

Transition to Adulthood, New Ways of Working

Roles and Responsibilities

Agency	Role	Transitions Locality Meetings <i>currently specific to the Disabled Children's Service only</i>	Transition Plan Reviews	Transition to Adulthood Plan (Document)
Disabled Children's Service	Team Managers	<p>Co-Chair the transition locality meeting with Adult's manager.</p> <p>Go through the list of young people belonging to that locality who are between 14-18 years old to identify those who are due a transitions plan review or aren't on track for a timely transition.</p> <p>Drive action to address patterns and trends of barriers identified for that locality.</p> <p>Drive action for next steps for each young person within that locality.</p>	<p>Do not need to attend these meetings.</p> <p>Ensuring practitioners are booking these transition plan reviews in – to be considered when a young person turns 14 (if the child has complex needs) – by 16 at the latest and then reviewed at least every 6 months thereafter.</p>	<p>Sign off once quality assured by Practice Supervisor.</p>
	Practice Supervisors	<p>Attend transition locality meetings.</p> <p>Drive changes within the team and in supervisions that are identified as a locality issue.</p> <p>Any actions on individual cases that have been flagged to be raised with the worker to action or discuss in supervision.</p>	<p>To attend and support practitioners in the meeting to explore the issues and how they could be resolved to move the case forward.</p>	<p>Quality Assure transition to adulthood plan's, ensuring they encompass SMART actions for that individual.</p>

	Social Workers/Community Care Worker's	<p>Do not need to attend the transition locality meetings.</p> <p>Action any recommendations from transition locality meetings.</p>	<p>Book in Transition plan review meeting with all relevant professionals - to be considered when a young person turns 14 (if the child has complex needs) – by 16 at the latest. The meeting is likely to require adult services to attend.</p> <p>Steer discussions amongst professionals to create a SMART transition to adulthood plan.</p> <p>Arrange further transitions plan review for 6 months time until they transfer to adult services.</p> <p>Raise any complexities within supervision</p>	<p>Write up transition to adulthood plan.</p> <p>Develop SMART actions for that young person every 6 month that will support them in their post 18 plan.</p>
	Team Co-Ordinators	<p>T/C for each locality to attend their Transition locality meeting to take minutes/actions and share these with attendees.</p> <p>Send out invites for the meetings.</p>	<p>If practitioners need support setting these up, T/C's can do so.</p>	<p>Send out to professionals once signed off</p>
	Service Managers	<p>Co-Chair the transition locality meeting with Adult's manager.</p> <p>Go through the list of young people belonging to that locality who are between 14-18 years old to identify</p>	<p>Do not need to attend these meetings.</p> <p>Ensuring an appropriate representative is attending these transition plan reviews whether that</p>	

Adults		<p>those who are due a transitions plan review or aren't on track for a timely transition.</p> <p>Drive action to address patterns and trends of barriers identified for that locality.</p> <p>Drive action for next steps for each young person within that locality.</p>	is an allocated worker or an adult representative.	
	Senior Practitioners	Attend Transition locality meetings to feedback on any cases within the meeting or follow up with practitioners.	<p>Identify a representative to attend transition reviews.</p> <p>To attend meetings where there are complexities if necessary.</p> <p>Adults Senior Practitioners will have oversight of transitions cases and can recommend actions and further discussions as appropriate.</p>	
	Social Workers/Community Care Workers	<p>Do not need to attend the transition locality meetings.</p> <p>Action any recommendations from transition locality meetings.</p>	<p>Representative from adults to attend transition plan reviews until there is an allocated worker.</p> <p>Consider if the young person meets criteria for adult care assessment.</p> <p>Consider useful tools that could be used to aid the assessment i.e. needs profile/This is Me</p>	Responsible for supporting the children's worker to drive SMART actions.

			Raise any complexities within supervision.	
Leaving Care Team	Managers	<p>Leads for each locality area to attend the transition locality meetings (either manager or Senior Practitioner)</p> <p>Any identified actions for leaving care to be taken away and feedback to the relevant practitioners.</p>		
	Senior Practitioners	<p>Leads for each locality area to attend the transition locality meetings (either manager or Senior Practitioner)</p> <p>Any identified actions for leaving care to be taken away and feedback to the relevant practitioners.</p>	Ensuring practitioners are attending transition plan reviews.	
	Leaving Care Workers	Action any recommendations from transition locality meetings.	Attend and contribute to transition plan reviews for those young people you are involved in.	Be accountable to those SMART actions in the transition to adulthood plan leaving care workers can support the young person with.
	Lead SEND officers	Leads for each locality area to attend the transition locality meetings	Attend and contribute to transition plan reviews for those young people you are involved in.	Be accountable to those SMART actions in the transition to adulthood plan leaving care workers can support the young person with.

SEND/School		Any identified actions for SEND to be taken away and feedback to the relevant practitioners.		
	SEND Officers	Action any recommendations from transition locality meetings.	Attend and contribute to transition plan reviews for those young people you are involved in.	Be accountable to those SMART actions in the transition to adulthood plan leaving care workers can support the young person with.
	School representative	Do not need to attend transition locality meetings	Attend and contribute to transition plan reviews for those young people you are involved in.	Be accountable to those SMART actions in the transition to adulthood plan SEND workers can support the young person with.
Health	Health Lead	Leads for each locality area to attend the transition locality meetings Any identified actions for SEND to be taken away and feedback to the relevant practitioners.		
	All relevant Health Professionals	Do not need to attend transition locality meetings.	Attend and contribute to transition plan reviews for those young people you are involved in.	Be accountable to those SMART actions in the transition to adulthood plan leaving care workers can support the young person with.