

Bolton Council

Children's Services Department

Policy and Procedural Document

**Financial Policy For Young People Receiving
Leaving Care Services**

LEGISLATION

Leaving Care Act 2000

Leaving Care Act Guideline and Regulations

Children Act 2004

Children And Young Persons Act 2008

Care Leavers Regulations 2010

The Children Act 1989 Guidance and Regulations Volume 2: Care Planning ,
Placement and Case Review

The Children Act 1989 Guidance and Regulations Volume 3: Planning Transition to
Adulthood for Care Leavers

See also PPD (08) Leaving Care Services

INTRODUCTION

Children's legislation makes clear the responsibility of supporting young people in the transition from being looked after to independence lies with local authorities. Research shows that care leavers have poorer outcomes than their peers and the transition to adulthood can be particularly challenging. Making this transition is not a linear process for care leavers, many of whom have to cope with independent living much earlier than their peers. Taking this into consideration Bolton Local Authority fully support the principles for transition highlighted in The Children Act 1989 Guidance and Regulations Volume 3. Therefore when making decisions the following principles should be considered:

- Is this good enough for my own child?
- Providing a second chance if things don't go as expected.
- Is this tailored to their individual needs, particularly if they are more vulnerable than other young people?

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The financial policy below lays out the details of Bolton's financial responsibilities and intentions to Eligible, Relevant, Former Relevant and Qualifying young people. There are some exceptions to this including lone parents and young people with long term health needs or a disability.

Principles

Bolton Local Authority recognises its responsibilities as corporate parents in promoting positive outcomes and economic wellbeing for young people who are looked after and care leavers.

Our aim is that care leavers will have a supported and positive transition into independence. As already highlighted such a transition can take a number of years to be successfully achieved. This financial policy will take into account the disadvantage that care leavers have faced in their lives which sometimes causes delay in attaining positive outcomes.

Throughout this policy we recognise the importance of young people becoming financially responsible and gaining the necessary skills in budgeting. We will expect all young people to have bank accounts and where this is not the case will support them in setting these up.

It is important that young people have an understanding of their entitlements. This policy aims to give transparency to this process.

1 ELIGIBILITY FOR A LEAVING CARE SERVICE

The Children (Leaving Care) Act 2000 and the Children and Young Persons Act 2008 introduced new categories of young people who should receive a leaving care service:

1.1 Eligible

Eligible young people are those looked after aged 16 and 17 years of age who have accumulated 13 weeks (excluding periods of respite care) since their fourteenth birthday.

1.2 Relevant

Relevant young people have met the above criteria and are no longer looked after but are under 18.

1.3 Former Relevant

Former Relevant young people are 18 or over but under 21 and were previously Eligible and Relevant.

1.4 Qualifying

There are different groups of young people that fall under the Qualifying category:

- Young people who are over 16 and under 21 years of age who were looked after including private fostering when over 16 years of age but still a child but no longer are.
- Young people aged 16 but under 21 for who a special guardianship order is in force or was in force for those over 18 and immediately before the making of that order they were looked after;

These young people will be entitled to advice and guidance and in some circumstances limited financial assistance which will be given in agreement between Team Managers and the Head of Service.

1.5 Former Relevant Who are Pursuing Further Education/Training

Young people who were previously Former Relevant who have informed the local authority it is their intention to pursue or are pursuing a programme of education and training.

2 ELIGIBLE AND RELEVANT YOUNG PEOPLE

Bolton Children's Service's are responsible for providing accommodation and income maintenance for this group of young people. Accommodation needs will be assessed individually and income maintenance adjusted as required.

2.1 Young People Living In Foster Care/Residential Care

Within this category there will be young people in varying circumstances.

2.1.1 Young People Attending School Up To Statutory School Age

The financial arrangements for these young people will be as set out in the residential/fostering allowance scale.

2.1.2 Young People Not Attending School But Of Statutory School Age

Individual consideration will be given to offering an incentive to encourage a young person to engage in some level of educational provision. This will be done in consultation with the Head of Service.

2.1.3 Young People Attending Further Education (College/Sixth Form)/ Training

Travel costs will be provided by carers for young people attending full time education.

2.1.4 Young People In Training

Travel costs will be provided by carers for young people attending training.

2.1.5 Young People Who Are Not In Education, Employment Or Training

For those young people not in education, employment or training (NEET) there will be regular action meetings between Leaving Care social worker, Connexions worker and the young person to address their NEET status.

When the young person has been NEET for 6 weeks a referral will be made to the preparation for work skills course run by Bolton Mediation for up to six sessions. Young people will be given £10 per session. It is hoped that completion of this course will give the young person the requisite skills to assist them in moving towards securing education, employment or training.

2.1.6 Young People In Looked After Support into Employment (LASE)

As from 1 March 2011, all new young people referred to LASE will be paid the following rates.

Allowance rates: £20 per day + travel allowance

These rates are for young people aged 16 and above:

The number of days that a young person will be on LASE will be based on individual factors and whether they are undertaking accredited training linked to their LASE placement.

It is possible that if a young person is doing well enough to be on placement for five days a week they could be earning £100 plus £15.50 a week travel allowance. This will be agreed within a monitoring meeting with the workplace mentor, social worker and scheme co-ordinator.

It is agreed that no young person should be at a financial disadvantage for being on the LASE Scheme. If this is the case a consultation with the Head of Service will take place to address this

2.2 Young People Living In Supported Accommodation

Within this category there will be young people in varying circumstances:

2.2.1 Young People Living In High Supportive Semi-Independence (eg, staffed 24hrs)

This will generally be for young people with high support needs and the placement will be agreed with Head of Service. The financial arrangements for these young people will be discussed with the provider. If the young person is working full time and earning income support level plus £40 (weekly), then income maintenance from the Leaving Care Team will cease. If a young person is earning less than this amount, income maintenance will be provided in order to make up the weekly sum to that of income support plus £40. This will be the maximum amount given. £25 will be deducted at source for food and utility costs. If a young person refuses to provide evidence of their wage, top up of income maintenance monies will be withheld until evidence is provided. The provision of a bus pass will be decided on an individual basis.

Young people who are NEET will be entitled to the equivalent of Income Support/Job Seekers Allowance level. £20 of this will be paid towards food and utility costs direct to the accommodation provider.

When the young person has been NEET for 6 weeks a referral will be made to the preparation for work skills course run by Bolton Mediation for up to six sessions. Young people will be given £10 per session. It is hoped that

completion of this course will give the young person the requisite skills to assist them in moving towards securing education, employment or training.

2.2.2 Young People In High Supported Tenancies

This will generally be for young people with high support needs and the placement will be agreed with the Head of Service. The financial arrangements for these young people will be discussed with the provider. If the young person is working full time and earning income support level plus £40 (weekly), then income maintenance from the Leaving Care Team will cease. If a young person is earning less than this amount, income maintenance will be provided in order to make up the weekly sum to that of income support plus £40. This will be the maximum amount given. If a young person refuses to provide evidence of their wage, top up of income maintenance monies will be withheld until evidence is provided.

Young people who are NEET will be entitled to the equivalent of Income Support/Job Seekers Allowance level. £20 of this will be paid towards food and utility costs direct to the accommodation provider.

When the young person has been NEET for 6 weeks a referral will be made to the preparation for work skills course run by Bolton Mediation for up to six sessions. Young people will be given £10 per session. It is hoped that completion of this course will give the young person the requisite skills to assist them in moving towards securing education, employment or training.

2.2.3 Young People in Supported Lodgings

If the young person is working full time and earning income support level plus £40 (weekly), then income maintenance from the Leaving Care Team will cease. If a young person is earning less than this amount, income maintenance will be provided in order to make up the weekly sum to that of income support plus £40. This will be the maximum amount given. If a young person refuses to provide evidence of their wage, top up of income maintenance monies will be withheld until evidence is provided.

Young people who are NEET will be entitled to the equivalent of Income Support/Job Seekers level. From this they will be required to pay £20 per week to the householder as a contribution to food and bills. If the young person does not pay, this money will be paid to the householder direct.

When the young person has been NEET for 6 weeks a referral will be made to the preparation for work skills course run by Bolton Mediation for up to six sessions. Young people will be given £10 per session. It is hoped that completion of this course will give the young person the requisite skills to assist them in moving towards securing education, employment or training.

2.2.4 Young People In Supporting People Tenancies

This will generally be for young people who have some level of independence skills but still require low level support. In such tenancies young people will be expected to pay their own bills (this could include service charges) and budget accordingly for their living expenses.

If the young person is working full time and earning income support level plus £40 (weekly), then income maintenance from the Leaving Care Team will cease. If a young person is earning less than this amount, income maintenance will be provided in order to make up the weekly sum to that of income support plus £40. This will be the maximum amount given. If a young person refuses to provide evidence of their wage, top up of income maintenance monies will be withheld until evidence is provided.

Young people who are NEET will be entitled to the equivalent of Income Support/Job Seekers Allowance).

When the young person has been NEET for 6 weeks a referral will be made to the preparation for work skills course run by Bolton Mediation for up to six sessions. Young people will be given £10 per session. It is hoped that completion of this course will give the young person the requisite skills to assist them in moving towards securing education, employment or training.

2.3 Young People Living Independently

We do not expect a high number of Eligible or Relevant young people will be able) to maintain independent living without ongoing support. However, for those who are assessed as having the necessary skills and wish to apply for social housing an agreement for an equitable tenancy will be sought by the Team Manager from the Head of Service.

If the young person is working full time and earning income support level plus £40 (weekly), then income maintenance from the Leaving Care Team will cease. If a young person is earning less than this amount, income maintenance will be provided in order to make up the weekly sum to that of income support plus £40. This will be the maximum amount. If a young person refuses to provide evidence of their wage, top up of income maintenance monies will be withheld until evidence is provided.

Young people who are NEET will be entitled to the equivalent of Income Support/Job Seekers Allowance.

In such tenancies young people will be expected to pay their own bills and all living expenses.

When the young person has been NEET for 6 weeks a referral will be made to the preparation for work skills course run by Bolton Mediation for up to six sessions. Young people will be given £10 per session. It is hoped that completion of this course will give the young person the requisite skills to assist them in moving towards securing education, employment or training.

It is agreed that no young person should be at a financial disadvantage for living independently. If this is the case a consultation with the Head of Service will take place to address this.

2.4 Young People in Emergency Accommodation

This will be for young people experiencing difficulties in maintaining accommodation. There should be few young people in this type of accommodation; however, it is important to acknowledge that it may occur.

Young people who are NEET will be entitled to the equivalent of Income Support/Job Seekers Allowance level. In recognition of the difficulties experienced by young people in these circumstances, additional funding may be available in consultation with Team Managers. This could take into account for example, loss of clothing, no cooking facilities on premises etc. An assessment of risk and vulnerability will be undertaken and will inform the making of such payments. Where risk and/or vulnerability necessitates frequent contact with a young person these payments may be distributed in smaller amounts to enable welfare monitoring to take place.

In such circumstances the provision of bus passes will be considered to enable young people to access the necessary support systems.

When the young person has been NEET for 6 weeks a referral will be made to the preparation for work skills course run by Bolton Mediation for up to six sessions. Young people will be given £10 per session. It is hoped that completion of this course will give the young person the requisite skills to assist them in moving towards securing education, employment or training.

2.5 Young People In Custody

For Eligible and Relevant young people the following allowances will be given:

- £10 a fortnight) postal orders will be sent to the young person to enable them to purchase stamps, phone cards and toiletries.
- Young people can request items in exceptional circumstances.
- Birthday and Festival allowances will be made at the agreed amount. However, only £50 will be sent to the young person whilst they are in custody and the remainder will be given on release.
- Three weeks before their release date, the equivalent of Income Support/Job Seekers Allowance), this will allow for the purchase of clothing and essential items on their release.
- If a young person is remanded to custody, accommodation costs for young people in their own tenancies will continue to be paid for up to three months. After this period any further payment will be decided by the Head of Service.

2.6 Young People In Hospital

For young people who are in hospital and expected to remain there for some time, benefit entitlement will be explored to confirm whether a young person is eligible for benefit dependent on their particular circumstances.

If a young person is not eligible for benefit payment then income maintenance payments will be made to the same level as young people living in high supportive semi-independence accommodation. This is on the basis that similar circumstances exist; young person has no bills or food to pay for.

2.7 Young People Living At Home Subject To A Care Order

It is expected that parents will encourage their son/daughter to engage in positive activities leading to education, employment or training. It is also expected that parents have a responsibility to provide financial support for their child. However, it is recognised that some families will experience difficulties and therefore consideration may be given for assistance. Decisions will be made in consultation with a Head of Service taking into account the young person's circumstances.

If the young person has been NEET for 6 weeks a referral will be made to the preparation for work skills course run by Bolton Mediation for up to six sessions. Young people will be given £10 per session. It is hoped that completion of this course will give the young person the requisite skills to assist them in moving towards securing education, employment or training.

3. TRIPS AND ACTIVITIES

The importance of all young people's involvement in positive activities is recognised. As part of the assessment process for the Pathway Plan, a young person's interests will be identified and encouraged within the plan. Every effort will be made to link young people into existing funding sources. When this is not possible a decision will be made on an individual basis by team manager in consultation with a Head of Service.

4. FORMER RELEVANT YOUNG PEOPLE

At 18 years of age the emphasis is more on advice and support, however consideration will be given for financial assistance in respect of helping a young person to secure/maintain education/training/employment. A young person will need to be engaging with their pathway plan.

Financial requests from Former Relevant young people in other circumstances will be considered in consultation with a team manager.

Former Relevant young people who are not in education, employment or training are eligible to claim benefits, either Income Support or Job Seekers Allowance. The expectation is that they will maintain their benefit claim.

Former Relevant young people who become homeless should still be able to maintain a benefit claim and appropriate advice and support will be given. (Refer to the Joint Working Homeless Protocol for Former Relevant Young People).

4.1 Former Relevant Young People in Higher Education

For young people who have applied to attend university, Leaving Care workers will complete a financial proforma (see appendix 1). This will show clearly what financial support the young person can expect to receive.

For all young people attending university Bolton Children's Services will pay accommodation costs 52 weeks a year. These costs will be paid direct to the provider.

For young people remaining with previous foster carers the staying put allowance will be paid to the foster carers.

For those living in halls of residence who return to Bolton for vacations, accommodation for this period will be paid in negotiation with a Team Manager (as long as there is no cost for halls of residence). For those living in other forms of accommodation no additional vacation accommodation will be paid.

Government guidelines recommend the provision of a £2,000 bursary to mitigate against the higher levels of debt accrued by care leavers than their peers. Bolton Children's Services will pay this bursary to all young people attending university. In the first year this will be divided either weekly or monthly. However, in recognition of the difficulties faced by care leavers this will be made up to the equivalent of income support levels and matched each year for the duration of the course. This funding will be maintained whilst young people continue to attend university. In addition to this, a young person will be expected to apply for a maintenance grant from the Student Loan Services and any other funding available to care leavers eg Access to Learning Fund. This financial support is given to reduce the need for young people to apply for student loans. Additionally, to ease the financial pressure young people will be encouraged to actively seek part time work.

It is possible that some young people may wish to continue onto Masters Level studies once they finish their first degree. The Student Loan Scheme is not available for any person wishing to undertake study at Master or PhD level – all students are expected to be self funding. Bolton Children's Services will not be able to financially support a young person undertaking Master or PhD level studies. It may be that some non financial support will be available from Bolton Children Services if the young person begins the course aged 24 or

under; or the course is a continuation of the studies previously undertaken and there is no break in study.

4.1.1 Travel Costs

Bolton Children's Services will pay for up to six return journeys between university and Bolton per year.

4.1.2 Equipment

For all young people attending university consideration will be given to provision of a laptop dependent on individual circumstances.

A discretionary fund of £150 a year will be available for books/equipment. For specialist equipment totalling significantly more than this a year an application to the Resource Management Panel will need to be made by the Leaving Care worker.

4.1.3 Positive Outcome

Discretionary support will be given towards the costs of the graduation ceremony.

4.2 Former Relevant Young Adults in Higher Education Post 21

In accordance with the requirements of the Children and Young Persons Act 2008 an assessment of need will be undertaken (see Appendix 2).

A pathway plan focussing on educational needs will be drawn up following an assessment by a Leaving Care Team worker. This pathway plan will inform the decision as to what assistance will be given. The maximum level of financial assistance will be £2,000 bursary plus rent towards vacation accommodation.

In order to receive higher education financial support from Bolton Children's Services a young person must start their university course aged 24 or under.

It is possible that some young people may wish to continue onto Masters Level studies once they finish their first degree. The Student Loan Scheme is not available for any person wishing to undertake study at Master or PhD level – all students are expected to be self funding. Bolton Children's Services will not be able to financially support a young person undertaking Master or PhD level studies. It may be that some non financial support will be available from Bolton Children Services if the young person begins the course aged 24 or under; or the course is a continuation of the studies previously undertaken and there is no break in study.

4.3 Former Relevant Young People in Further Education

Within this category there will be young people in varying circumstances as indicated in the list below:

4.3.1 Former Relevant Young People Remaining In Foster Care

Young people who have been looked after sometimes delay entry into further education due to their earlier disadvantage.

Young people, up to the age of 18, who have the ability to achieve in further education with the help of Leaving Care workers, will be able to apply to Bolton Children's Services. The Head of Service Children Resources will authorise payment of the continuing care allowance to the foster carer. This application will need to demonstrate planning and commitment from the young person to engage fully with further education. If full commitment to education is not maintained this could lead to a notice of placement termination. This would be a planned move facilitated by the Leaving Care worker.

The benefit system does not always support a late entry into further education and therefore consideration will need to be given for financial support. Although young people will be encouraged to find part time work the application for a foster care extension will need to identify what level and duration of financial support is required.

4.3.2 Former Relevant Young People Wanting To Access Further Education

We want to support former relevant young people who wish to undertake educational courses to enhance outcomes. We recognise that the benefit system discriminates against young people who seek to enter further education at an age later than their peers. Therefore consideration will be given for financial assistance. This can be either for course fees, weekly maintenance or for necessary equipment. The pathway plan needs to evidence a longer term plan to return to education. The decision as to the level of assistance given will be made in conjunction with the Head of Service.

4.3.3 Former Relevant Young Adults Entering Further Education Post 21

In accordance with the requirements of the Children and Young Persons Act 2008 an assessment of need will be undertaken (see Appendix 2).

A pathway plan focussing on educational needs will be drawn up. A worker will be allocated to undertake the pathway plan assessment. The pathway plan will inform the decision as to what assistance will be given which may not be in monetary form. Decisions in respect of level of assistance will be made by team managers in conjunction with the Head of Service.

4.4 Transition Arrangements at 18 If NEET

Young people aged 18 not in education, employment or training must make an appropriate claim for benefits on or as soon as possible after their 18th birthday.

There is a minimum two week delay from application to receipt of benefit and occasionally longer. Therefore, weekly maintenance money will continue to be paid for up to one month following the young person's 18th birthday. Any benefit received covering this time period will be required to be repaid to the Leaving Care Team by the young person. The Leaving Care Team worker must establish the reason for longer than average delay.

If a young person does not engage in the benefits claim process the weekly maintenance money will be reduced or stopped. This decision will be made via a consultation between the Leaving Care worker and Team Manager. When a benefits claim has been lodged and accepted the young person should be eligible to apply for a crisis loan. When deciding to stop weekly maintenance money this income will be taken into account.

For the Leaving Care Team to continue to pay benefit rate to a young person, we must establish why there has been a longer than average delay and therefore the young person must give signed permission (see Appendix 3) for the Leaving Care Team to seek information re the status of any benefit claim with the benefit agency. If a young person refused to give this permission equivalent benefit payments from the Leaving Care Team will cease.

4.5 Former Relevant Young People in Custody

A discretionary fund will be available for Former Relevant young people who are in custody. This is to purchase essential items during their sentence. The distribution of this money will be in consultation between the Leaving Care worker and Team Manager.

4.6 Former Relevant Young People Who Will Be Homeless On Release

In exceptional circumstances one night's emergency accommodation will be paid for by the Leaving Care Team, this will be on the understanding that the young people will present to Homeless Welfare on the following day. As a first option Bolton Nightstay will be utilised for this purpose. This will be in consultation with the Team Manager. Following this negotiation will be undertaken with Homeless Welfare to agree suitable accommodation.

5. SETTING UP HOME GRANT (SUHG)

This is a discretionary grant of £1,150 available to Eligible, Relevant and Former Relevant care leavers when they are setting up home. First tenancies for care leavers are not always successful and therefore it is recommended that not all of the SUHG be used at once. Those young people over 18 and eligible to apply for a Community Care Grant (CCG) will be encouraged to do so. However, any award of CCG will not be deducted from their SUHG.

The SUHG will be available to young people until they are 21 or 24 if they are in higher education and can be accessed as necessary in negotiation with the Leaving Care worker.

6. GENERAL ENTITLEMENTS

All care leavers up to the age of 21 are entitled to the purchase of:

- A passport
- A birth certificate

For other entitlements, such as those listed below, agreement will be by team managers in conjunction with the Head of Service.

- A provisional driving licence
- Proms outfit to the sum of £100 subject to exam attendance
- Educational materials including books and equipment.

6.1 Contact

Bolton Children's Services recognises the importance for young people of maintaining family and friends contact.

For Eligible and Relevant young people regular contact will be encouraged and facilitated either by staff accompaniment or payment of fares.

As young people get older it is expected that they will begin to make a greater contribution to payment of fares. However, Bolton Children's Services still recognises its responsibility to play a part in facilitating contact.

For Former Relevant young people aged 18 and 19 whose family and friends live in Bolton or close by a once a month payment will be made to facilitate contact.

Young people whose family/friends live a significant distance away arrangements will be agreed on an individual basis, for example, agreement to fund 3 or 4 trips per year. Any negotiation will take into consideration the young person's earnings.

6.2 Clothing

For all young people a discretionary approach will be taken to providing clothing to facilitate them being or becoming EET. These young people need to be in touch and cooperating with their Pathway Plan. This will be in consultation with the Team Manager.

6.3 Bus Passes

For Eligible and Relevant young people who are NEET a bus pass may be given in the following circumstances:

- Preparation for Work sessions
- Job/training interviews
- Court appearances
- Verified appointments with other agencies
- To get to emergency accommodation

Young people will be expected to give proof of the above interviews and workers may check whether they have been used appropriately. Young people's use of bus passes will be monitored and if inappropriate may result in refusal in future.

Access to bus passes for Former Relevant young people will be made in consultation with Team Managers.

A record of the provision of bus passes will be made by Administration Staff and reviewed by the Team Managers.

6.4 Birthday Allowances

Eligible and Relevant young people will receive the agreed fostering allowance rate.

Eligible and Relevant young people living at home with parents or family will receive £50 birthday allowance.

Former Relevant young people will receive £25 on their 19th, 20th and 21st birthdays if they are in touch and cooperating with their Pathway Plan.

6.5 Festival Allowance (Christmas/Cultural Celebration)

Eligible and Relevant young people will receive a Christmas or Cultural celebration allowance at the agreed fostering rate.

Eligible and Relevant young people living at home with their parents or family will receive £25 Christmas or Cultural Celebration allowance if in touch and cooperating with their Pathway Plan.

Former Relevant young people will receive a Christmas or Cultural celebration allowance of £25 if in touch and cooperating with their Pathway Plan.

6.6 Holiday allowances

Eligible young people in residential or foster care will receive the agreed allowance. Other eligible and relevant young people who are engaging in the pathway process will be considered for an allowance of £300 a year.

Whilst we have aspirations for all of our young people to participate in positive activities this significant financial commitment will be seen as a reward for young people who fully engage in all plans to achieve positive outcomes. For example a young person may be NEET but has engaged in the necessary activities to address this issue. These may include:

- Appointments with Connexions
- Attendance at work preparation sessions
- Basic skills courses etc.

There will be no entitlement to holiday allowances for the following:

- Young people at home with parents
- Young people in custody
- Young people who are Former Relevant

7. YOUNG PREGNANT WOMEN/LONE PARENTS

Eligible or Relevant young women who are pregnant are able to make a benefits claim at the 28th week of pregnancy. When the benefits claim is established, the young person can claim a maternity grant.

If a young person refuses to engage in the benefit claim process the weekly maintenance money may be reduced or stopped. This decision will be made in consultation between Team Managers and the Head of Service.

Where a young person (Eligible, Relevant and Former Relevant) is unable to access a benefits claim or maternity grant, consideration will be given for additional financial support. This will include weekly maintenance money and a maternity allowance of up to £500 for child care equipment.

8. COMPLAINTS

If a young person is unhappy with a decision made in respect of financial support offered, the decision will be discussed between the young person and team manager. If no resolution is agreed upon then the Head of Service will be asked to review the decision.

A young person can make a complaint to Action For Children or Angela Lohan, complaints officer if they remain unhappy with decision made.

Financial proforma for young people in Higher Education

Name:

Date of birth:

Worker:

University:

Course:

Type of accommodation:

Cost/amount:

Grants applied for:

Maintenance from Bolton Children's Services:

Weekly / Monthly paid?

Is a laptop required?

Yes / No

Does the young person require vacation accommodation?

Yes / No

Clearing fees paid?

Yes / No

Summary of young person's financial situation and any outstanding costs:

Financial Proforma for Former Relevant Young Adults Post 21 In Education

This proforma is in respect of:

Higher Education

Further Education

(please circle)

Name:

Date of Birth:

Course:

Duration of Course:

College/University:

What income will the young person have for the duration of the above course:

What expenses will the young person have for the duration of the course:

	Costs
Accommodation	
Travel	
Equipment	
Laptop	

(blank rows left for other expenses to be added per individual case)

Worker:

**AGREEMENT BETWEEN YOUNG PERSON AND LEAVING CARE TEAM,
BOLTON CHILDREN SERVICES IN RESPECT OF OBTAINING INFORMATION
ON BENEFIT CLAIMS**

Name of young person:

Date of Birth:

National Insurance No:

**I, _____, given permission for a worker from Bolton
Children's Services Leaving Care Team to speak to the benefits agency in
respect of my claim for**

Income Support

Job Seekers Allowance

**I understand that this information is being obtained in order to ensure that my
claim has been established and that I am in receipt benefit monies.**

Signed

Date