

# Word List

HELPING YOU TO UNDERSTAND THE WORDS  
AND PHRASES YOU HEAR AND SEE WRITTEN  
DOWN

NEWCASTLE CHILDREN'S SOCIAL CARE



## **The Word List**

This word list has been put together to try and help you understand some of the words, terms and phrases you may hear being used or see written down that are about being in care, leaving care or becoming more independent.

Although we have tried hard to put a lot of words and phrases on this list, we are sure you will come across a lot more. Remember – if you are ever unsure what something means - ask us! That is what we are here for and we want to make sure you have all the advice and support you need. Plus, when you tell us about a term or word that you don't understand, we can add it to our list for other young people in the future.

We hope you find the Word List helpful. This is an exciting time; you are growing up and looking towards all the possibilities of your future. That can feel scary, but there are lots of people and professionals who care about you and are here to help you with whatever you need.

Looked After - this is the legal term for being in Care which can also be called. In Newcastle, we use the term 'Children in Care'.

Care Leaver - In the UK, there are about 11,000 care leavers annually. The Care Leavers' Association definition of a care leaver is an adult who has spent time in foster or residential care, or in other arrangements outside their immediate or extended family before the age of 18.

Accommodated Section 20 - Children Act 1989 - this term applies to young people who are in Care with the agreement of their parents and where parents keep their parental responsibility.

'Care Order' Section 31 – Children Act 1989 - this term applies to young people who are in Care following Children's Services applying to the Family Court for a Section 31 Care Order. Children's Services then shares parental responsibility with a young person's parents and will try to work together with the young person's family.

Care Plan - All young people in Care should have a Care Plan which should set out the needs of each young person and how Children's Services will meet these needs. The Care Plan should be reviewed and up-dated every six months or, whenever a significant change takes place in the plan for the young person (for example if you were to move to live somewhere else).

16Plus Social Worker A social worker in the 16 Plus Team will help and support the you and manage your care planning and pathway planning needs. You will start working with your 16Plus Social worker up to 6 months before your 16<sup>th</sup> Birthday, although for some young people this happens later. If you want to understand more about when you might get a social worker from the 16Plus team you can speak to your social worker or carer.

Leaving Care Support Officer (Personal Adviser) – In Newcastle we have Leaving Care Support Officers, but sometimes these people are called Personal Advisers. This is a worker in the 16 Plus Team who will help you to prepare for leaving care and then support you when you are living independently (from the age of 18).

Independent Reviewing Officer (IROs) - IROs lead a variety of meetings including Child Protection Conferences, and Child in Care Reviews to make sure children and young people are getting the best possible care and support. They work Children's Social Care but are independent to your social worker. They want to make sure the best plan is made for you. You are encouraged to speak to your IRO to share your views and feelings in relation to your plan and what help and support you need.

Care Team - This 'team' is made up of the professionals and family members involved in supporting and looking after you. You should be a member of your Care Team and meetings can be arranged at times you can attend and where you would like them to be (for example, some young people don't want meetings at school or college whereas others prefer that). Care Team meetings are held regularly, to review the progress of your plan and make sure that everyone is doing what they need to, to make the plan for your future a success! You will have Care Team Meetings if you are in care, up until the age of 18.

The Responsible Authority - this term comes from the Care Leavers (England) Regulations 2010 and means that the Children's Services department that last "looked after" the young person will remain responsible for supporting the young person (care leaver) even if he/she moves to another area. So, if you moved to live in Gateshead or North Tyneside or even London, Newcastle Children's Services would still be responsible for supporting you.

Leaving Care Assessment of Need – this assessment will be completed by your social worker by the time you are 16 and 3 months (or within 3 months of becoming an Eligible or Relevant child). The assessment will involve you, your social worker and other involved professionals and family members thinking about what you will need when you leave care. This assessment is a requirement of The Care Planning, Placement and Case Review Guidance and Regulations 2010 and the Care Leavers (England) Regulations 2010.

Pathway Plan - we have a duty to provide each young person in Care with a Pathway Plan by the age of sixteen and three months. The Plan will be reviewed and updated at least every six months. The Pathway Plan will look at what needs to be done to help you become more independent; it will also explore who will help you and what they will do.

**Preparation for Independence** This describes how we will help young people to become independent. It covers practical and emotional skills and who is responsible for helping the you. Preparation for independence should begin with small tasks from the day a young person comes into Care. These are things like supporting you to learn to cook, and do your washing, to managing your money, being able to budget and save, as well as use public transport and feel comfortable and confident to get out and about, attend appointments you may have or spend time with friends and family in a safe way.

**Leaving Care Grant** - You will get a leaving care grant (also known as a 'setting up home allowance') to help you buy essential things when moving into your own home. Your Social Worker or LCSO will be able to talk to you about whether you are eligible for the grant, how much this will be and how it should be spent.

**Semi-independent Accommodation** This describes the variety of types of accommodation/housing that provide a steppingstone between foster care or a children's home and independent living. Semi-independent accommodation ranges from supported lodgings to private provider hostels. For you to live semi-independently we will need to complete an assessment to make sure that this is what you want and what is best for you. Semi independent living is not for everyone, and your Social Worker or Leaving Care Support Officer will talk to you about any and all housing options for your future.

**Staying Put Arrangement** - Staying Put is where a young person continues to live with their foster carer after their 18th birthday. Many young people have already been Staying Put in the past, but the law changed in May 2014 so that all local authorities must support such arrangements if it is in the young person's interest and the carer and the young person want it to happen. This is great news, as you can continue to live with people you know and who have supported you as you have grown up. It means that you do not have to leave your former foster carers until you are ready or are 21 years old. It can help you to get into, or continue, in education and training or give you time to sort out the issues you face as you move into adulthood.

**Housing Benefit and Council Tax Benefit** These benefits are administered by the local district or borough council and help people on a low income to meet their housing costs. In Newcastle, we have a Council Tax exemption scheme. This means that young people who leave our care pay no Council Tax until they are 25 in Newcastle.

**Local Housing Allowance** This is a method of working out the level of Housing Benefit paid to you if you rent from a private landlord rather than the council. The independent Rent Officer will set the level of the Local Housing Allowance for the different types of property in the area. These levels will then be widely publicised.

**Tenancy Agreement** This is a legal document that a young person receives when he/she moves into accommodation provided by the Local Council, Housing Association or a Private Landlord. The Tenancy Agreement should set out the rules and regulations covering where the young person lives i.e. when he/she moved in, how much rent he/she must pay, how much notice he/she has to give when leaving etc.

**License Agreement** This is a type of Tenancy Agreement which covers the accommodation arrangements where a young person lives in the same house as their landlord.

**Deposit** A deposit is usually paid when renting private sector accommodation and is often the equivalent of one month's rent and is used to cover any damage caused or non-payment of rent.

**Inventory** This is a list of items (furniture, kitchen equipment etc) that is provided in privately rented accommodation. It will be checked on leaving the accommodation in case anything is damaged or missing.

**Utilities** This is the term used for facilities and services that are needed to run a home. For example, bills for gas, electricity, water and sewage, telephone etc.

National Insurance Number Everybody is given a National Insurance Number just before their sixteenth birthday. The number is required when working and is used to record and track the Income Tax and National Insurance paid and any benefits received. Everyone pays National Insurance when they are in work, so that if people ever need to access benefits such as Job Seekers Allowance, Maternity Allowance or Employment and Support Allowance, there is money put aside by the government to pay for this.

P45 A form that is received when finishing or leaving a job stating how much Income Tax and National Insurance has been paid from the beginning of the financial year until the finish of the job.

P60 A form that states how much Income Tax and National Insurance has been paid during the previous financial year.

Her Majesties Revenue and Customs (HMRC) (Inland Revenue) This is the Government department that manages Income Tax and National Insurance contributions and payments.

Curriculum Vitae (C.V.) A Curriculum Vitae is a document that sets out skills, qualifications and work and life experience. A C.V. is often required when you are applying for a job. Your Social worker or LCSO can help you with putting together your C.V.

Discretionary Learner Support Fund This is a fund that all colleges and universities have that is used to assist young people who have financial difficulties. Students have to apply for support from the fund. There is no guarantee that you will receive any money and your Social Worker or LCSO can talk to you about putting in application if this is something you want to explore.

Citizens Advice Bureau The Citizens Advice Bureau provides free advice on benefit and legal matters. There are C.A.B. offices in most large towns. It is best to ring to make an appointment rather than drop-in.