

The Service Specification

1. Definition of Service Areas

- 1.1. **Semi Independence/Group Living:** Service offering a group living communal environment with staff on site to deliver programmes of support, dependant on individual needs, to enable young people to progress towards living in their own accommodation.
- 1.2. **Floating Support with Accommodation:** Community based accommodation services with floating resettlement support, sourced within the private rental market and supported by one to one staffing of varying levels, to achieve the aim of the young person moving to independence
- 1.3. **Floating Support:** Community based services providing floating/resettlement support to enable young people to live semi independently in their own accommodation

2. Service Delivery

2.1. Aims of the Service

- 2.2. To offer a Leaving Care/Independent Living Service for looked after young people where they can be supported to acquire necessary skills in preparation for living independently, experiment safely with their increasing freedom and develop responsibilities associated with adulthood, whilst still having the appropriate level of support from an appropriately experienced and qualified staff team. The service will enable young people, via the support delivered, to move on from a permanent, full time care setting and increase the likelihood of them maintaining future accommodation resources.
- 2.3. Arrangements for the placement of young people and the recruitment, approval, supervision and review carers/support workers supplied by the Provider will conform to any regulations and any other legislation that is applicable during the life of the placement.
- 2.4. The Provider will act in accordance with the guidance contained in "Working Together to Safeguard Children" (Department for Education 2013) and adhere to the child protection procedures of the Local Safeguarding Children Board.
- 2.5. The provider will comply with all legislation that is relevant to the operation of its business as specified in the terms and conditions of this contract.
- 2.6. In operating its service the provider will be expected to meet the Minimum Standards for Leaving Care defined in this Contract. Where deficiencies are identified, either by the Provider themselves or following an inspection by another Local Authority or Regulatory Body, the Provider will notify the Purchaser immediately and take measures to rectify these without delay.
- 2.7. In carrying out its functions the provider will adhere to the principles contained in the Children Act 1989.
- 2.8. The Provider and the Purchaser will work together in order to achieve positive outcomes for the young people placed in line with their assessed needs.
- 2.9. Both parties have a shared responsibility for ensuring that the wishes and feelings of the young person are taken into account.

3. Values and Beliefs

3.1. The standards set out in this specification are a **minimum** requirement and the Provider must reflect and promote the following principles which place young people at the centre of service provision:

- **Welfare** - the welfare of the young person is paramount. This is the foremost principle and supersedes all others and everyone involved in ensuring and promoting the young person's welfare should consult, co-operate and co-ordinate their activities to achieve the best results for the young person. In implementing these principles consideration must always be given to the Young Person's level of understanding – it is further expected that in delivering the Service, the Young Persons privacy must be respected at all times.
- **Partnership** - in all circumstances, no matter how difficult, organisations, agencies or individuals working with the young person, should strive to work in partnership with the young person, the parent(s), significant others (s) and other agencies.
- **Accountability** - the young person(s), parents and others of significance should be advised about and given explanations of the powers, duties and responsibilities of all those involved in looking after the young person and any action which may need to be taken.

3.2. In addition, the service delivered by the Provider will enhance the overall life chances of young people by meeting the five key objectives outlined below:

4. General Description of the Service

4.1. Promoting Health and Well Being

- Ensure and work to enable young person's individual development in relation to emotional resilience.
- Assist in promoting the young person's self-esteem and sense of worth
- Encourage the young person in increasing social skills, problem solving skills, behaviour management, communications skills and self-care skills

4.2. Staying Safe

- The living environment should meet appropriate health and safety legislation paying particular attention to the issue of fire safety and carbon monoxide safety.
- By use of the agency's knowledge of local specialist services, for example substance misuse/CAMHS and all other relevant services, support will be offered to the young person to positively engage with them.
- To provide support and guidance to the individual young person in relation to their potential vulnerability and with special regard to issues around living in a safe community.
- To develop pro-social behaviour

4.3. Relationships

- To provide support and guidance to the individual young person in relation to the development and maintenance of friends, family and work/education relationships

- To develop positive peer group relations and appropriate relationships with authority figures

4.4. Identity

- To provide support and guidance to the individual young person in relation to their sense of identity to promote emotional well-being
- The young person's religion, racial origin, culture, sexuality and language should be considered at all stages of planning
- Promote the maintenance of contact with the young person's family and others in line with the Pathway Plan/Local Authority agreement

4.5. Enjoy and Achieve

- Ensure a positive proactive approach is taken to the young person's educational placement, training or employment

4.6. Promoting Participation

- The young person's opinion must be listened to and any decisions should take account of their wishes and feelings
- Young people are involved in the recruitment process for staff
- Ensures that the young person is treated as an individual through participation in planning and review procedures, through provision of a flexible Service, balancing individual needs within a wider community setting
- Consultation - before any decision is made which would affect the young person, they, as well as their parent(s) and other people of significance to them should be consulted
- Participation - the young person(s), parent(s) carer(s) and significant others should be given the opportunity to participate actively in the decision-making process as appropriate.
- Promote participation of all young people within future service development.

4.7. Promoting Independence

- The provider will ensure a positive proactive approach is taken to the young person's educational placement, training or employment
- A key theme within the day to day operation of the Provider will be to offer direct support to the young person in relation to financial budget management. This support by its nature will have to be specifically tailored to each individual and could for example cover assisted shopping trips/information about financial management and budgeting for household bills/grant applications
- The Provider will ensure the young person has access to guidance and support with job applications i.e. CVs, completing application forms and understanding interview techniques
- The Provider will support the young person to develop positive peer group relations and appropriate relationships with authority figures.

- The Provider will support the young person to reduce offending behaviour.
- The young person will be supported to have an increased awareness of local community based recreational and leisure facilities.
- Young people will be supported to utilise spare time in a constructive manner.
- Young people will be supported to develop a sense of responsibility and consequence for socially acceptable and unacceptable behaviour.
- Young people will be supported to increase their social, problem-solving and communication skills.
- Young people will be supported to have a greater understanding and ability to live amiably in the local community

5. Eligibility Criteria

- 5.1. Young people eligible for the Service will predominantly be between the ages of 16 to 18 years, who are or who have been looked after by the Local Authority and who are not yet ready or able to live fully independently. Referral to the service will be made by the appropriate Local Authority Social Work Team as either a planned or emergency request. It will be the Providers responsibility to undertake a risk assessment as part of the Referral Process.
- 5.2. Providers who accept referrals in an emergency must have established processes within the organisation to accept such placements without detriment to the young person referred or to young people previously placed with the service.

6. Service Requirements and Provider Responsibilities

- 6.1. Reporting & Reviewing Responsibility - The Provider will contribute information and opinion to LAC Reviews, Pathway Plans & Pathway Plan Review Processes, including the completion of any appropriate Local Authority documentation. This includes attending professional meetings as requested/required. Reporting & reviewing responsibilities may include:
 - The Provider will provide periodic updates to include as a minimum: Information relating to contact arrangements; accommodation availability; financial breakdowns; uptake of education, employment and training placements.
 - Preparation of reports for meetings and reviews
 - An end of placement report
 - Information about placement stability.
 - Accommodation the person is accessing at the end of the service.
 - Evidence of consultation with young people
 - Issues of Complaint and development of Service as a result of the findings.
 - The Provider will ensure that any documents about the young person or his/her family are kept in a secure place, and that any information given in confidence is not disclosed to

any person without the consent of the Purchaser. At the end of the placement all documents will be returned to the Local Authority.

6.2. Personal & Social Development of Young People

6.3. Provide appropriate opportunities for each young person to enhance their personal and social development. This will include enabling young people to develop decision-making skills and opportunities to engage in leisure activities, hobbies and sport. In the case of young people who have left school it will also include encouragement and support to obtain or sustain employment or further education/training.

- The Provider will support the young person to acquire practical, daily life knowledge and skills such as:
 - Managing in a community setting and building on understanding of citizenship
 - Expectations.
 - Accessing universal support services e.g. Career services, Youth Service etc.
 - Responsibility for their own personal hygiene
 - How to launder and take care of their clothes
 - How to undertake day-to-day domestic chores e.g. household cleaning
 - How to undertake minor maintenance tasks in line with health and safety requirements.
 - How to manage finances and develop budgetary skills
 - Developing skills which will allow them to prepare and cook their own meals, giving a balanced and healthy diet
 - Acquire day to day shopping skills including budgeting.
 - Developing skills and understanding of how to manage unexpected events for example plumbing and utility disruption.
 - Exercise choice in relation to clothes and personal requisites
 - How to maintain good health and welfare including the emotional aspects of living independently.
 - How to obtain knowledge about and access to health services
 - How to seek/claim benefits, grants and allowances appropriate to the Young
 - Person's personal circumstances
 - Advice, support and assistance to personalise the's living space
 - Support and assistance to access local leisure/social activities.

6.4. Contact and Communication

6.5. The Provider shall be contactable to the young person at all times. During 'Out of Hours' times the Provider will operate a 24-hour 'On Call' system. In the event of an emergency/crisis situation the Provider will assess the urgency of the situation and determine an appropriate response. This could mean for example further telephone support/physical meeting with the young person and/or referral to the Local Authority Emergency Duty Team and/or contact with the police. The Provider will also allow representatives of the Local Authority access to any young person placed upon request, Cooperate with and allow a person authorised by the LA to conduct an interview and visit the Service setting at any reasonable time.

The Provider will notify the Local Authority of:

- Any intended change of address
- If there is a change in the composition of the placement.

6.6. **Practical Help & Support to the Young Person**

6.7. The following practical help should also be offered to the young person accessing the service:

- During the period the young person is accessing the service, they may receive their financial support, including financial maintenance, from the Provider or Local Authority. The Provider will keep accounts of all monies paid to the young person, including information relating to the reason for payment. The Provider will make these accounts available to Local Authority on request.
- The Provider shall assist the young person in managing his/her financial affairs with the intention that the young person shall be able to manage his/her finances without assistance at the conclusion of the Service. A breakdown of monies payable to the young person should be listed in the Individual Service Agreement.

6.8. During periods of support, the Provider shall offer help and guidance to the young person as necessary to ensure the development of the skills necessary for the young person to be able to live independently. The issues to be addressed should include, as a minimum: -

- Identifying education and training opportunities
- Identifying employment opportunities and CV service
- Use of office services for postage, calls to prospective employers etc
- General health and safety aspects
- Life skill information
- Help with completion of forms (TV Licence, Job Seekers Allowance etc)
- Help with NI and Birth Certificate
- Personal development and networking

6.9. **Health of Young Person Accessing the Service**

In relation to the good health of the Young Person accessing the individual Service:

- The Provider will ensure early identification and appropriate action in the event of the young person's ill health and support the young person to access treatment liaising where appropriate with the Local Authority and those having Parental Responsibility.
- Young people, according to their level of understanding, must be consulted and their consent sought for medical examination and treatment.
- Young person's parents and significant others shall where possible, be engaged by the Provider, in promoting their health needs.
- The Provider shall keep a record of the young person's health, treatment, medication and development.
- Vaccination, immunisation and screening for vision and hearing shall be undertaken in accordance with medical advice and subject to permission of those with parental responsibility where appropriate.

- Where feasible, the young person shall continue to be registered with their family GP. Where this is not possible, they shall be permanently registered with a local GP of their choice.
- The Provider shall work with the young person to access regular dental check-ups and any associated treatment required. Records of these should be maintained.
- Staff must discourage the young person from engaging in substance abuse, smoking and drinking.
- The young person should have access to information about personal relationships and sexual health commensurate with their level of understanding.
- The Provider must implement a policy in respect of smoking and the consumption of alcohol, which prohibits smoking and the consumption of alcohol in the presence of young persons.
- The Provider must make available health information covering issues such as smoking, sexual behaviour, birth control, alcohol, substance abuse, sexually transmitted diseases, HIV/AIDS and hygiene.
- The Provider must make available information about the threat and/or the dangers of sexual exploitation for both males and females.

6.10. **Behaviour Management**

6.11. The Provider must make available its written policies on behaviour management. This must make explicit what are permitted and prohibited measures for the Service, including restraint and physical contact. The Provider must not employ any measure prohibited under regulation 8 of the Young Person's Homes Regulations, 1991.

6.12. The policy must be commensurate with the Providers stated philosophy and young person care model, as well as the Department of Health's publication the Children Act 1989:

- Guidance and Regulations - Volume, Four Residential Care.
- Staff must be fully aware of these policies and how to apply them in practice.
- Permitted and prohibited measures must be made explicit. This includes circumstances in which restraint and physical contact may be reasonably used and the principles, which guide staff behaviour in this area of service.
- The measures employed by the Provider must recognise the importance of rewarding young persons for the achievement of acceptable behaviour and not reactions to misbehaviour.
- Young persons whose conduct is unacceptable shall be dealt with in accordance with positive disciplinary measures approved by the Purchaser.
- Young persons and staff should meet regularly to discuss conduct and control in the service.
- Staff shall share a common understanding of how conflict is to be dealt with and how to anticipate and deal with aggression, violence and self-harm.

- Where sanctions are necessary they must be relevant, reasonable and carried out as contemporaneously as possible.
- The Provider must ensure that staff are able to distinguish between interventions which may involve temporary restriction of liberty and physical restraint which may be reasonable in the circumstances of a particular incident, and the regular use of such measures as part of a regime which would not be permissible.
- The use of permitted disciplinary measures must be clearly recorded by the provider in a dedicated log-book and systematically monitored by Service Manager(s). There should be a separate log for any physical intervention

6.13. Keeping young people safe from sexual exploitation

The Provider ensures:

Admission

- At the point of referral and at the start of placement they are actively screening for indicators and/or risks of sexual exploitation. This will include taking into account any history of going missing from home.
- They always use approved screening tools as set out in locally agreed protocols, this includes Pan-Cheshire, Phoenix and Merseyside protocols or any subsequent documents.
- An admissions process which recognises the risks that young people who are / potentially are, at risk of sexual exploitation can pose to each other and matches admissions accordingly.
- Where they are securing accommodation on a bespoke basis for young people, they must take into account the risk of sexual exploitation within the local community when identifying and securing accommodation. Any assessment must involve utilising links to other agencies including police, local authority and specialist CSE teams.

Training

- Keeping young people safe from sexual exploitation is included in the induction of all staff working with young people.
- All staff will be aware of their responsibility towards, and have training in, keeping young people safe from sexual exploitation. This training will include (but not limited to) their role responsibilities towards and supporting: identification of risk, risk factors, presenting behaviours, the risk of going missing, supporting disclosure, E-safety, social media, and their key role in information gathering/observation.
- There is a sexual exploitation lead within each service. This person leads on ensuring robust risk management plans are in place, local protocols (Phoenix / Merseyside / Pan-Cheshire) are embedded, offers peer support, training, updates on current practice, leads on linking into local support services and maintaining the services awareness of support services, both universal and specialist.

Working Together

- All staff working with young people are aware of local support services including health, available for young people at risk of sexual exploitation. This will include specialist and universal services. Staff will be aware of the pathways for referral.
- Staff are alert to the links between missing from home and sexual exploitation.
- All staff working with young people are aware of how to escalate concerns.
- There is an active link to the local police force and any local specialist police CSE teams. This link will facilitate information sharing on risk to specific young people and the local knowledge of areas of risk within the community both to and from the service.
- All staff working with young people, in conjunction with other professionals to understand their role and responsibility for intelligence gathering in conjunction with other professionals.
- The Provider works with young people to ensure they are aware of the need for sharing some of their personal information to help keep safe in partnership with other professionals.

Policies and Processes

- Risk assessments and absconding/missing plans are live working documents. They are frequently updated and reviewed to reflect changes in young people's circumstances and adjusted in accordance with levels of risk. They are informed by local intelligence identifying current risk factors and activity hotspots.
- The provider will access local and national resources including missing protocols, national CSE working group information and local safeguarding board resources.
- Promote a nurturing environment where young people feel safe to disclose and staff are able to facilitate disclosure and support young people post disclosure.
- E-safety policy includes the risks of sexual exploitation being facilitated through smartphones, gaming devices, social media and other communication.
- There is a clear policy on staff conduct on social media which explicitly addresses the limits to interaction with service users and their family.

7. Location and Frequency of Service

As appropriate to the category of Service and agreed through the Individual Service Agreement for the young person.

8. Performance Management Arrangements & Criteria

- 8.1. The Provider shall ensure that the information, records and documentation necessary to effectively monitor the performance of the Agreement are accurately maintained at all times and that their validity is checked at regular intervals. The Provider shall grant the Authority or its representative(s) access to the relevant information and facilities utilised, or provide the requested information to enable the service to be effectively monitored. The Provider shall also ensure the provision of information to the Authority to enable the Authority to meet its statutory obligations.

8.2. The Provider will submit regular progress reports, on a Quarterly basis to the Purchasers and will also collect the following monitoring information:

Quantitative

- Numbers of young people referred by age, gender and ethnicity.
- Numbers of young people referred to other services
- Annual report and audited accounts
- Copy of appropriate insurance certification
- Number of young people supported to achieve independent living
- Number of young people re-referred into scheme after move-on
- Number of young people who have completed an independence programme
- Average waiting time for accommodation
- Average length of stay

Qualitative

- Regular user feedback which addresses; satisfaction levels with the service provided, based on exit questionnaires
- Staff recruitment policy
- Complaints and representation policy
- Issues raised through the Comments, Compliments and Complaints procedure
- An annual report by the Provider including the views of those Young People accessing the Service
- Issues and trends about the development of the agreement
- Case study example of how the scheme is working

This monitoring will be completed without compromising issues of individual confidentiality.

Service Outcomes

1. Individual Service Outputs

1.1. In order to achieve the individual service outcomes by the end of the service the young person will have: -

- Support reviewed and reduced over an agreed period of time as appropriate
- Had experience of living independently
- Be accessing sustainable accommodation
- Have had regular contact with an Outreach Worker
- Will be living in a safe environment and have an understanding of their vulnerabilities and how to remain safe within the wider community.
- Been accompanied to seek and access work, education and/or training
- Produced a CV
- Been shown how to complete a job application form
- Been given various interview techniques and tips
- Had experience of using public transport on a regular basis
- Been shown how to apply for Welfare Benefits
- Been accompanied to Careers, Benefit Advice agencies and Job Centres
- Had experience of drawing up realistic budgets
- Had experience of purchasing gas/electricity weekly
- Been shown how to access and arrange for provision of utilities
- Been made aware of issues around fire safety
- Been accompanied on regular shopping trips
- Had experience of menu planning
- Been given information of nutrition
- Been shown how to prepare and cook basic meals
- Been shown how to carry out basic household duties (i.e. cleaning, ironing, hanging curtains etc)
- Had experience of basic home maintenance and damage limitation issues (water/gas/stopcocks etc)

- Been shown how to manage housing issues (eg reporting appropriate repairs, understanding tenancy rights and responsibilities, reporting anti social behaviour)
- Had experience of using leisure time appropriately
- Been given information on general health issues
- Been given information on issues around sexual health
- Been given information on issues around testicular/breast cancer
- Been given information around contraception and pregnancy

2. Service Outcomes

The Provider will work with the Purchaser to achieve positive outcomes for the young person and to meet the objectives of the placement.

In addition to any specific needs identified in the young person's individual care plan/pathway plan, the provider will work to achieve the following outcomes for the young person.

2.1. Promoting Health and Wellbeing

The Young person enjoys good physical, emotional, mental and sexual health; has a healthy lifestyle, and has access to information about health issues that allows them to make informed choices as they move to independence

- 2.1.1. The young person has information about health issues (including mental/emotional health) and they are encouraged to receive treatment when required.
- 2.1.2. Where the young person has a disability or degenerative condition, their specific needs arising from this are addressed to enable them to achieve the best quality of life possible
- 2.1.3. The young person's oral health is as good as possible, they are encouraged to routinely be seen by a dentist and receive necessary treatment
- 2.1.4. The young person's sight is as good as possible and they are encouraged to routinely be seen by an optician and supplied with glasses, lenses or other treatment if required.
- 2.1.5. The young person is encouraged to eat a balanced diet and is given an understanding of nutrition commensurate with their age and understanding.
- 2.1.6. The young person is encouraged to exercise and is given information with regard to personal fitness.
- 2.1.7. The young person has access to information about personal relationships and sexual health.

2.2. Stay Safe

Young people are living in a physically safe, environment with appropriate support network to meet their individual needs;

- 2.2.1. The young person is able to live amiably within the community.
- 2.2.2. The young person has an understanding of health and safety issues
- 2.2.3. The young person lives in a provision that is physically safe, secure, stable, caring, attractive and appropriate to their needs
- 2.2.4. The young person is free from abuse, bullying, harassment and discrimination.
- 2.2.5. The young person has contact with family and friends that is safe, consistent and positive for them.
- 2.2.6. The young person has access to positive role models and receives guidance on their behaviour.
- 2.2.7. The young person is aware of the dangers of substance misuse
- 2.2.8. The young person is aware of the dangers of sexual exploitation

2.3. Relationships

Young people are supported in developing; peer, family and working relationships to aid their development and promote emotional well-being

- 2.3.1. The young person has an established support network
- 2.3.2. The young person is accepted by peers and colleagues and sustains friendships.
- 2.3.3. The young person has appropriate relationships with authority figures
- 2.3.4. The young person has the opportunity to discuss their future plans with a wide range of people, including family members.
- 2.3.5. The young person is able to use networks and agencies that promote pre-employment and independence preparation.

2.4. Identity

The young person feels secure and proud of their identity and is able to choose his/her religion

- 2.4.1. The young person understands their cultural background and is able to feel secure and proud of their identity.
- 2.4.2. The young person is able to follow their chosen religion and feels that their beliefs are acknowledged and respected.

2.5. Enjoy and Achieve

The young person has access to employment, training or education and receives encouragement and recognition for their achievements; they participate in social, cultural and leisure activities; they make positive friendships; they achieve academically in line with their ability

- 2.5.1. The young person positively engages with employment, vocational education or training.
- 2.5.2. The young person's academic or vocational achievement is in line with their ability.
- 2.5.3. The young person receives additional support when required.
- 2.5.4. The young person has social, problem solving and communication skills
- 2.5.5. The young person takes part in a variety of social, recreational, leisure and cultural activities.
- 2.5.6. The young person has hobbies and interests and opportunities to develop these.
- 2.5.7. The young person is able to use technology effectively and safely. E.g. computers

2.6. Promoting Participation

The young person positively participates in the local community; they are actively involved in making decisions about their future; they develop self-confidence and are able to deal with change and other life challenges; they understand the effects of all acts of discrimination and are able to challenge their own perceptions on this; they demonstrate enterprise and a will to contribute to the wellbeing of others

- 2.6.1. The young person feels that their view is listened to and taken seriously.
- 2.6.2. The young person is able to exercise their right to representation and complaint.
- 2.6.3. The young person manages household tasks in an appropriate manner and has a sense of pride in their ability to look after their home
- 2.6.4. The young person has the opportunity to take part in community activities for the benefit of others.
- 2.6.5. The young person is encouraged to take responsibility for themselves and others.
- 2.6.6. The young person develops self-confidence.
- 2.6.7. The young person understands the effects of racism and all types of discrimination and is able to challenge such behaviour.
- 2.6.8. The young person does not take part in offending behaviour
- 2.6.9. The young person has a sense of responsibility and understands the consequences of socially acceptable and unacceptable behaviour.

2.7. Promoting Independence

The young person engages in further education, employment or training; they develop independence and money management skills; they are supported in the process of moving to independent adult life

- 2.7.1. The young person has plans for their future.
- 2.7.2. The young person saves money and uses their money carefully.
- 2.7.3. The young person progressively gains independent living skills
- 2.7.4. The young person understands and is engaged with the work ethic
- 2.7.5. The young person is engaged in further education, employment or training.
- 2.7.6. The young person is able to use networks and agencies that promote pre-employment and independence preparation.
- 2.7.7. Young people have a reasonable understanding of how financial institutions work and how to manage money responsibly.
- 2.7.8. Young people have basic life skills that prepare them to move on independent living.
- 2.7.9. The young person obtains an appropriate tenancy or suitable housing accommodation at the end of the service

Core Cost Specification

1. Core Cost Specification

- 1.1. The standard weekly price shall include all services as detailed in this Core Cost Specification.
- 1.2. The Provider agrees to provide the following services within their standard weekly fee.

Semi Independence / Group Living

Accommodation and Management Services
<ul style="list-style-type: none"> • Management of property including repairs, maintenance and including all property and rental costs including housing management costs e.g. rent collection, arrears management, tenancy enforcement • Building and contents insurance. Personal effects insurance to be included if applicable to service category. • Nominated Key worker • Member of staff on property at all times, if applicable to service category. • Individual Outreach Support (as agreed via IPA) • 24 hour Support Help-line and emergency call out service • Inclusive of all property and rental costs • Delivering the young personal allowances
Independent Living Support
<ul style="list-style-type: none"> • <i>Provider will provide management and support to the young person with regard to following activities:</i> • Management of the weekly personal allowance to be agreed with purchaser at commencement of placement and reviewed as required.
Accommodation, Equipment and Resources
<ul style="list-style-type: none"> • Furnished accommodation, decorated to a reasonable standard appropriate to a young person aged between 16 and 18. • Furniture to include 'white goods' equipment necessary to promote and encourage daily independent living. • A 'starter pack' of provisions at the commencement of the placement and sundry household items such as essential cleaning equipment. • Equipment to support the young person develop their independence, .such as bedding, kitchenware, vacuum cleaner, washing and toiletry facilities • Accommodation to include appropriate smoke alarm, fire blanket, and access to fire extinguisher in accordance with fire safety regulations • First Aid Kit • TV License • Access to telephone facility within the accommodation. This may be provided either by landline or mobile telephone.
Individual Support Services
<ul style="list-style-type: none"> • Provide assistance with young person to acquire any personal furniture / fittings. • Provide independent training and support with the young person's social/life skills,

<p>career development options, employment, applying for state benefits (where appropriate) educational development, and training.</p> <ul style="list-style-type: none"> • Assist the young person with registering with appropriate health agencies • Where appropriate, support and act as an advocate for the young person at professional appointments. • Support the young person to establish links and access local community resources • Act as a positive role model to the young person with information, guidance and advice regarding alcohol, drugs, sexual health, healthy living and staying safe • Work in partnership with a number of agencies (where appropriate) to support the young person • Helping the young person to manage their finances including assisting with the setting up of a bank account and budgeting skills • The role and named person of the Young Person's personal advisor is known or has been agreed to be delegated to the purchaser at the point of placement
<p>Initial & on-going assessment of need</p> <ul style="list-style-type: none"> • Assessment of the young person, both at the beginning of and throughout the placement. • End of placement final progress report and how met outcomes against the Young People's plans • Preparation of reports for meetings and reviews
<p>Schooling, Further Education and Career Development</p> <ul style="list-style-type: none"> • To facilitate and support access to educational, training and career development opportunities.
<p>Transport</p> <ul style="list-style-type: none"> • Staff travel costs and time accompanying young person to professional appointments, attending meetings, reviews and contacts visits within a radius of 20 miles of the accommodation. Additional miles to be charged at agreed local authority rate and formalised via the IPA • Staff travel costs and time accompanying young person to court appointments, including escort costs within a radius of 50 miles of the accommodation. Additional miles to be charged at agreed local authority rate and formalised via the IPA • Staffs travel costs and time collecting and returning the young person in the event of a missing from service/accommodation (absconding) incident within a radius of 100 miles of the accommodation. Additional miles to be charged at agreed local authority rate and formalised via the IPA

Floating Support with Accommodation

Accommodation and Management Services

- Management of property including repairs , maintenance and including all property and rental costs including housing management costs e.g. rent collection, arrears management, tenancy enforcement
- Building and contents insurance. Personal effects insurance to be included if applicable to service category.
- Nominated Key worker
- Member of staff on property at all times, if applicable to service category.
- Individual Outreach Support (as agreed via IPA)
- 24 hour Support Help-line and emergency call out service
- Inclusive of all property and rental costs
- Delivering the young personal allowances

Independent Living Support

- Management of the weekly personal allowance to be agreed with purchaser at commencement of placement and reviewed as required.

Accommodation, Equipment and Resources

- Furnished accommodation, decorated to a reasonable standard appropriate to a young person aged between 16 and 18.
- Furniture to include 'white goods' equipment necessary to promote and encourage daily independent living.
- A 'starter pack' of provisions at the commencement of the placement and sundry household items such as essential cleaning equipment.
- Equipment to support the young person develop their independence, .such as bedding, kitchenware, vacuum cleaner, washing and toiletry facilities
- Accommodation to include appropriate smoke alarm, fire blanket, and access to fire extinguisher in accordance with fire safety regulations
- First Aid Kit
- TV License
- Access to telephone facility within the accommodation. This may be provided either by landline or mobile telephone.

Individual Support Services

- Provide assistance with young person to acquire any personal furniture / fittings.
- Provide independent training and support with the young person's social/life skills, career development options, employment, applying for state benefits (where appropriate) educational development, and training.
- Assist the young person with registering with appropriate health agencies
- Where appropriate, support and act as an advocate for the young person at professional appointments. Does this include working in partnership with children's services
- Support the young person to establish links and access local community resources
- Act as a positive role model to the young person with information, guidance and advice regarding alcohol, drugs, sexual health, healthy living and staying safe
- Helping the young person to manage their finances including assisting with the setting up of a bank account

Initial & on-going assessment of need
<ul style="list-style-type: none"> • Assessment of the young person, both at the beginning of and throughout the placement. • End of placement final progress report • Preparation of reports for meetings and reviews
Schooling, Further Education and Career Development
<ul style="list-style-type: none"> • To facilitate and support access to educational, training and career development opportunities.
Transport
<ul style="list-style-type: none"> • Staff travel costs and time accompanying young person to professional appointments, attending meetings, reviews and contacts visits within a radius of 20 miles of the accommodation. Additional miles to be charged at agreed local authority rate and normalised via the IPA
<ul style="list-style-type: none"> • Staff travel costs and time accompanying young person to court appointments, including escort costs within a radius of 50 miles of the accommodation. Additional miles to be charged at agreed local authority rate and formalised via the IPA
<ul style="list-style-type: none"> • Staffs travel costs and time collecting and returning the young person in the event of a missing from service/accommodation (absconding) incident within a radius of 100 miles of the accommodation. Additional miles to be charged at agreed local authority rate and formalised via the IPA

Floating Support

Individual Support Services
<ul style="list-style-type: none"> • Provide assistance with young person to acquire any personal furniture / fittings. • Provide independent training and support with the young person's social/life skills, career development options, employment, applying for state benefits (where appropriate) educational development, and training. • Assist the young person with registering with appropriate health agencies • Where appropriate, support and act as an advocate for the young person at professional appointments. Does this include working in partnership with children's services • Support the young person to establish links and access local community resources • Act as a positive role model to the young person with information, guidance and advice regarding alcohol, drugs, sexual health, healthy living and staying safe • Helping the young person to manage their finances including assisting with the setting up of a bank account • Delivering the young personal allowances
Initial & on-going assessment of need
<ul style="list-style-type: none"> • Assessment of the young person, both at the beginning of and throughout the placement. • End of placement final progress report • Preparation of reports for meetings and reviews
Schooling, Further Education and Career Development
<ul style="list-style-type: none"> • To facilitate and support access to educational, training and career development opportunities.

Transport

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| <ul style="list-style-type: none">• Staff travel costs and time accompanying young person to professional appointments, attending meetings, reviews and contacts visits within a radius of 20 miles of the accommodation. Additional miles to be charged at agreed local authority rate and normalised via the IPA |
| <ul style="list-style-type: none">• Staff travel costs and time accompanying young person to court appointments, including escort costs within a radius of 50 miles of the accommodation. Additional miles to be charged at agreed local authority rate and formalised via the IPA |
| <ul style="list-style-type: none">• Staffs travel costs and time collecting and returning the young person in the event of a missing from service/accommodation (absconding) incident within a radius of 100 miles of the accommodation. Additional miles to be charged at agreed local authority rate and formalised via the IPA |