**Bradford Children & Families Trust**

**Bradford Housing Options**

 **Youth Homeless Protocol Supporting Young People aged 16 and 17.**



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**December 23** (Review due November 25)

**1. Introduction**

Bradford Children and Families Trust Children’s Social Care and Bradford Housing Options *Protocol to support Homeless 16 and 17-year-old Young People*, has been written to support the workforce in both services to respond and support our young people aged 16/17 who present or are at risk of presenting as homeless.

In the UK, the definition of homeless is if someone: -

* Has no accommodation available to occupy.
* Are at risk of violence of domestic violence.
* Have accommodation but it is not reasonable for them to continue to occupy it.
* Have accommodation but cannot secure entry to it.
* Have no permanent home and are not prevented from funds by immigration law.

Children’s Social Care, Housing Options and all contributing agencies will work closely together to ensure that all young people are supported through specialist services, with the aim to return home or reside with extended family members when it is safe to do so. If this is not the most appropriate option, agencies will ensure that the young person will have somewhere safe and suitable to live to help them make a positive transition into adulthood.

Both Bradford Children’s and Family Trust and Housing Options, firmly believe that young people should have/are:

* Access to information, advice, and guidance early in their journey to prevent crisis situations.
* Access to specialist support such as mediation, counselling, and other areas of identified need.
* Access to a safe and comfortable place to undertake initial conversations on day 1.
* Clarity about what will happen next, what to expect and what are, if any, the barriers.
* Someone to talk to who can explain what is going to happen and what could happen.
* Listened to and heard so they can make informed choices.
* An opportunity to speak to an independent advocate.
* The right to be ‘Child in Care’.
* Options for suitable and safe accommodation that meets their needs.

Our Practice Model underpins the ethos of our work with children, young people and their families and taking into account their experiences. The model utilises a Trauma Informed Approach delivered through Restorative Practice Model; both approaches allow relationships to flourish. The Trauma Informed Approach is a strengths-based framework which is grounded in an understanding of the impact of trauma; these experiences are unique to each individual, enabling our responses to be more effective in recognising the strengths within the family but also identify where additional support may be required to provide a platform for sustainable change.

**2. Legislation**

The statutory entitlements of homeless young people are covered in the Children Act 1989 and the Homelessness Reduction Act 2017 (as amended).

* The primary responsibility for a child in need who requires accommodation, including a 16 and 17-year-old who present homeless lies with the relevant Children’s Services Local Authority / Trust.
* The duty under Section 20 of the 1989 Children Act takes precedence over duties in the Homelessness Reduction Act 2017 in providing for children in need who require accommodation.
* Section 20 of the 1989 Children Act takes precedence over the general duty owed under Section 17 of the same Act to children in need and their families where a young person needs to be accommodated.
* Trust / Local Authority duties for accommodating young people under s20 are not simply a matter for local policy. The duty is engaged whenever a child in need in the Trust / Local Authority’s area requires accommodation as a result of one of the factors set out in section 20(1)(a) to (d) or in section 20(3) and 20(4)
* Section 20(1) requires that:

1. every Trust / Local Authority shall provide accommodation for any child in need within their area who appears to them to require accommodation as a result of
2. there being no person who has parental responsibility for them.
3. their being lost or having been abandoned; or
4. the person who has been caring for them is prevented (whether or not permanently, and for whatever reason) from providing them with suitable accommodation or care.
* In addition, even if the criteria in section 20(1) do not apply, section 20(3) requires that:
	1. Every Trust / Local Authority shall provide accommodation for any child in need within their area who has reached the age of sixteen and whose welfare the authority consider is likely to be seriously prejudiced if they do not provide them with accommodation.
* In addition, section 20 (4), provides that:
1. A Trust / Local Authority may provide accommodation for any child within their area (even though a person who has parental responsibility for them is able to provide them with accommodation) if they consider that to do so would safeguard or promote the child's welfare.
* If a young person in need requires accommodation as a result of one of the factors set out in section 20(1) (a) to (d) or section 20(3) and 20(4) then that young person may be provided with accommodation.
* As a result of being accommodated by children’s services for a continuous period of more than 24 hours the young person will become Child in Care after if they consent.
* Whist accommodated under section 20 the young person is not eligible for welfare benefits, including housing benefits or housing costs under universal credit.
* Provision of ‘accommodation’ means that which is provided by Children’s Social Care or the Housing Authority or a jointly commissioned supported accommodation offer,

*Housing Act 1996 Part 7 as amended by the Homeless Reduction Act 2017*

Housing authorities must give proper consideration to all applications aged 16 and over for housing assistance, and if they have reason to believe that an applicant may be homeless or threatened with homelessness within 56 days. They must make inquiries to see whether they owe them any duty under [Part 7 of the 1996 Act](https://www.legislation.gov.uk/ukpga/1996/52/part/VII). This assessment process is important in enabling housing authorities to identify the assistance which an applicant may need, either to prevent them from becoming homeless, or to help them to find another home.

In each case, the Trust / Local Authority will need to first decide whether the applicant is eligible for assistance and threatened with or actually homeless. Certain applicants who are ‘persons from abroad’ are not eligible for any assistance under Part 7 except free advice and information about homelessness and the prevention of homelessness.

The Bradford Children and Families Trust are the lead agency; however, we work jointly together with Housing Options to fulfil both agency duties to plan and provide a service centred on young people and their families.

 *Exclusions*

[Care Leavers](https://www.bradford.gov.uk/children-young-people-and-families/looked-after-children/the-leaving-care-service/%20);aged 16 and 17 who have returned home and have either Relevant or Qualifying status will continue to be the responsibility of the Leaving Care Service in identifying suitable alternative accommodation. All Relevant care leavers are allocated a Social Worker and/or Personal Adviser who will assist in meeting housing needs and additional support needs in line with their Pathway Plan.

 **Corporate Parenting**

Corporate parenting is the term used in law to describe our collective responsibility to care for, love and champion our children in care and young people leaving care so that they have every opportunity to reach their full potential as they grow up in our family. For our young people who present as homeless, Bradford Children and Families Trust and Housing Options have joint responsibilities for any young person who presents or are at risk of becoming homeless.

**3 Our Offer**

Bradford Children and Families Trust and Housing Options believes that, in most circumstances, the interests of young people are best served by living with their parents, carers or extended family and that they should move to independent living in a planned way.

The initial priority for Bradford Children and Families Trust will be to identify whether a young person, who approaches for assistance because they are homeless or threatened with homelessness, can safely return to their parental home.

**Information and advice for young people and families**

Information, advice and guidance will be available for all young people, their families and their support agencies online or at different hotspots, including youth provisions, council run leisure centres, schools, colleges, libraries and GP surgeries.

In Bradford, we have developed a full directory of support and can be accessed by the following link: - [FYI Bradford](https://fyi.bradford.gov.uk/)

**A place of comfort**

District Youth Servies are able to provide safe space within the Youth Provision at Highcroft Youth Centre in Wrose and at Lister Park Gatehouse in Manningham. Where the need is for more localised safe space, we can look to identify appropriate safe space within the wider Council locality based buildings and utilising our wider voluntary and community trusted partners. See Appendix for further details.

**Bradford Strengthening Families Offer**

Bradford Strengthening Families Team offers an intensive service for children and young people who are supported by Children’s Social Care. We work closely with our team of specialist colleagues from West Yorkshire Police, CAMHS and Education to ensure that the holistic needs of young people are supported, and we give young people the best possible opportunity to reach their individual potential.

Our Family Outreach Teamwork with young people and families in their home, offering evidence-based interventions to support families to achieve and sustain positive change. This can include one to one work, supporting young people to access services around specific issues and working with whole family units to create safety and stability at home.

Our team of Family Group Conference Co-ordinators facilitate family-led meetings in which the family and friends network come together to explore their strengths and available resources make a plan for their child or young person in circumstances such as challenging relationships between young people and their parents. Meetings can be planned or take place where there has been an emergency or crisis, and we need to mobilise a plan at the earliest possible opportunity.

**Youth Services Offer**

District Youth Services – Breaking the Cycle project can offer a safe space, with access to youth work practitioners who are trusted adults, giving the young person someone to talk to. Within our existing youth provision, we are able to provide a safe place to relax, prepare and eat food, wash and dry clothing and freshen up. We have a high level “Skye Bunk” which provides a sleeping platform and sleeping bag for young people who need a few hours to sleep, use of this provision will require a risk assessment due to the hight, meaning this resource may not be suitable for all young people. Our centre is available to be used outside of normal office hours by arrangement.

**Early Help Offer**

The Early Help offer is aimed at engaging with partner agencies including education establishments (Schools and Academies) to support Lead Practitioners who might be struggling with young people who may be at higher risk of homelessness but not yet reached a crisis point with their families.

At Tier 2, Prevention Early Help Co-ordinators will assist the Lead Practitioner (Children’s Social Care or Bradford Housing Options) to co-ordinate an Early Help Assessment and support and convene a Team Around the Family meeting (this may be parallel with the Housing Options Officer network meeting).

Lead practitioners are able to access the multi-agency Family Hub Partners for further advice and guidance that may prevent a homeless situation for the presenting young person.

At Tier 3 Our Supporting Families keyworkers from Early Help are available to support families who are seeking support to overcome relationship challenges with an older child, up to the age of 19 years to prevent a situation whereby requiring accommodation is the only option.

In addition, Children’s Social Care have referral protocols in place with services that work with young people who may be at risk of homelessness such as the Youth Offending team, Youth Service, Education partners and CAMHS (Child and Adolescent Mental Health Services).

Our Families Hub will provide a welcome space for groups to meet and be supported by other professionals, just ring up to book a room and refreshments for free.

**Children’s Social Care Offer**

The Integrated Front Door Social Worker (IFD) will speak to the young person and ascertain all relevant information pertaining to why the young person is homeless, explore family and support networks with the young person and ensure an immediate safety plan is discussed. IFD will make contact with the parent/carer, if this is safe to do so, and gain a clear understanding why the young person is homeless and unable to return to the care of a parent, family member, friend or other safe person of support. IFD will contact housing options and initiate ‘duty to refer’.

If a prompt and immediate solution cannot be agreed the young person will be allocated a social worker (ASW) to undertake a Child and Family Assessment. The ASW will need to ensure they are aware of any information gathered by IFD and speak with the young person to ascertain what the immediate needs are and to source accommodation provision that ensures the young person is safe. The ASW will undertake ‘duty to refer’ to housing services (as part of joint assessment) and a referral to advocacy services (The Children’s Society). It is vital that any young person aged 16/17 years old has access to independent advocacy.

With the young person’s consent, the Duty and Assessment Team will continue to explore their circumstances, including any extended family members or safe adults who could provide stable accommodation for the young person during the Child and Family Assessment process and longer-term.

As part of the assessment process the ASW will co-ordinate a multi-agency meeting within ten days of the referral, to include family members identified by the young person and professionals, or services acting to support them. This process will enable effective planning for the young person to ensure that they are safeguarded, and their needs met; the information will inform the Child and Family Assessment.

**Housing Offer**

A 16- or 17-year-old may present as homeless to either Bradford Children and Families Trust or Housing Options at Brittania House Customer Centre. If the young person presents at Housing Options, the Housing Options service will record the customer details and urgently refer them to IFD for a ‘child in need’ assessment.

Housing Options may offer emergency accommodation if it is not possible to refer to IFD, for example when the young person presents to housing outside office hours.

Following their initial assessment, Bradford Children and Families Trust have a duty to refer young people to Housing Options to complete a joint assessment. Housing Options will acknowledge receipt of DTR form within 24hrs and allocate the case to the dedicated Young Person Housing Options Officer.

The YP HOO will contact the Social Worker within 24hrs and exchange contact information. The two professionals will arrange for a joint assessment to be conducted at a convenient time and location with the young person and their advocate.

During a housing options assessment, Bradford Housing Options will consider whether the applicant is eligible for housing assistance. Housing Options will complete a Personalised Housing Plan (PHP) with the Young Person, detailing actions the YP Housing Options Officer, the young person and other professionals will undertake. This may include actions such as working with advocacy services, accommodated by BCFT under S20, applying for benefits, seeking accommodation and working with other professional agencies that are involved. A copy of the PHP will be shared with the BCFT Social Worker.

Whether any substantive duty is owed under Part 7 of the Homelessness Reduction Act 2017 will depend on the outcome of the assessment by Children’s Services, and whether any duty is owed under Section 20 or Section 17 of the Children Act 1989.

People aged 16 or 17 are not disqualified from joining the Housing Register however a

minor cannot hold legal estate in land unless a tenancy is held in trust for them, by an adult,

landlord or an organisation until they reach the age of 18. This means that an equitable

tenancy will be created for the benefit of the young person and will require an appropriate

adult, landlord or organisation to act as the tenant. If appropriate a landlord may offer a

licence rather than a tenancy.

Bradford Council’s Housing Allocations Policy states:

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| Applicants who are Care Leavers of Bradford Council and children assessed by Bradford Council’s Children Services Department as in need or at risk (where housing is a factor)         | Applicants are awarded this category in accordance with protocols agreed between the Council’s Housing Options Service and the Children Services Department. Applicants must be a former ‘Relevant Child’ as defined by the Children Leaving Care Act 2002 and be a young person at risk who may be owed such duty. Normally such a young person would have a housing related support package brokered either through Leaving Care Service or Housing Options and would be Tenancy Ready unless exceptionally there is joint    agreement that the Council’s duties require a different approach. |

**4 Young Persons Pathway**

**Pathway during operating hours** (Mon-Thurs 9-4.30 and Fri 9-4)

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| **Young person presents as homeless at customer contact centre (face to face/by phone)*** Triage arranged for initial Housing Options conversation with young person.
* Contact Trust Integrated Front Door on 01274 433999
 |  | **Young person presents at Children’s Social Care**IFD SW will speak to young person. IFD SW undertakes initial screening exploring why the young person is homeless? Family support? Immediate needs? Etc. *If child/Young person already has an allocated social worker, they will be notified immediately.*  |
|  |  |  |
| **Integrated Front Door****(Hours 0 to 2 hours)*** Consultant Social Worker identified.
* If required, arrangements made to collect young person from Housing Options (consider notifying Assessment Duty SW)
* Initial checks undertaken to establish circumstances.

*(if safe/agreed, young person to return home)** Transfer to locality Duty and Assessment Team of young person’s family home locality
* Duty to Refer form completed and sent to Housing Options
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| **Locality Duty and Assessment Team*** Allocate Social Worker promptly. Undertake any immediate actions to safeguard the young person.
* Referral made to Bradford Strengthening Families and Youth Services
* Refer to advocacy service.
* Social worker to ensure the duty to refer is/has been made.
 |  | **Housing Options – Duty to Refer*** Housing Options Admin will acknowledge receipt of DTR form within 24 hrs.
* HO Admin will allocate case to YP Housing Options Officer within 24hrs.
* YP HOO will confirm allocation with Social Worker within 24hrs.
* YP HOO will create case on Civica and keep under triage pending joint assessment
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| **Appropriate Social Worker (EDT or Locality)*** Identify crash pad for 1 nights stay (Day 1) if needed.
* Consider making a referral to Strengthening Families Team
* Planning for after 1 night; post-crash pad accommodation
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| **Strengthening Families****(Ongoing throughout process)*** Undertake Family Networking
* Undertake mediation.

*(if safe/agreed, young person to return home or to identified family network member)** Young person informed of their rights and options (Section 20 / Section 17)
* The above must be undertaken alongside appropriate independent advocacy support (The Children’s Society)
* Review plans for young person’s immediate accommodation needs
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| **Locality Social Worker and Housing Options*** Initiate and complete Joint Assessment – promptly
* Both agencies to share summary, outcome of joint assessments and actions agreed.
* Homeless status established with young person – S20 / S17
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| **S20 – Locality Social Worker*** Submit placements form to Placement Co-ordination to secure accommodation.
* Present at Legal Gateway Panel for ratification
* Notify Leaving Care Service
* Transfer to Leaving Care Service once young person has been in care for 13 weeks
 |  | **S17 – Locality Social Worker*** Joint assessment with housing Options to be undertaken.
* With the support of Housing Options, secure young person accommodation
* Support young person in accessing mainstream support services.
* Work with the young person under Child in Need and transfer to Child and Family Team
* Step down to Early Help when reduced support required
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| **Leaving Care*** Allocate Personal Advisor
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| **Reviews*** Initial Child Looked After Review within 28 days.
* Followed by 3-month review.
* Then 6 monthly till young person reaches 18 or returns home
 | **Reviews*** If remains Child in Need, reviews every 3 to 6 months as required.
* If stepped down to Early Help, review as appropriate
 |

The aim throughout the process is for the young person to return home or be placed with extended family members if this is safe to do so, this can happen at any point of the below process and would cease the chain of actions – other than the Child and Family Assessment to identify risk and needs for the young person.

If a young person refuses S20 they should have a CIN plan and they should be aware that if they refuse S20 they can request a reassessment anytime up until their 18th Birthday to support transitions under S17 or S20

**On Day One**

1. Young person presents as homeless to any Trust, Council or partner agency building or to family member or friend.
2. The service or individual (first point of contact) the young person presents to, are responsible for contacting Children’s Social Care via the Integrated Front Door (01274 433999) to inform that the young person is stating they are homeless or have additional needs.
3. If the young person presents at Housing Options, Housing Options will arrange an initial conversation between the young person and a Housing Officer.
4. Children’ Social Care will allocate a Consultant Social Worker within the Integrated Front Door Team to undertake work and initial checks with the young person – including contacting the family.
	1. If the young person does not present at Sir Henry Mitchel House, Children’s Social Care will arrange to collect and transport the young person to Sir Henry Mitchel House.
5. If the outcome of the initial checks is that the young person appears to be homeless, the Integrated Front Door will initiate the Duty to Refer process to Housing Options.
6. Integrated Front door will transfer the young person’s file to one of the below:
	1. Locality team of which the young person resided with their family.
	2. The young person’s already allocated Social Worker (if open).
	3. Previously allocated Social Worker / Locality Team if within 3 months of file closure.
7. Allocated Social Worker will make referrals to Bradford Strengthening Families Service and the Youth Services to commence wrap around support for the young person.
	1. The immediate aim is in finding a place of comfort at either the Family Time Centre, Children’s Hub or Youth Centre for the young person to go whilst enquiry works are on-going and support work is being delivered.
	2. Complete Duty to Refer form to Housing Options
	3. Placement Coordination referral to be completed if required.
	4. Referral for advocacy
8. Housing Options Officer will be allocated, and the allocated Social Worker will be provided with the Officer’s name and contact details.
9. Allocate Social Worker will:
	1. Arrange for the young person to be transported to the identified place of comfort.
	2. Make attempts to visit the young persons family home ASAP (anticipated to be on day 1).
	3. Work with Housing Options (for assistance if required) and Placement co-ordination on securing a Crash Pad for the young person for 1 night if they are deemed to be immediately or threatened with homelessness.
		1. The Trust will not place young people in Bed and Breakfast accommodation. Bed and Breakfast accommodation as defined in Homelessness (Suitability of Accommodation, England SI 3326 2003), is not deemed to be a suitable temporary accommodation option for 16 and 17-year-old even on an emergency basis (Homelessness Code of Guidance, CH17, 17.41).
	4. Commence the Child and Family Assessment; the housing domain must be completed on day one explaining to the young person what support may be offered from Children’s Social Care or Housing Options.
10. Allocated Social Worker and Team Manager agree an interim decision on statutory duty owed and communicate this with Bradford Housing Options and the young person stating the reasons for the decision in writing.
11. Children’s Social Care inform Housing Options Officer of the outcome of their assessment.

**On Day 2-10 (working days)**

1. If a home visit to the young persons family home was not possible on day 1, Allocated Social Worker will undertake a home visit ASAP to start the Child and Family assessment, explaining the services the young person and/or family may be entitled to receive from Children’s Social Care.
2. Bradford Strengthening Families will:
3. Commence Family Networking to explore wider family options for the young person and feed this into the Child and Family Assessment.
4. Offer mediation and undertake mediation between the young person and their family.
5. Allocated Social Worker will communicate the outcome of the Child and Family Assessment to the Young Person and Bradford Housing Options stating the reason for the decision in writing.
6. Communications between Children’s Social Care and Housing Options Officer will continue on the next course of action if a duty is owed under the 1989 Act with Children’s Social Care leading the planning.
7. If a young person is not deemed S17 or S20
	1. Where the S17/S20 is not met Bradford Council will discharge their duties under Homelessness Reduction Act 2017.
	2. Children’s Social Care will work with Housing Options Officer for further assessment under the Homeless provisions of Part 7 Housing Act 1996, as amended, if appropriate on the case-by-case basis.
	3. Housing Options Officer will take full assessment, providing accommodation if required.
	4. Where Housing Options believe that a young person has suitable accommodation, but they refuse to return to it, they will not be regarded as homeless under the 1996 Housing Act as amended\*.

*\* But depending on the reasons for refusal to return their parents may be ‘prevented’ from providing them with accommodation thus creating a s.20 duty.*

See appendix 1 for the homelessness process.

**5 Joint Children’s Social Care and Housing Options Assessment**

**Child and Family Assessment**

Factors to be considered when assessing 16–17-year-olds who are homeless or may be child in need:

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| --- | --- |
| **Dimensions of Need** | **Issues to consider in assessing young person’s future needs** |
| **1** | **Accommodation** | Does the child have access to stable accommodation? How far is this suitable to the full range of the child’s needs? |
| **2** | **Family and social relationships** | Assessment of the child’s relationship with their parents and wider family. What is the capacity of the child’s family and social network to provide stable and secure accommodation and meet the child’s practical, emotional and social needs? |
| **3** | **Emotional and behavioural development** | Does the child show self-esteem, resilience and confidence? Assessment of their relationships and the quality. Does the child demonstrate a level of age-appropriate independence and understanding? |
| **4** | **Education, training and employment** | Information about the child’s education experience and background. Assessment as to whether support may be required to enable the child to access education, training or employment. |
| **5** | **Financial capability and independent living skills** | Assessment of the child’s financial competence and how they will secure financial support in future. Information about the support the child might need to develop self-management and independent living skills. |
| **6** | **Health and development** | Assessment of child’s physical, emotional and mental health needs. |
| **7** | **Identity** | Assessment of the child’s needs as a result of their ethnicity, preferred language, cultural background, religion or sexual identity. |

**Housing Options Assessment**

Applicants who are eligible and homeless or threatened with homelessness must have an assessment of their case, which includes assessing (a) the circumstances that have caused them to be homeless or threatened with homelessness, (b) their housing needs, and what accommodation would be suitable for them, their household and anybody who might reasonably be expected to live with them and (c) the support that would be necessary for them, and anybody who will be living with them, to have and sustain suitable accommodation.

**6 Accommodation Options**

**Children’s Social Care**

Where a referral is sent to Placement Co-ordination by Children’s Social Care, they offer a number of placement options for accommodation & support.

The placement options offered by Placement Co-ordination have been specifically commissioned to meet the needs of young people. We offer high quality accommodation and support services for 16-25-year-old Care Leavers and vulnerable young people (those who find themselves homeless)

These services include accommodation and tailored support services that focus on the promotion of independent living skills and support young people into independence. All our placement options are quality assured, and all support staff are DBS checked.

The following types of accommodation are available dependant on the needs and independence skills of the specific young person.

 **Crash Pad (emergency overnight use)**

The crash pad is a self-contained flat attached to one of our Group Living facilities. The crash pad is used where we have an emergency need to accommodate a young person and is for one night only, except for weekend admissions where a young people can remain in the crash pad until Monday morning. The Group Living facility has 24/7 support staff on site that will support the young person staying in the crash pad.

 **Group Living**

Our Group Living homes offer either a bedroom with shared facilities or a self- contained room with en-suite bathroom and kitchenette. Our Group Living homes are staffed 24/7 by support staff who support young people to develop independent living skills. We have a number of Group Living homes at a range of locations which vary in size from 2 bed to 11 bed homes. Young people’s referrals are sent to Group Living providers for consideration of the young people’s individual needs and matching against other young people currently living at the home before a placement is offered.

**Supported Tenancies**

Our Supported Tenancies offer a mixture of 1- and 2-bedroom flats/apartments or houses at a range of locations. Supported Tenancies are suitable for young people who have independent living skills or as a step down from Group Living.  Supported Tenancies provide accommodation and weekly support hours (hours specified by Children’s Social Care, dependant on needs of individual young person).

**Housing Options**

Where young people present to Housing Options and triggers an Interim Duty for accommodation under s188 HA96 the following types of accommodation placement options are available dependant on the needs of the young people:

**Nightstop**

This is a non-profit organisation with volunteer hosts that are trained to provide safe accommodation for young people in the hosts own home.

**Centre Point**

This organisation has two hostels within the Bradford area, one is the Foyer and the other is at Owlet Grange. The accommodation is a room with shared facilities such as bathroom and kitchen, this is supported accommodation and the YP would be expected to attend support sessions with their allocated support worker. This organisation only accommodates people between the ages 16-25 and are specialists at providing support to YP.

**7 Out of Hours Access**

Where young people present as homeless outside of office hours, the priority must be the safety and well-being of the young person, and where needed, accommodation will be provided until the next working day.

A young person may contact the homeless team out of hours number **01274 381999**.

The homeless team will liaise with Children’s Social Care Emergency Duty Team and jointly identify suitable emergency accommodation (refer to emergency accommodation on page 10). Bed and Breakfast is not deemed as suitable.

Children’s Social Care Emergency Duty Team will ensure a contact record is generated and progress assessment of need to the Children Social Care Integrated Front Door; who will follow the timescales and process map as set out in page 9.

**8 16/17-year-olds from out of area**

16- and 17-year-olds from one Local Authority area that seek assistance from a children’s services in another Local Authority area should not be returned and Children’s Social Care must consider the young person’s immediate needs. The duty to assess falls on the authority area where the young person is requesting assistance.

If during assessment it becomes clear that young people are ordinarily resident elsewhere, where they are open to social care the decision may be made by Children’s Social Care to return the young person to their home area provided that it is safe to do so.

Enquiries should be made by Children’s Social Care with the “home authority” for them to take over the assessment of their needs. Homeless young people should not be returned to another area where there is no confirmation that accommodation is available for them.

If the young person refuses to return to where they are ordinarily resident Children’s Social Care must take into account, the child’s wishes and feelings and deal with the case as they would if the person was from the local area working in partnership with Bradford Housing Options.

**9. APPENDIX’S**

**Appendix 1 - Homeless Assessment Process**

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**Appendix 2 – Duty to Refer**



**Appendix 3 – Useful Contact Details**



**Appendix 4 – Young persons S20 Leaflet**

