social care if they are likely to have care and support needs after they turn 18.

Your young person will have an assessment, which is an opportunity to talk to someone trained in adult social care about their wellbeing and care and support needs. This is called a Care Act assessment and it can be requested by young people, their families and carers or professionals. This will usually be done before your young person is 18 so that care can transfer from children's to adults services when they turn 18.

You will be told if your young person is eligible for support from adult social care and will be given information and advice. If they are eligible to receive support, we will work with them and you to develop a

care and support plan which will focus on your young person's wellbeing as well as their care needs. You and your young person will have an opportunity to talk about what is important to them and what they want to achieve. We will plan the best way to get the help your young person needs in the way and at time they want it. This may be from local community and voluntary organisations.

Once someone reaches 18 they should, where possible, be supported to manage their own finances. If this is unlikely to be possible, a mental capacity assessment will be completed by adult social care. If the assessment is that the individual cannot manage their finances, an appointee or a person who holds Lasting Power of Attorney on behalf of the individual (usually a parent) will manage finances on their behalf.

## Deputies

The Court of Protection has the power to appoint a deputy to act for someone who lacks mental capacity. The deputy must be someone trustworthy, who has the necessary skills to carry out their duties. It is usually a family member or friend but the Court can appoint an independent professional deputy if this is in the person's best interests.

The Deputy's Office in Reading Borough Council manages the finances of social care clients aged 18 years and over who are unable to do so themselves and if there is no alternative adult that can support the client with their financial affairs.

Referrals to the Deputy's Office are normally made by a social worker following an assessment of need.

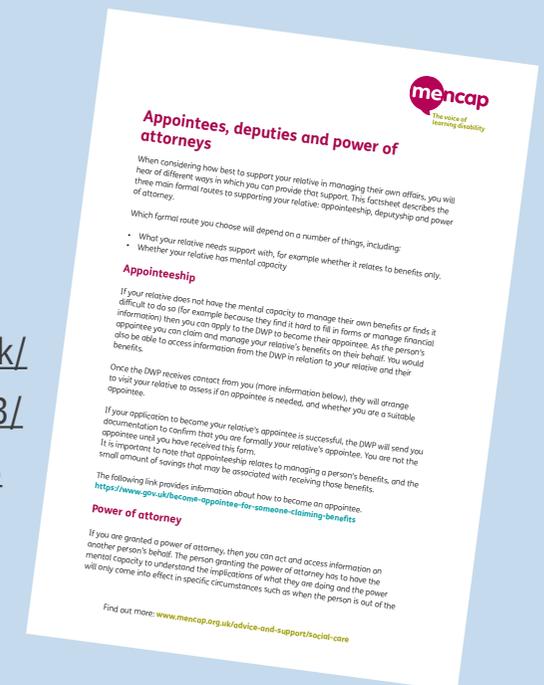
The council is allowed to charge fees for this service and the amount is set by the Court of Protection.

Deputyship does not have to be forever and can be transferred to another Deputy.

The Deputy's Office at Reading Borough Council can be contacted on **0118 937 4609** or **0118 937 4062** or **Deputys.office@reading.gov.uk**

For more information see Mencap's leaflet on Appointees, Deputies and Powers of Attorneys.

<https://www.mencap.org.uk/sites/default/files/2018-03/Appointees%20deputies%20and%20power%20or%20attorneys.pdf>





# Personal budget

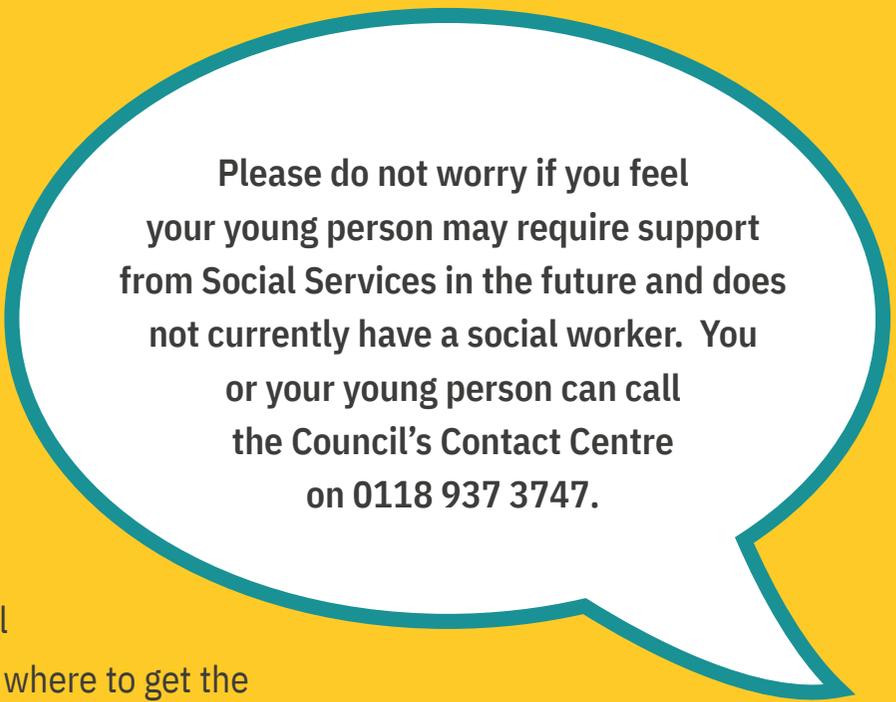
Adult social care will tell you how much money your young person's care will cost. This is called their personal budget. They can ask for the money as a direct payment. Direct payments give people better choice and more control over the support they can get. Or you can ask adult social care to arrange the care for your young person.

Your young person may have to pay towards the cost of their care. They will not be expected to pay more than they can afford. We will tell you more about this right from the beginning and make sure you know where to get the right advice. We can also help you look into claiming any benefits your young person might be able to get too.

For more information see the section on Money Matters.

Your young person may not receive the same support from adult social care that they did from children's services. The care and support plan will reflect their needs and wishes which may be different as an adult.

Ask about these possible changes so that they are fully explained.



**Please do not worry if you feel your young person may require support from Social Services in the future and does not currently have a social worker. You or your young person can call the Council's Contact Centre on 0118 937 3747.**



# 14. Care Leavers

Young people with a disability, who are also looked after by Brighter Futures for Children (BFFC), will have their accommodation and support needs assessed before the young person reaches 16 years and 3 months.

The young person's social worker from BFFC will help them to complete a Pathway Plan which will set out what support the young person will need. The Pathway Plan will be reviewed regularly - at 6 monthly intervals as a minimum, or at every significant change - to reflect changes in circumstances.

A personal leaving care advisor will be appointed for young care leavers and will help them to access the relevant support and services and work with adults' services to ensure a smooth transition.

## Care leavers and accommodation

If a young person is a care leaver, and it is agreed that they are ready to live independently, then they will be placed on the care leavers' queue for local council accommodation at 17, although they will not be able to secure a tenancy until they reach 18. This is to allow for support to be implemented and for plans to be made well in advance of the date they will actually leave care.

# 15. Housing

It is important that young people are encouraged to think about where they might live in the future so that they know what is possible and available. Some young people might want to live with friends, others may want to live alone (with support if needed). If a young person wants to apply to be on the local housing register, this is usually possible from the age of 18. But it can take many years to be offered a home. You can find more information on the Mencap website at:

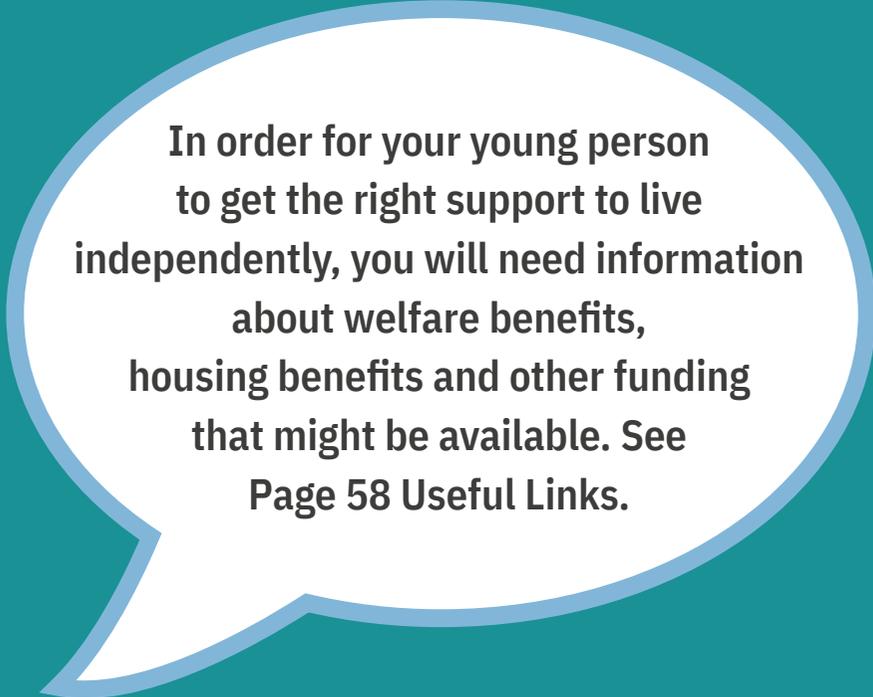
<https://www.mencap.org.uk/advice-and-support/housing/housing-faqs>

## Living independently

Different kinds of housing may be available, including flats, supported living and residential care. To help make the right decision you will need to think of the kind of support your young person may need to live away from home.

Possible housing options are:

- Residential care
- Supported living
- Renting privately
- Renting from a council or housing association
- Buying own home/shared ownership with a housing association



**In order for your young person to get the right support to live independently, you will need information about welfare benefits, housing benefits and other funding that might be available. See Page 58 Useful Links.**

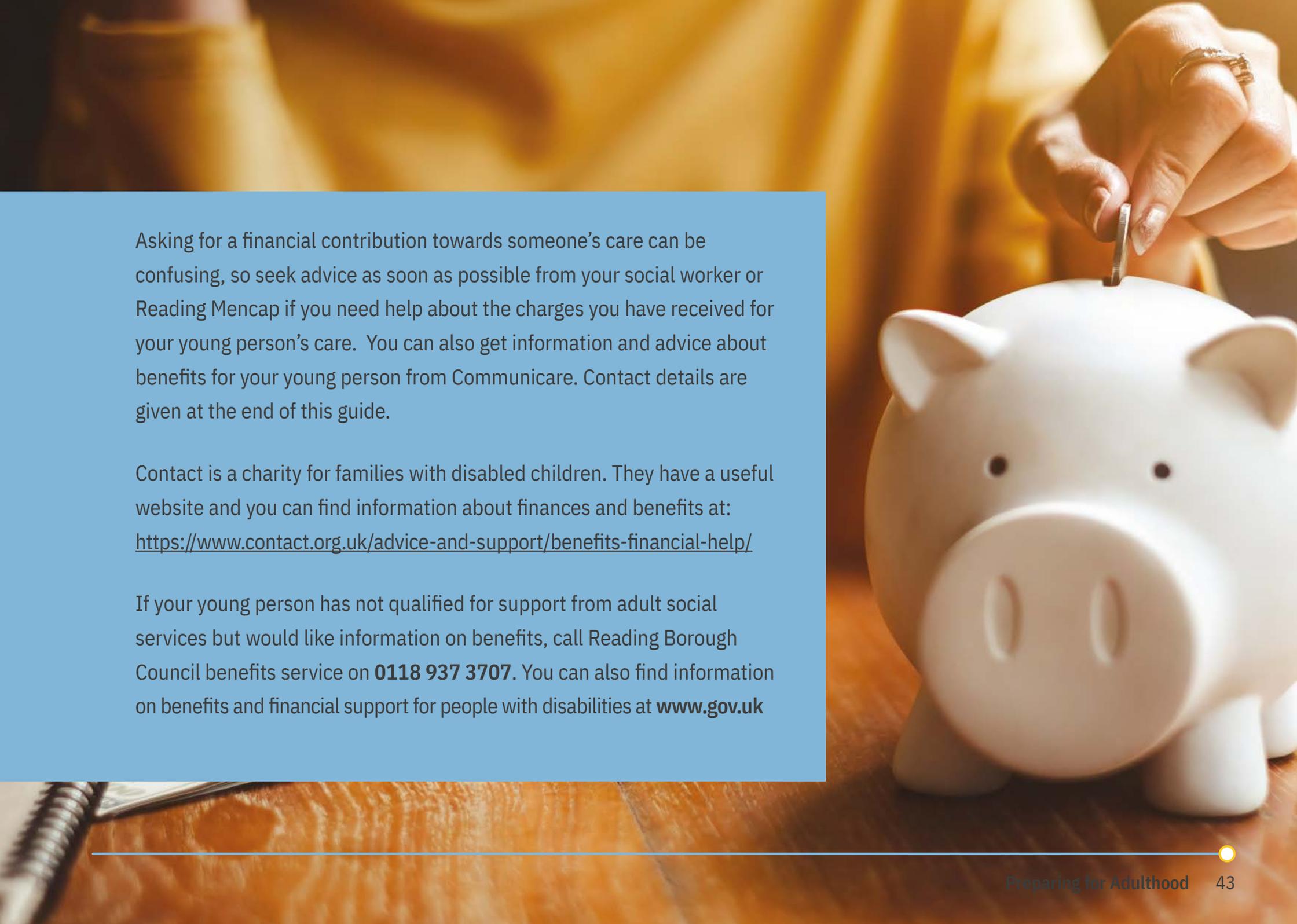
# 16. Money Matters

Financial matters will change when your young person turns 16.

As your young person becomes an adult, you will need to think about various forms of financial support. When your young person turns 16 they can claim benefits in their own right.

Your young person will have a financial assessment when they turn 18. This is a discussion that the council may have with someone to work out how much they can afford to pay towards the care and support they need. It involves looking at income, savings and individual circumstances. This will take place after an assessment of care and support needs has taken place. Depending on someone's situation, they may be asked to contribute towards the costs of their care. For more information about charging for social care services, visit [www.reading.gov.uk/carecharges](http://www.reading.gov.uk/carecharges)

If your young person is not able to manage their money you can request to become their appointee and act on their behalf.

A close-up photograph of a hand with a gold ring inserting a coin into the top of a white ceramic piggy bank. The piggy bank is on a wooden surface. The background is softly blurred, showing a person in a yellow garment.

Asking for a financial contribution towards someone's care can be confusing, so seek advice as soon as possible from your social worker or Reading Mencap if you need help about the charges you have received for your young person's care. You can also get information and advice about benefits for your young person from Communicare. Contact details are given at the end of this guide.

Contact is a charity for families with disabled children. They have a useful website and you can find information about finances and benefits at: <https://www.contact.org.uk/advice-and-support/benefits-financial-help/>

If your young person has not qualified for support from adult social services but would like information on benefits, call Reading Borough Council benefits service on **0118 937 3707**. You can also find information on benefits and financial support for people with disabilities at [www.gov.uk](http://www.gov.uk)

## 16-19 bursary

Some students can apply for a 16-19 bursary fund. This is for learners aged 16-19 in school, training or further education or on unpaid work experience. It is to help with education-related costs.

Students in the following groups may receive a bursary:

- Young people in care
- Care leavers
- Young people claiming income support in their own name
- Disabled young people who receive both Employment Support Allowance and Disability Living Allowance or Personal Independence Payment (PIP) in their own name.

Ask the school, college, or training provider about this bursary or visit the government website:

[www.gov.uk/1619-bursary-fund](http://www.gov.uk/1619-bursary-fund)

## Disabled Students' Allowance (Higher Education)

If your young person has a disability and is entering higher education, they may be entitled to extra financial help towards the costs of:

- Specialist equipment
- Non-medical helpers
- Extra travel costs
- Other extra course-related costs due to their disability.

# Employment and Support Allowance

From the age of 16, young people can claim Employment and Support Allowance, even if they are still in education. However, this may affect some benefits that are paid to you as the parent/carer.

A Mental Capacity Assessment may also be undertaken to identify how best to support a young person in managing their finances.

# Continuing Healthcare Funding

Continuing Healthcare Funding (CHC) is funding available from the local Clinical Commissioning Group. This is the organisation (part of the National Health Service) that looks after all healthcare services and the money needed to run them.

If your young person has significant health needs, they will be entitled to have a Continuing Healthcare checklist which will be completed by a professional who has the relevant training. This checklist will indicate whether your young person can go ahead with a full Continuing Healthcare assessment.

The outcome of the assessment will decide whether they are eligible for Continuing Healthcare. If they are eligible this means Health will pay for all of their care. Their needs will be reassessed on a regular basis.

For more information about CHC funding please see [www.nhs.uk/conditions/social-care-and-support-guide/money-work-and-benefits/nhs-continuing-healthcare/](http://www.nhs.uk/conditions/social-care-and-support-guide/money-work-and-benefits/nhs-continuing-healthcare/)

# Personal health budget

Once you are deemed eligible for CHC, one of the options available is a Personal Health Budget. This is an amount of money to support your health and wellbeing needs, which is planned and agreed between you (or someone who represents you), and your local NHS team. It is not new money, but it may mean spending money differently so that you can get the care that you need.

[www.nhs.uk/using-the-nhs/help-with-health-costs/what-is-a-personal-health-budget/](http://www.nhs.uk/using-the-nhs/help-with-health-costs/what-is-a-personal-health-budget/)



# 17. Health support

In health care, the word 'transition' is used to describe the planning, preparing and moving on from children's health care to adult health care. It should be a gradual process and gives everyone time to talk about what health care your young person will need as an adult, choose which adult hospital or services are best for them and make sure they are ready for the move. Adult health care is delivered in a different way to children's health care but health care professionals endeavour to support and advise your young person and family as they are moving from one service to the other.

For young people with long-term health conditions, planning for adulthood should start at age 14 but will depend on individual circumstances. The exact timing of the move from children to adolescent or adult health services varies from person to person, but most young people do so between 16 and 19. You can ask the consultant or clinical nurse specialist about when your young person will be making the move.

Find out more about transitions from children's to adult healthcare from these websites:

- [Berkshire Healthcare Foundation Trust](#)
- [Royal Berkshire NHS Foundation Trust](#)

If your young person has had medical support or therapy while they were at school it is helpful if the person who has been working with them can be at the transition meeting. If they cannot attend they should provide the relevant information to be included in the transition plan so that appropriate referrals can be made to adult health services.

Young people will be given a lot more independence where appropriate and will be encouraged to learn about their condition, so that they can be more involved in their care and decision-making.

As young people move into adulthood, during appointments or admissions, doctors, nurses and other staff will spend more time talking to the young person than the parents/carers, although you will still be encouraged to attend the appointments.

If you feel your young person may not be able to make their own decisions after the age of 16, talk to their personal advisor or social worker for advice on Mental Capacity and the role of Deputyship in regard to health matters.

Ask your GP or hospital doctor to explain your young person's treatment/ medicines to you and to them.

Where possible your young person should be encouraged to prepare for adult care and there are tips below of how you can support this:

- Help them learn about their conditions and treatments
- Help them to ask questions at appointments
- Encourage them to take responsibility for their medicines if possible
- Encourage them to make their own appointments if possible
- Help them to store and use useful contact details on their mobile phone
- Find out who to contact in an emergency.

# GP learning disability register

If your young person has a learning disability that should be documented on the GP records and from the age of 14 your young person is entitled to an annual health check. The GP surgery should make reasonable adjustments to enable your young person to access that health check.

You can arrange for your young person to be put on their GP's learning disability register from the age of 14. They will then be invited for a health check every year. The annual health check is an important preventative service and helps your young person to become familiar with visits to their GP at least once a year.

A Health Action Plan should be generated following an annual health check and the GP should give a copy to the young person or their appointee/person with a health LPA (Lasting Power of Attorney). The GP should also ask permission to share important information from the health action plan on to the patient's summary care record. This helps health staff in other services to understand an individual's needs when they are accessing other health services.

# Health Passport

A Health Passport is an important communication tool during the move from childhood to young adulthood and beyond.

It will help the young person start to become more independent in recognising and managing their own health as they move into adulthood.

It includes a section for annual health checks and Health Action Plans to help the person better manage their health. It is for people with learning disabilities, to help get across their feelings, needs, or pain levels – which they might find difficult to describe - during appointments with health professionals. They are available free to people with learning disabilities, aged 14 and up.

Telephone **01494 434448**  
or email **[talkback@talkback-uk.com](mailto:talkback@talkback-uk.com)**

# Community Team for People with a Learning Disability (CTPLD)

The website provides information about the services available from CTPLD and referral processes. Referrals can be made by health and social care professionals as appropriate, as well as family members.

[www.berkshirehealthcare.nhs.uk/our-services/adult-healthcare/learning-disabilities-ctpld/](http://www.berkshirehealthcare.nhs.uk/our-services/adult-healthcare/learning-disabilities-ctpld/)

## Learning Disability Liaison Nurse at Royal Berkshire NHS Foundation Trust (CTPLD)

At the Royal Berkshire Hospital there is a Learning Disability Liaison Nurse who will support and advise out-patients and in-patients who have a learning disability along with their families and carers about anything related to accessing services within the hospital and facilitating reasonable adjustments. Reasonable adjustments include parents / siblings or others being able to stay with the individual who has a learning disability when they are in hospital. Young people are either admitted to adult wards once they have completed GCSEs (or equivalent) or if they have a learning disability, after the age of 18. This applies to accident and emergency as well although the young person with a learning disability may be seen in adult accident and emergency between 16 and 18 depending on the nature of their medical condition.

## Child and Adolescent Mental Health Service (CAMHS)

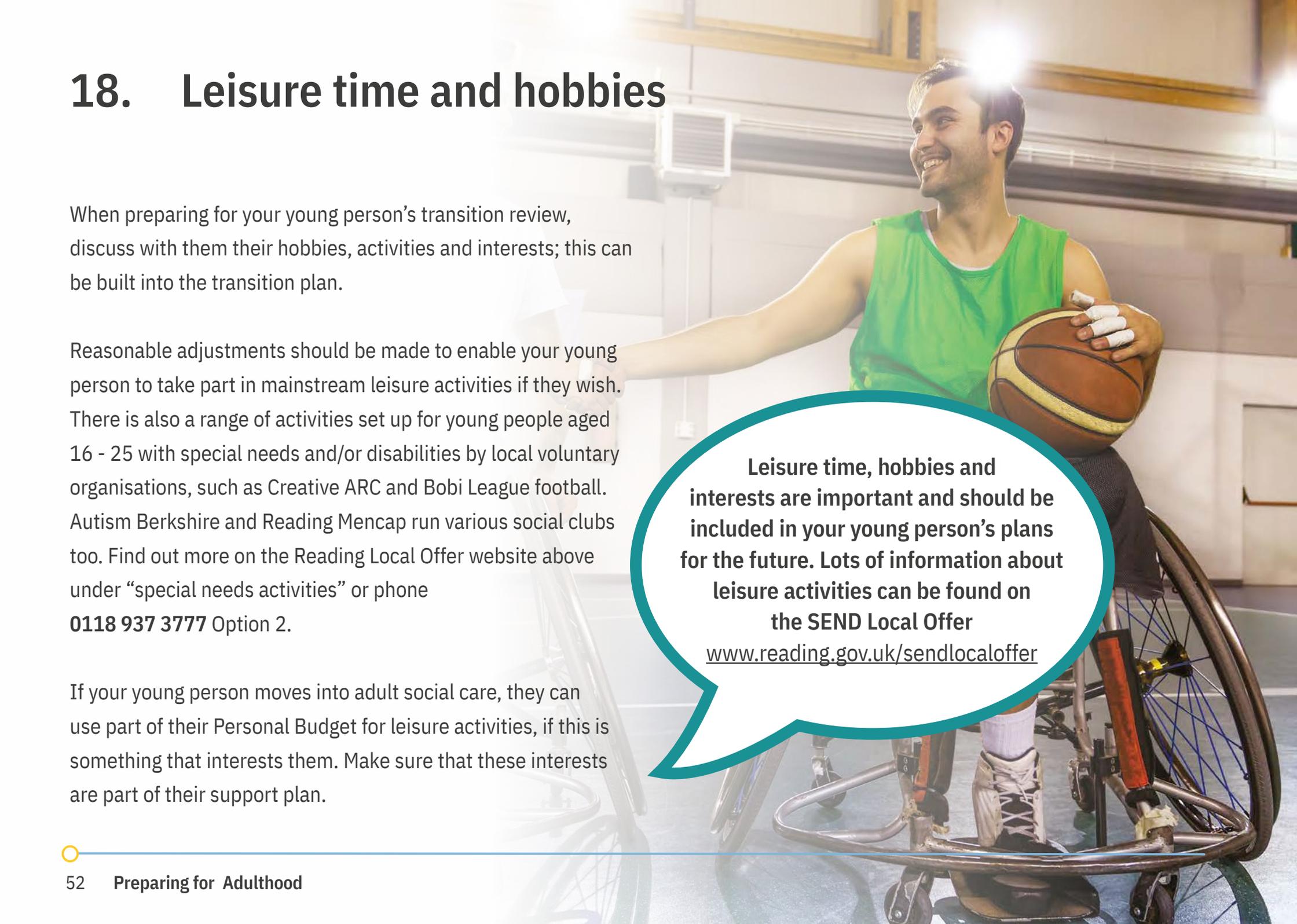
If your young person meets the criteria for Community Mental Health Team (CMHT) they should be offered a joint appointment with their CAMHS team and a mental health professional from adult services at the age of around 17 and a half.

## 18. Leisure time and hobbies

When preparing for your young person's transition review, discuss with them their hobbies, activities and interests; this can be built into the transition plan.

Reasonable adjustments should be made to enable your young person to take part in mainstream leisure activities if they wish. There is also a range of activities set up for young people aged 16 - 25 with special needs and/or disabilities by local voluntary organisations, such as Creative ARC and Bobi League football. Autism Berkshire and Reading Mencap run various social clubs too. Find out more on the Reading Local Offer website above under "special needs activities" or phone **0118 937 3777** Option 2.

If your young person moves into adult social care, they can use part of their Personal Budget for leisure activities, if this is something that interests them. Make sure that these interests are part of their support plan.



**Leisure time, hobbies and interests are important and should be included in your young person's plans for the future. Lots of information about leisure activities can be found on the SEND Local Offer**

**[www.reading.gov.uk/sendlocaloffer](http://www.reading.gov.uk/sendlocaloffer)**

# 19. Wills and Trusts

Planning for a child's financial future is often a big concern for parents and it is a good idea to find out information about wills and setting up Trusts.

Royal Mencap has an information booklet about Wills and Trusts: [www.mencap.org.uk/advice-and-support/wills-and-trusts-service](http://www.mencap.org.uk/advice-and-support/wills-and-trusts-service)



# 20. Complaints

Your feedback is important to both Brighter Futures for Children and Reading Borough Council. We would like you to tell us when you are pleased with the services provided by us. We also need to know when things could be improved, so that we can make improvements.

If you are unhappy with the way you have been treated by a member of staff or the service you receive, please let us know as soon as possible - you can talk to your social worker or their manager or you can call the Customer Relations Team, which handles compliments and complaints for both organisations.

Contact the Customer Relations Team:

Freepost RTLS-CKGX-RKLL,  
Customer Relations Team,  
Civic Offices, Bridge Street,  
Reading RG1 2LU

Tel: **0118 937 2905**

Email: **[socialcare.complaints@reading.gov.uk](mailto:socialcare.complaints@reading.gov.uk)**

Information about the complaints process within Royal Berkshire NHS Foundation Trust is available at:

<http://www.royalberkshire.nhs.uk/patient-information-leaflets/?AccessLetter=T>

### **HealthWatch Reading**

If you have concerns about social care that Reading Borough Council has provided or funded, HealthWatch Reading can offer free and impartial advice and help with the complaints process.

<https://healthwatchreading.co.uk>

HealthWatch also offers a free NHS complaints advocacy service

<http://healthwatchreading.org.uk/services/our-nhs-complaints-advocacy-service/>

# 21. Where to go for more information

## Reading SEND Local Offer

The Local Offer provides information about local services, support, activities and events for children and young people aged 0 - 25 years who have special educational needs or disabilities.

[www.reading.gov.uk/sendlocaloffer](http://www.reading.gov.uk/sendlocaloffer) or

[www.brighterfuturesforchildren.org/send](http://www.brighterfuturesforchildren.org/send)

If you don't have access to a home computer, the Local Offer can be viewed online at your local library or visit the Civic Offices, Bridge Street, Reading, or call us on **0118 9373777**.

## Reading Services Guide

[www.reading.gov.uk/servicesguide](http://www.reading.gov.uk/servicesguide)



The transitions plan and other materials must be provided in a suitable format. Your young person's social worker should help with this.

## Brighter Futures for Children

Brighter Futures for Children delivers children's services in Reading.

- Visit the website at <https://brighterfuturesforchildren.org>
- Call **0118 937 3641**
- Email [info@BrighterFuturesforChildren.org](mailto:info@BrighterFuturesforChildren.org)

## Adult Social Care

- Call **0118 937 3747**

## Reading Borough Council's Deputy's Office

- Call **0118 937 4609** or **0118 937 4062**
- Email **Deputys.office@reading.gov.uk**

## Reading Families Forum

Reading Families' Forum was created by parents and carers who have children and young adults with disabilities aged 0 - 25. It is an independent charity run by parents and carers who have children and young adults with disabilities. It is part of a wider network of parent forums in England.

For more information, visit the Readings Families' Forum website <http://www.readingfamiliesforum.co.uk/>

Call **07516 185380**

Or email **fran.morgan.rff@gmail**

## Reading Mencap

Reading Mencap is a local charity supporting families of children and adults who have learning disability and autism with LD. We offer clubs, activities, two-day activity services and a Family Support Service of family advisers who give information, advice and advocacy in the home, at meetings and appeals or at our drop-in centre.

Contact us on **0118 9662518** Monday to Friday 9.30 to 1.30 (answerphone at other times), or via our website: [www.readingmencap.org.uk](http://www.readingmencap.org.uk) or drop in to 21 Alexandra Road, RG1 5PE.

## 22. Useful links

Preparing for Adulthood provides expertise and support to local authorities and their partners to embed preparing for adulthood from the earliest years. The website contains information about paid employment, independent living, housing options, good health, friendships, relationships and community inclusion.

<https://www.preparingforadulthood.org.uk/>

My Adult Still My Child explains things for parents of young people that may not be able to make decisions. It is set up by parent carers and has lots of useful case studies and support.

<http://myadultstillmychild.co.uk/>

### **Autism Berkshire**

[www.autismberkshire.org.uk](http://www.autismberkshire.org.uk) | Tel. 01189 594 594

### **Berkshire College of Agriculture**

[www.bca.ac.uk](http://www.bca.ac.uk) | Tel. 01628 824444

### **Berkshire Healthcare Foundation Trust**

<https://cypf.berkshirehealthcare.nhs.uk/>

### **British Association for Supported Employment**

[www.base-uk.org](http://www.base-uk.org) | Tel. 01204 880733

### **Carers Hub**

<http://berkshirecarershub.org> | Tel. 0118 324 7333

### **Carers UK**

<https://www.carersuk.org/>

### **Citizens Advice Reading**

<http://rcab.org.uk> | Tel. 03444 111 306

### **Community Team for People with a Learning Disability**

<https://www.berkshirehealthcare.nhs.uk/our-services/adult-healthcare/learning-disabilities-ctpld>

Tel. 0118 2077 664

**CommuniCare** offers free advice on a range of different topics including housing and benefits.

<https://www.communicare.org.uk/>

### **Contact for Families with Disabled Children**

<https://www.contact.org.uk> | Tel. 0808 808 3555

### **Continuing Healthcare Funding**

[www.nhs.uk/conditions/social-care-and-support-guide/money-work-and-benefits/nhs-continuing-healthcare/](http://www.nhs.uk/conditions/social-care-and-support-guide/money-work-and-benefits/nhs-continuing-healthcare/)

### **Council for Disabled Children**

<https://councilfordisabledchildren.org.uk/>

### **Department of Work and Pensions**

<https://www.gov.uk/government/organisations/department-for-work-pensions>

### **Disabled Students' Allowance**

<https://www.gov.uk/disabled-students-allowances-dsas>

### **Easy Health**

<http://www.easyhealth.org.uk/>

### **Elevate**

[elevate@brighterfuturesforchildren.org](mailto:elevate@brighterfuturesforchildren.org) | Tel. 0118 937 2204

### **Gatsby Standards**

<http://www.goodcareerguidance.org.uk/>

### **Mencap**

<https://www.mencap.org.uk> | Tel. 0808 808 111

### **National Citizenship Service**

<https://www.ncsyes.co.uk/>

### **Prince's Trust**

[www.princes-trust.org.uk](http://www.princes-trust.org.uk) | Tel. 0800 842 842

**Reading Borough Council** benefits service

0118 937 3707

**Reading College**

<https://www.activatelearning.ac.uk/reading>

Tel. 0800 371 434

**Reading HealthWatch**

<http://healthwatchreading.org.uk> | Tel. 0118 937 2295

**Reading Mencap**

<https://www.readingmencap.org.uk> | Tel: 0118 966 2518

**Reading Voluntary Action**

<http://rva.org.uk> | Tel. 0118 937 2273

**Reading Voice**

[www.readingvoice.org.uk](http://www.readingvoice.org.uk) | Tel. 0118 937 2295.

**Royal Berkshire NHS Foundation Trust**

[www.royalberkshire.nhs.uk](http://www.royalberkshire.nhs.uk) | Tel. 0118 322 5111

**Scope**

<https://www.scope.org.uk/> | Tel. 0808 800 3333

**The Duke of Edinburgh's Award**

<https://www.dofe.org/>

**The Mustard Tree**

<https://themustardtree.org/projects/starting-point/>  
01189 567 000

**UCAS** – Further education, undergraduates, postgraduates and more [www.UCAS.ac.uk/students/wheretostart/disabledstudents](http://www.UCAS.ac.uk/students/wheretostart/disabledstudents)

**Ways into Work**

<http://waysintowork.com/> | Tel. 0300 561 0010

## 22. Glossary

### **Advocacy**

Advocacy means getting support from another person to help someone express their views and wishes. Someone who helps in this way is called an advocate.

### **Adult Social Care**

Reading adult social care and health services include a wide range of services to help adults maintain their independence, maximise their health and wellbeing, be protected in vulnerable situations and play a full part in society. Information and support is provided to adults who have additional needs arising from age, learning, physical or sensory disabilities or long-term physical or mental health

conditions and Autism.

### **Annual Review**

The review of an Education Health and Care Plan which should, as a minimum, be every 12 months.

### **Care Plan**

A record of the health and/or social care services that are being provided to a child or young person to help them manage a disability or health condition. The Plan will be agreed with the young person or their parent and may be contained within a patient's medical record or maintained as a separate document. Care Plans are also maintained by local authorities (or, in Reading, by Brighter Futures for

Children) for children looked after – in this instance the Care Plan will contain a Personal Education Plan in addition to the health and social care elements.

### **Carer's assessment**

If an adult is an unpaid carer for a family member or friend, they have the right to discuss with their local council what their own needs are, separate to the needs of the person they care for. The council uses this information to decide what help it can offer them.

### **Care Act assessment**

The Care Act is a law passed in England in 2014 that sets out what care and

support an adult is entitled to and what local councils have to do. According to the law, councils have to consider a person's wellbeing, assess their needs and help them get independent financial advice on paying for care and support.

### **Care Coordinator**

A care coordinator is someone who looks at the things someone is really good at and the things they may need help with. Care coordinators have lots of experience and can show different services, equipment and places that can help.

### **Child and Adolescent Mental Health Services (CAMHS)**

These services assess and treat children and young people with emotional, behavioural or mental health difficulties. They range from basic pastoral care, such as identifying mental health problems, to specialist 'Tier 4' CAMHS, which provide in-patient care for those who are severely mentally ill.

### **Children & Families Act 2014**

The act is intended to give greater protection to vulnerable children, better support for children whose parents are separating, a new system to help children with special educational needs and disabilities, and help for parents to balance work and family life.

### **Children in Care**

A child may be taken into care because of a care order, and Brighter Futures for Children will share responsibility for making most of the important decisions about your child's upbringing, including: who looks after them, where they live, how they are educated.

### **Deputy's Office**

The Deputy's Office in Reading Borough Council manages the finances of social care clients aged 18 years and over who are unable to do so themselves and if there is no alternative adult that can support the client with their financial affairs.

### **Disabled Students Allowance (DSA)**

An allowance for undergraduate or postgraduate students who have a disability or long-term health condition, mental health condition or specific learning difficulty such as dyslexia or dyspraxia which affects their ability to study. It can be used to pay for things such as special equipment, a note-taker or transport costs.

### **Education, Health and Care plan (EHC plan)**

An EHC plan details the education, health and social care support that is to be provided to a child or young person who has SEN or a disability. It is drawn up by Brighter Futures for Children after

an EHC needs assessment of the child or young person has determined that an EHC plan is necessary, and after consultation with relevant partner agencies.

### **Further education (FE) college**

A college offering continuing education to young people over the compulsory school age of 16. The FE sector in England includes general further education colleges, sixth form colleges, specialist colleges and adult education institutes.

### **Financial assessment**

This is a discussion that the council may have with someone to work out

how much they can afford to pay towards the care and support they need. It involves looking at income, savings and individual circumstances. This will take place after an assessment of care and support needs has taken place. Depending on someone's situation, they may be asked to contribute towards the costs of their care.

### **Independent advocate**

An independent advocate can support someone when they are dealing with difficult issues and help to get the care and support that they need. Independent Advocacy organisations are separate from organisations that provide other types of services, like the council, BFfC or the NHS.

## **Leaving care**

Leaving care means that someone is between 16 – 18 and has previously been in care, but are no longer legally “looked after” by children’s services. Young people in care can stay until they are 18, unless they feel ready to be more independent. If they are in foster care, they can also request a ‘Staying Put Arrangement’ to remain in the foster home after they turn 18. When a young person leaves care, children’s services still have a duty to support them until the age of 21, or 25 if they are in full time education or have a disability. They should receive the support of a personal advisor until they are 25.

## **Leaving Care Team**

The leaving care team in Brighter

Futures for Children has a duty to adequately prepare young people to live independently. The leaving care team work with 18 – 21 year olds, or up to 25 if in higher education, care leavers who require support through exiting the care system and transition to adult services.

## **Local Offer**

Local authorities in England are required to set out in their Local Offer information about provision they expect to be available across education, health and social care for children and young people in their area who have SEN or are disabled, including those who do not have Education, Health and Care (EHC)

plans. Local authorities must consult locally on what provision the Local Offer should contain. In Reading, this is the responsibility of Brighter Futures for Children.

## **Mental Capacity**

‘Mental capacity’ means being able to make your own decisions. Someone lacking capacity, because of an illness or disability such as a mental health problem, dementia or a learning disability, cannot do one or more of the following four things:

- Understand information given to them about a particular decision
- Retain that information long enough to be able to make the decision

- Weigh up the information available to make the decision
- Communicate their decision

### **NHS Continuing Healthcare**

NHS Continuing Healthcare is the name given to a package of care that is arranged and funded solely by the NHS for individuals aged 18 and over who are not in hospital but have complex ongoing healthcare needs. It can be provided in any setting, for example in the home or in a residential care home.

### **Parent**

Under section 576 of the Education Act 1996, the term ‘parent’ includes

any person who is not a parent of the child, but has parental responsibility or who cares for them.

### **Personal Budget**

A Personal Budget is an amount of money identified by the local council to deliver provision set out in an EHC plan where the parent or young person is involved in securing that provision. The funds can be held directly by the parent or young person, or may be held and managed on their behalf by the local council, school, college or other organisation or individual and used to commission the support specified in the EHC plan.

### **Special Educational Needs (SEN)**

A child or young person has SEN if

they have a learning difficulty or disability which calls for special educational provision to be made for him or her. A child of compulsory school age or a young person has a learning difficulty or disability if he or she has a significantly greater difficulty in learning than the majority of others of the same age, or has a disability which prevents or hinders him or her from making use of educational facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post-16 institutions

### **Special school**

A school which is specifically organised to make special educational provision for pupils with SEN. Different special

schools will cater for different types of special educational needs and/or disability.

### **Social Worker**

A social worker is a professional who looks at all the things someone can do and asks what they may need help with, in terms of social and other types of care and support. They have to follow the law made by Parliament and make sure everyone is treated fairly.

### **Transitions**

Children transition to young adults and, in turn to adults. There are many moves in a child and young person's life, for example, home to nursery, nursery to primary school. A major move is the process by which young people with

health or social care needs move from children's services to adult services. This is sometimes called transition.

It should be carefully planned, so that there are no gaps in the care young people receive. Young people and their families should be fully involved in the planning process.

### **Occupational Therapist**

An occupational therapist is a professional who looks at how someone moves and completes day to day tasks. They can help someone be more independent by looking at equipment and computer technology.

### **Young person**

A person over compulsory school age

(the end of the academic year in which they turn 16). From this point, the right to make decisions about matters covered by the Children and Families Act 2014 applies to the young person directly, rather than to their parents or carers.