**Leaving Care 16 - 18+ Panel: Terms of Reference**

Date of publication: 11th November 2020

Date of review: 30th November 2021

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| Meeting Title: | 16 – 18+ Panel  |
| Purpose of Meeting: (brief description) | A multi-agency panel to review pathway planning and beginning of the preparation of looked after children to transition into becoming care leavers. The panel will also review all care leaver’s progress and identification of any issues requiring immediate action and management of risk. The Panel will look at a child / young person in a holistic way and provide support, oversight, and action were needed that is Purposeful, Planned, and Focused (PPF). |
| Frequency of Meeting: | Fortnightly – 2 hours |
| Membership: | Brokerage CommissioningPreparing for Adulthood Team / Adult Social CareHousing Link WorkerNEET/EET / Virtual School RepresentativeHealth – LAC NurseSEND Rep.Adult Mental HealthClinical Practitioner – Hazel LockhartService Manager Looked After Children Service Manager Leaving Care |
| Name of Chair: | Service Manager Leaving CareService Manager Looked After Children |
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| Level of Support: | Comprehensive Minutes | Decisions and Actions | Actions only | Support with set up and circulation |
|  | X | X |  | X |
| Scope: | * To review placements and accommodation issues for care leavers. ‘Moving On’ Panel will be about change – young people moving on. This panel will look at how current arrangements are working.
* Review the transition planning and preparation for adulthood for looked after children that are eligible for a pathway plan (PWP).
* Review and agree actions regarding any complex safeguarding issues / risk management / immigration difficulties for young people 16 - 17 within the looked after children service as they approach transferring to leaving care.
* Review and agree actions regarding any issues in respect of education or employment for young people 16+
* Identification of key issues and monitor vulnerable young adults 18+.
* Enable partnership working in order to address issues that are affecting young people’s ability to thrive. This might include access to specialist resources such as counselling or treatment for mental health problems or could be about working with partners to resolve debts including rent arrears.
* Progress of care leavers PWP and how effective this is.
* To identify need for escalation to adult services.
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| Paperwork Timeline: | Initially business support will send out names and agenda 7 working days before the initial panel. Social Workers and Personal Advisors will then be required to return the required panel paperwork a minimum of 3 working days before the panel date. There will then be a forward plan of children / young people being discussed so staff can diarise. |
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| Timescales: | Agenda required by: | Minutes in draft: | Minutes agreed and circulated: |
| 5 working days prior to panel.  | Within 48 hours of panel There will also be child / young people focused records that goes onto the file in a case note to link with supervision. This will be added within 24 hours. | 5 working days of panel |