

**CARE LEAVER SERVICE ACTION PLAN**

**2022-2023**

1 b	To evaluate the use of the Hub	Establish a user group of young people and partners to review the effective use of the hub and identify development.	28 <sup>th</sup> February 2022 Monthly meetings thereafter	LD, TS
1c	Identify next Hub location and progress to an opening.	Use feedback from usage to inform future need. Make a request for a venue.	30 <sup>th</sup> August 2022	JH
2a	Pathway plan assessment document to be reviewed.	TS,LD and LB to meet to review the document from Darlington  Meet with A.GS re the option for LL to support the document	1/2/2022  11/2/2022  To be in place APRIL 2022	LD,TS &LB  TS&LD
2b	All staff to be trained in pathway plan assessment / SOS  All documents to be written in a way that is aimed at the young person, strength based and ambitious	Development day to focus on staff's training needs  All staff to have done SOS training and network/mobility mapping Further training to be completed around assessing  Training offer to be developed for YPA's	11/2/2022  6 months (July 2022)  6 months (July 2022)  April 2022	HO, TS, LD, ES
2c	Risk Assessment document to support post 18 work to be developed in partnership with adult services.	New document to be designed and implemented within LL.  Staff to be trained in risk assessment	3 months April 2022	Service Manager HO, TJ
3	Transfer protocol – -how YPA's will be allocated, -what age they will be allocated - Transfer process/ handover at 18	-Monthly allocation meeting to look at young people who are 17 -In tray needed for cases transferring at 18	3 months April 2022	TS,LD,LB

4	Monitoring tray to be deleted from LL	<ul style="list-style-type: none"> <li>- TS and LD to review cases in the in tray and close the cases that do not require a service and allocate the cases where a service is needed.</li> <li>- Service Manager Develop a process with systems and first contact for re referrals</li> </ul>	<p>3 Months (April 2022)</p> <p>Meeting to be arranged with systems in 3 months (April 2022)</p>	Service manager LD, TS
5	New name for the service	<p>Meet with young people and staff on the development day to come up with 4 options</p> <p>Meet with IIC to give the 4 options for them choose</p> <p>Write out to everybody once decision is made to launch the new service.</p>	<p>11/2/2022- new name options</p> <p>Within 1 month to go to next IIC meeting. (March 2022)</p> <p>Within 1 month to launch (April 2022)</p>	All of care leaver service and IIC
6	Consent base for work post 18 to be reviewed.	Consent forms to be completed for all 18+ cases that also needs to include consent to contact Jobcentre	31.03.2022	SWC TL/Lead YPA
7	Home starter packs - every young person to receive a home hamper from the YPS when they move into their new home	Link in with VCS and welfare assist for funding	28 <sup>th</sup> Feb 2022	LD&TS
8	Summer celebration event to be arranged for all care leavers	Young person's group to be established to lead on this supported by YPA's and managers.	To be in place and event arranged for July 2022	Group of Young People and YPA's to be established
9	CLASP panel to continue each month (multi agency meeting to include care leaving team, LB Accommodation and support co Ordinator , JB Supported lodgings, DR Housing)	<p>All care leavers accommodation to be reviewed, RAG rated and where young people are at risk of homelessness management scrutiny of plans.</p> <p>To be recorded on LL</p>	Monthly	JH/Service manager
10	EET /NEET panel	<p>All care leavers E,T,E to be reviewed, RAG rated and where young people are at risk of homelessness management scrutiny of plans.</p> <p>To be recorded on LL</p>	Monthly	JH/Service manager

11	MASH panel to be set up (Multi agency meeting to review all high risk cases, to include police, Harbour, humankind, housing, FF, to be added to)	Monthly meetings to be set for YPA' to present high risk cases for a panel to have oversight and scrutiny off  Threshold criteria to be developed	April 2022	JH/Service manager
12	Financial procedures to be reviewed	SUHA needs to be reviewed. University payments needs to be reviewed.	September 2022	Service manager JH
13	Staff profiles	Develop a profile for each staff member and team manager that can be given to a young person by their SW to introduce their YPA and the care leaving service	11 <sup>th</sup> Feb 2022 staff to write up profiles 11 <sup>th</sup> March 2022 for profiles to be written into a document that can be shared .	All of the service