



Lancashire's Financial Procedures for Care Leavers

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Financial Provision for 'Eligible' and 'Relevant' Young People Living Independently

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Section 1: Definitions

This document relates to financial provision for young people who are considered 'eligible' and 'relevant' under:

- The Children (Leaving Care) Act 2000
- The Children Act 1989 Guidance and Regulations 2010 Volume 2: Care Planning, Placement and Case Review Regulations
- The Children Act 1989 Guidance and Regulations 2015 Volume 3: Planning Transitions to Adulthood
- The Care Leavers (England) Regulations 2010
- The Children and Social Work Act 2017
- The Lancashire Corporate Parenting Strategy

These may be defined as:

Eligible young people

- 16 and 17 year olds who have been looked after for at least a total of 13 weeks since the age of 14 and are still looked after (the 13 weeks may be continuous or include separate episodes of care but exclude short-term placements made as respite care; but must include a period of time after the age of 16).
- There is a duty to support these young people up to the age of 18, wherever they are living.
- A young person over the age of 16 who is subject to a Care Order and is living with a parent (or someone with parental responsibility) under the Care Planning, Placement and Case Review (England) Regulations 2010 (Part 4) remains an eligible young person while the Care Order remains in force. Following the discharge of the Care Order the young person is then considered a relevant young person (up to the point where the decision is made by a review of the Pathway Plan that the placement has been successful for 6 months or more at which point the young person is considered a qualifying young person under Section 24, Children Act 1989).
- Unaccompanied asylum seeking young people under the age of 18 may be considered eligible or relevant dependant on their legal status and whether or not they are living independently. They also have an asylum and immigration status which needs to be taken into account as part of the Pathway Planning process.

Relevant young people

- 16 and 17 year olds who have been looked after under Section 20, Children Act 1989 for at least a total of 13 weeks since the age of 14 and who are no longer looked after.
- There is a duty to support relevant young people up to the age of 18, wherever they are living.
- A young person aged 16 and 17 who was previously subject to a Care Order and is living with a parent (or someone who is not their parent but has parental responsibility for them or to whom a Residence Order was granted immediately before a Care Order was granted) under Care Planning, Placement and Case Review (England) Regulations 2010 (Part 4) is considered an eligible young person up to the point where their Care Order is discharged or revoked and after a period of 6 months. At that point they become relevant up to the point where the decision is made by a review of the Pathway Plan that the placement has been successful for 6 months or more (the 6 months can include time prior to the Care Order being revoked / discharged) at which point the young person is considered a qualifying young person under Section 24, Children Act 1989. Should the living arrangements break down before the young person is 18 and they cease to live with the person concerned, they should be considered a relevant young person again.
- A young person who was looked after under Section 20, Children Act 1989 and returns home to live with a parent (or someone with parental responsibility) is considered relevant for the first 6 months of their return home and up to the point where the decision is made by a review of the Pathway Plan that the placement has been successful for 6 months or more at which point the young person is considered a qualifying young person under Section 24, Children Act 1989.
- Unaccompanied asylum seeking young people under the age of 18 may be considered eligible or relevant dependant on their legal status and whether or not they are living independently. They also have an asylum and immigration status which needs to be taken into account as part of the Pathway Planning process.
- A young person is also considered relevant if, having been looked after for at least a period of 13 weeks, they are then detained after their 16th birthday either in hospital, a remand centre, young offenders' institution or secure training centre and this detention changes their status of being a looked after young person (e.g. a young person who is looked after under Section 20, Children Act 1989).

Living independently

- Being placed in independent, supported or unsupported accommodation
- Residing with a family member or friend who does not have parental responsibility and is not their parent irrespective of parental responsibility; the arrangement has been assessed by Children's Social Care and is supported as part of the young person's Pathway Plan.

Section 2: Income	
Funding Area	Lancashire Commitment
<p>Income / Benefits <i>(Eligible and Relevant young people living independently up to 18th birthday)</i></p>	<ul style="list-style-type: none"> • A Leaving Care Allowance of up to £57.90 (Job Seekers Allowance / Income Support level 2015) may be paid to young people up to the age of 18 living independently per week. This allowance will continue to be paid regardless of any other income the young person has, such as a Further Education grant, training allowance or wages from employment. • A Leaving Care Allowance is paid to a young person to cover the costs of day to day living including food, utility bills, general travel, social life and entertainment and toiletries. • Where a young person is in full-time employment with a net income above the Leaving Care Allowance level (see section on Education, Employment and Training) they will be expected to cover the cost of all utility bills associated with their accommodation. • Where an eligible or relevant young person is a lone parent caring for their child they may be entitled to claim benefits for themselves. • Any benefits the young person receives for themselves will be in place of the Leaving Care Allowance unless the level of benefits received is below the Leaving Care Allowance level in which case a Leaving Care Allowance would be paid to top-up the benefit rate to the standard rate. • Pregnant relevant or eligible young people are unable to receive the Sure Start Maternity Grant until their child is born. Based on assessed needs a one off sum of up to £200 will be provided to enable a young person to purchase necessary basic items prior to the birth of the child. • Where a pregnant eligible or relevant young person living independently is unable to claim benefits prior to the child's birth, support under section 17 should be considered in respect

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	<p>of the unborn child.</p> <ul style="list-style-type: none">• Where an eligible or relevant young person is in custody they will not receive the full Leaving Care Allowance. The Local Authority will provide 'pocket money' to the young person at a maximum of £10 per month.• Where a young person receives Disability Living Allowance this is an additional payment on top of any Leaving Care Allowance received to reflect the additional needs and associated costs of that young person.• Where a young person living independently has an illness or disability that affects their ability to work they may be entitled to receive an Employment and Support Allowance.• Young people under the age of 18 are not expected to pay Council Tax and therefore cannot claim any benefits related to this.
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Section 3: Accommodation	
Funding Area	Lancashire Commitment
Rent / Accommodation Costs	<ul style="list-style-type: none"> • Full rent costs paid based on assessed need to include a range of independent, supported and unsupported accommodation up to the age of 18. • If a young person wishes to live with their partner only half the rent will be paid (if this plan is supported by the Local Authority as part of the Pathway Plan) with the young person's partner paying the remaining half of the rent.
Removal Expenses	<ul style="list-style-type: none"> • Removal expenses for up to 2 changes of address will be funded. <p>Where the young person is moving home with a partner only half the removal expenses will be paid.</p>
Rent Deposit / Bond / Administration Fees	<ul style="list-style-type: none"> • Based on assessed need and outlined in the Pathway Plan, the Local Authority will fund one rent deposit (4 weeks rent in advance) / bond / accommodation administrative fees for an eligible, Relevant or Former Relevant young person. • The sum paid for administrative fees is not a set rate. • Where a young person wishes to move address and is due to have their bond returned then this bond can be carried forward to the new property and increased if there is a need. • The Local Authority may fund a further rent deposit (4 weeks rent in advance) and/or bond and/or accommodation administrative fees in exceptional circumstances to enable a young person to move from their initial accommodation or where they have had to leave in an unplanned way. • If a young person wishes to live with their partner only half the rent deposit / bond / administrative fees will be paid (if this plan is supported by the Local Authority as part of the Pathway Plan). • 6 Months Assured Rent to facilitate access to Private Rental Properties– See Former Relevant for details.
Utility Bills <i>(water, electric, gas)</i>	<ul style="list-style-type: none"> • Young people will be expected to pay for utility bills from any Leaving Care Allowance and/or wage received. • Where a young person's utility bills are paid by the Local Authority as part of accommodation costs (e.g. in supported lodgings placements) then dependant on cost, the cost of the

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	<p>utility bills or a contribution towards the cost will be deducted from the Leaving Care Allowance received by the young person.</p>
Support	<ul style="list-style-type: none"> The Local Authority will fund or provide the support the young person needs up to their 18th birthday based on assessed needs.
Transportation of Clothing and Possessions	<ul style="list-style-type: none"> Appropriate means of transporting / moving a young person's clothing and possessions will be provided (e.g. suitcase / holdall / rucksack).
Setting Up Home Allowance	<ul style="list-style-type: none"> Setting up Home Allowance (Rates a & b) up to £2,450 up to 25 years old. a) where a young person moves into a privately rented accommodation and b) refers to social housing accommodation where additional costs may be incurred such as carpets etc. All based on assessed need. Rate A: £2,250 Rate B: £2,450 Accessible by young people aged 16 – 25 (up to age 25 as a maximum age) for setting up home items identified as needed in the Pathway Plan and based on 'need', not 'want'. The first TV licence will be funded by the LA and any subsequent TV licence up to the age of 18. A TV will not be purchased for a young person without a TV licence being funded. When a young person moves into accommodation where they need their own contents insurance this will be funded for the first year (and any subsequent years, up to the age of 18). This is a mandatory payment to protect the young person's belongings and is none transferable.
Starter Pack for Setting Up Home	<ul style="list-style-type: none"> When a young person moves into their own independent accommodation for the first time, as a one-off payment the Local Authority will fund a £70 one off payment directly to the young person which covers the following: £30 towards utilities, £10 towards cleaning, £30 towards food as a 'starter pack' for a young person. The Pathway Plan expenditure can also cover the purchase of a Carbon Monoxide monitor (where relevant), Fire Blanket, First Aid Kit and Smoke Alarm (where not a legal requirement as part of the tenancy). In exceptional circumstances a second starter pack may be provided for a young person moving on to other independent accommodation.

Section 4: Education / Training / Employment	
Funding Area	Lancashire Commitment
<p>Further Education (A-Levels / AS Levels / Further Education College)</p>	<ul style="list-style-type: none"> • Funding will be available for re-sitting GCSE's / A Levels / AS Levels if the young person requests and is committed to this. • Young people commencing a course of Further Education from the age of 16 and before the age of 19 may be entitled to access the 16-19 Bursary Fund and receive a bursary of up to £1,200 a year from their school, college or training provider to fund transport costs or equipment. • Schools / colleges / training providers will set out the conditions students should meet to receive a bursary (e.g. attendance or behaviour) and when it will be paid. • If a young person cannot access the Bursary Fund during college / school holidays then the Leaving Care Allowance Enhancement can be paid to the young person to replace the Bursary Fund amount up to a maximum of £25 a week .This is conditional on the young person planning to continue the course after the college / school holidays. • If a young person cannot access the Bursary Fund at all then the Leaving Care Allowance Enhancement can be paid to the young person to cover the cost of public transport costs or equipment up to a maximum amount of £25 a week. Receipt of the Leaving Care Allowance Enhancement is based on satisfactory attendance levels at college / school. • If an eligible or relevant young person is a parent and wishes to continue with a Further Education course of study they may be entitled to access a Care to Learn Grant for funding towards childcare and travel costs. <p style="text-align: center;">https://www.gov.uk/care-to-learn/how-to-claim</p>
<p>Course Equipment (books, stationary, trips linked to course of study, computer etc)</p>	<ul style="list-style-type: none"> • Young people can access the Bursary Fund (up to £1200) via the college to fund public transport costs or equipment. • An application for a Personal Education Plan Support Allowance (PEPSA) application is to be made to cover the cost of one-off course equipment or educational trips. • Where a Personal Education Plan Support Allowance application has been received up to the maximum amount or applied for and refused and the young person is unable to access the Bursary Fund then necessary course equipment may be funded from the Leaving Care budget, based on

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	<p>assessed need</p> <ul style="list-style-type: none"> • Eligible and relevant young people who are parents may be able to access a Care to Learn Grant to cover costs of transport towards attending their course
Part-Time Education / Training / Voluntary Work	<ul style="list-style-type: none"> • A Leaving Care Allowance Enhancement of up to £25 a week may be paid on top of any Leaving Care Allowance to young people undertaking part-time education / training and/or a minimum of 5 hours voluntary work per week as an incentive to continue this if they cannot access a Bursary Fund. • Where a Leaving Care Allowance Enhancement is paid to a young person for attending part-time training, education or undertaking voluntary work it may be paid to them as a regular payment at the same time as the Leaving Care Allowance, in advance or retrospectively, based on attendance and commitment. • Payment of any Leaving Care Allowance Enhancement may be time-limited <p>Where a young person receiving a Leaving Care Allowance is undertaking part-time employment then their income will not be deducted from any Leaving Care Allowance received as an incentive to encourage them to continue to work.</p>
Higher Education	<i>Explained in the Procedures and Policy relating to Former Relevant and Qualifying care leavers</i>

Section 5: Leisure and wellbeing	
Funding Area	Lancashire Commitment
Celebrations	<ul style="list-style-type: none"> • A £50 allowance will be provided for eligible and relevant young people in recognition of their 17th and 18th Birthdays • On two occasions 1 weeks' extra full Leaving Care Allowance at the rate of £57.90 will be provided to support a young person to celebrate one recognised religious/cultural celebration a year at age 17 and at 18. An example might be Christmas.
Hobbies / Leisure Activities / Talents / Skills	<ul style="list-style-type: none"> • Funding may be agreed to support young people to be involved in hobbies or structured leisure activities, or to support a talent or skill; based on assessed need and benefit to the young person. • Funding may be provided for a regular activity or equipment costs.
Driving Lessons	<ul style="list-style-type: none"> • Driving lessons will be funded if linked to a future career or employment where the young person has demonstrated a commitment to this plan up to their 18th birthday. These may start before they are 18 but end afterwards. • The young person will be expected to contribute 10% towards the cost of each driving lesson. • Driving lessons will not be funded if there are concerns regarding a young person's substance or alcohol misuse or offending behaviour related to motor vehicles. • The number of lessons provided will be based on assessed need and not exceed a total of 20 lessons. For eligible and relevant young people supported by Transitions/SEND additional lessons may be funded based on assessed need. • Where driving lessons are agreed, funding will be made available for the cost of lessons up to the theory test and if this is passed successfully, to the practical test. • Funding for one theory test and one practical test will be provided by the Local Authority.
Driving Licence	<ul style="list-style-type: none"> • Provisional licence will be funded up to the YP's 25th birthday. Any loss to the driving licence is the responsibility of the young person and replacement costs met by them.

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Passport	<ul style="list-style-type: none"> Funding of a passport will be provided up to the age of 25. Any loss to the passport is the responsibility of the young person and replacement costs met by them.
Clothing Allowance <i>(Day-to-day, interview and work wear / maternity)</i>	<ul style="list-style-type: none"> A £150 clothing allowance will be provided twice a year for relevant and eligible young people living independently up to their 18th birthday. Up to £100 Interview clothing or work wear clothing allowance may be paid to young people living independently to assist them in obtaining a job or a college/ university place or undertake a specific job up to their 18th birthday. Up to £100 Maternity Clothing allowance for those care leavers living independently up to their 18th birthday. Where a young person is in custody the full day-to-day clothing allowance will not be provided. Clothing will be provided during the period of custody based on assessed need (e.g. underwear). On release from custody, additional items of clothing may be funded dependant on length of custodial sentence and need and dependant on cooperation with Pathway Planning.
Cold Weather Fuel Payments	<ul style="list-style-type: none"> Additional financial support may be offered in extreme conditions and may include a contribution to heating costs or additional blankets / heaters being provided equipment.
Transport Costs	<ul style="list-style-type: none"> Transport to voluntary work, education or training: Where costs for this cannot be covered by the Bursary Fund or training provider this will be funded based on attendance. Most transport costs are expected to be covered by the Leaving Care Allowance Enhancement. Transport to full or part-time employment will be funded by the LA as an incentive to continue in employment. For contact: Funding will be provided to enable a young person to maintain contact with significant family and friends at public transport rate (cheapest viable option) based on assessed need and where family / friends do not live in the local area.
Health Costs	<ul style="list-style-type: none"> Young people aged 16-18 may be able to get help towards health costs relating to NHS prescription charges, NHS dental treatment including check-ups, sight tests, vouchers towards the cost of glasses or contact lenses, travel costs to and from hospital for treatment under a consultant or on referral by a doctor or dentist, wigs and fabric supports.

Financial Provision for 'Former Relevant' Young People	
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Section 1: Definitions

This document relates to financial provision for young people who are considered 'Former Relevant' under:

- The Children (Leaving Care) Act 2000
- The Children Act 1989 Guidance and Regulations 2010 Volume 2: Care Planning, Placement and Case Review Regulations
- The Children Act 1989 Guidance and Regulations 2015 Volume 3: Planning Transitions to Adulthood
- The Care Leavers (England) Regulations 2010
- The Children and Social Work Act 2017
- The Lancashire Corporate Parenting Strategy

These may be defined as:

Former Relevant Young People

- 18 - 25 year olds who have been eligible and/or relevant before the age of 18.
- The upper age limit is extended up to 25 years where the young person is being supported to the end of a Further/Higher Education or training programme which commenced before the young person was 21 years old.
- Extending existing entitlements so that all care leavers will be able to access support from a local authority Personal Adviser to age 25.
- Unaccompanied asylum seeking young people who were eligible or relevant prior to reaching the age of 18 years are considered Former Relevant young people under the Children (Leaving Care) Act 2000. However, they also have an asylum and immigration status which may affect the support provided to them as a care leaver, including financial support (see Policy and Procedures relating to Unaccompanied Asylum Seeking Children).

[Unaccompanied Asylum Seeking Children](#)

Former Relevant young people pursuing further education or training

- There is also an additional category of Former Relevant young people who are over the age of 21 but before the age of 25 and have advised the responsible local authority that they are pursuing or wish to pursue a course of training or education (see Policy and Procedures for duties of the Local Authority towards and support that may be provided to this category of young people).

[Children Act 1989: transition to adulthood for care leavers - Publications - GOV.UK](https://www.gov.uk/government/publications/children-act-1989-transition-to-adulthood-for-care-leavers)

Section 2: Income	
Funding Area	Lancashire Commitment
Income / Benefits	<ul style="list-style-type: none"> • For Former Relevant Care Leavers their income will usually be from employment, benefits (e.g. Universal Credit, Jobseekers Allowance / Income Support / Employment Support Allowance/Universal Credit or a combination of both. • It is expected that claims for benefits will be made in a timely way and young people are expected to co-operate with arrangements to submit a claim. • The LA will fund up to 5 weeks Leaving Care Allowance to ensure the young person does not start with a deficit due to advanced payments. This will be for the first benefit claim <u>ONLY</u>. • Where a pregnant Former Relevant young person's benefits are stopped due to changing from Job Seekers Allowance to Income Support/Universal Credit, the Local Authority may provide a Leaving Care Allowance in place of benefit income, until they receive Income Support. • Any financial support paid to an eligible or relevant young person in custody ceases when the young person reaches the age of 18. One-off payments may be made in exceptional circumstances. However, if a young adult who is released from custody after 18 and is considered to be in need, provision can be made as part of the Pathway Plan to fund essential clothing items.
Emergency Payments	<ul style="list-style-type: none"> • In exceptional and emergency circumstances the Local Authority may make an additional one-off payment up to the Leaving Care Allowance to a young person at an amount based on assessed need. • Payment of any additional Leaving Care Allowance may be in kind (e.g. food, utility card top up) rather than cash.
Income in Higher Education	<i>See section on Training / Employment / Education</i>
Income in Further	<i>See section on Training / Employment / Education</i>

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Education	
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Section 3: Accommodation	
Funding Area	Lancashire Commitment
Rent / Accommodation Costs	<ul style="list-style-type: none"> • Beyond the age of 18, rent / accommodation costs are the responsibility of the young person via income, Housing Benefit or Local Housing Allowance (LHA). • There may be occasions when a young person will need an additional 20% Rent Top-Up to enable them to remain in the community where they are currently living. A LHA Top-Up will be based on assessed need and where the young person has demonstrated their ability to maintain their tenancy.
Removal Expenses	<ul style="list-style-type: none"> • Removal expenses for up to 2 changes of address will be funded by the Local Authority if these have not already been utilised. <p>Where the young person is moving home with a partner only half the removal expenses will be paid.</p>
Rent deposit / Bond / Administration Fees	<ul style="list-style-type: none"> • Based on assessed need and outlined in the Pathway Plan, the Local Authority will fund one rent deposit (4 weeks rent in advance) / bond / accommodation administrative fees for an eligible, Relevant or Former Relevant young person. • The sum paid for administrative fees is not a set rate. • Where a young person wishes to move address and is due to have their bond returned then this bond can be carried forward to the new property and increased if there is a need. • The Local Authority may fund a further rent deposit (4 weeks rent in advance) and/or bond and/or accommodation administrative fees in exceptional circumstances to enable a young person to move from their initial accommodation or where they have had to leave in an unplanned way. • If a young person wishes to live with their partner only half the rent deposit / bond / administrative fees will be paid (if this plan is supported by the Local Authority as part of the Pathway Plan). • Where the young person has not received a rent deposit / bond / administration costs prior to their 21st birthday this financial assistance remains available to the young person up to their 25th birthday. • There may be occasions when a young person will need an additional 20% Rent Top-Up to enable them to remain in the

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	<p>community where they are currently living. A Local Housing Allowance Rent Top-Up will be based on assessed need and where the young person has demonstrated their ability to maintain their tenancy.</p>
Utility Bills (Water, Electric, Gas, Council Tax etc.)	<ul style="list-style-type: none">• Young person is responsible from income or benefits.• Former Relevant care leavers can access the Council Tax Grant to ensure their council tax is being paid by the Local Authority up to their 25th birthday.• Council tax will be paid to the amount that the young person is liable for, up to the age of 25.• If the young person is entitled to any council tax exemptions due to their income and/or benefits, LCC will pay the remainder.• If a young person resides with someone, who is not a care leaver and both parties are liable for council tax payments for the full amount will be paid.• Young people in Staying Put arrangements will not receive a Council Tax Grant as this is the responsibility of their previous foster carers. (See <i>Staying Put Procedure on Tri-X</i>).

<p>Support</p>	<ul style="list-style-type: none"> • A young person's support needs should be assessed through the Pathway Plan Needs Assessment and outlined in the Pathway Plan. Support may be provided by a range of resources and services. • Where a looked after young person is in their final year of a course of education or training when they reach the age of 18, as part of their Pathway Plan it may be agreed for them to remain in their placement, (e.g. foster placement, residential placement, supported lodgings placement) until they finish their course. Dependant on the circumstances, funding for the placement and support by the Local Authority may continue under the same arrangement as it did prior to the young person becoming looked after or may be under a different arrangement. However, prior to this being agreed, entitlement to alternative sources of funding will need to be considered before continuation of funding is agreed. • Young people with a physical and/or mental disability may be entitled to claim Disability Living Allowance which can be used to provide additional support they may need. • Any payments related to Staying Put please see separate Staying Put Policy. • Where a young person's needs mean they are entitled to a service from Health or Adult and Community Services then any support and care needs will be funded as part of their Care Plan under these services.
<p>Transportation of Clothing and Possessions</p>	<ul style="list-style-type: none"> • Appropriate means of transporting / moving a young person's clothing and possessions will be provided (e.g. suitcase / holdall / rucksack).
<p>Setting Up Home Allowance (SUHA)</p>	<ul style="list-style-type: none"> • Setting up Home Allowance (Rates a & b) up to £2,450 up to 25 years old. a) where a young person moves into a privately rented accommodation and b) refers to social housing accommodation where additional costs may be incurred such as carpets etc. All based on assessed need. • Rate A: £2,250 • Rate B: £2,450 • Accessible by young people aged 16 - 25 for setting up home items identified as needed in the Pathway Plan and based on 'need', not 'want'. • The first TV licence will be funded by the Local Authority. A TV will not be purchased for a young person without a TV licence being funded. Where the first TV licence is funded after the young person is 18, further TV licences are to be purchased by

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	<p>the young person from their income.</p> <ul style="list-style-type: none">• When a young person moves into accommodation where they need their own contents insurance after the age of 18, this will be funded for the first year by the Local Authority. This is a mandatory payment to protect the young person's belongings and is none transferable.
Starter Pack for Setting Up Home	<ul style="list-style-type: none">• When a young person moves into their own independent accommodation for the first time, as a one-off payment the Local Authority will fund up to the following: £30 utilities, £10 cleaning pack, £30 food starter pack.• The Pathway Plan expenditure can also cover the purchase of a Carbon Monoxide monitor (where relevant), Fire Blanket, First Aid Kit and Smoke Alarm (where not a legal requirement as part of the tenancy).• In exceptional circumstances a second starter pack may be provided for a young person moving on to other independent accommodation.

Section 4: Education / Training / Employment	
Funding Area	Lancashire Commitment
Higher Education	<ul style="list-style-type: none"> • Young people wishing to undertake an undergraduate degree will need to fund their course fees, accommodation costs and day to day living costs themselves. Young people can apply for loans and grants to cover these costs. • The Local Authority in principle will fund vacation accommodation costs for a young person to undertake an undergraduate degree. • If after commencing an undergraduate course of study a young person wants to change course or higher education institution attended, the young person needs to discuss this immediately with their Personal Advisor and prior to changing course / institution to confirm whether funding for accommodation will be approved for this. • Any Former Relevant or young person over the age of 21 and up to the age of 25 who wishes to re-engage with Children's Social Care and pursue a part-time or full-time course of Further or Higher Education may contact the Local Authority and request an assessment of their needs.
Income in Higher Education	<ul style="list-style-type: none"> • Former Relevant young people undertaking a recognised course of Higher Education are eligible to access a Tuition Fee Loan, Maintenance Loan, Maintenance Grant and an Accommodation Loan provided by the Government. • Former Relevant young people undertaking a recognised course of Higher Education are also eligible to claim a Higher Education Bursary from their Local Authority. • Young people commencing a course before their 25th birthday are entitled to access the Higher Education Bursary if they have not received this previously. • A young person who is also an unaccompanied asylum seeker is entitled to the Higher Education Bursary provided he or she are not appeals rights exhausted. • Young people will be expected to apply for any grants or loans they are entitled to in order to provide them with an income during the academic year and holiday time. Hardship funds and crisis loans may also be available to provide additional financial support if needed. • Young people successfully completing their degree course will receive a one-off Graduation Bursary from Lancashire County

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	<p>Council following graduation. This amount of £3,500 is to provide financial support immediately following graduation (this only applies to young people starting a degree from 2014 onwards).</p>
<p>Higher Education Vacation Accommodation <i>(for Former Relevant Care Leavers)</i></p>	<ul style="list-style-type: none"> • The Local Authority will fund vacation accommodation costs for the Christmas, Easter and summer break up to 15 weeks per year. • The funding level will depend on assessed need but will be no more than at Local Housing Allowance rate for the geographical area the young person is living in (unless the young person is remaining in university accommodation). • However where the young person is staying with friends, family or partner during the holiday period then the funding provided will reflect the actual situation rather than the single-room exemption rate. • Where vacation accommodation includes utility bills and meals, the young person may be expected to make a contribution to this.
<p>Course Equipment <i>(books, stationary, computer etc)</i></p>	<ul style="list-style-type: none"> • Based on assessed need, up to £400 will be provided towards the cost of IT equipment / course equipment at the start of the first year of a higher education course. • This payment may be deferred by the young person and paid at the start of subsequent years of the course if the young person has appropriate IT / course equipment at the start of the first year.
<p>Further Education</p>	<ul style="list-style-type: none"> • If a Former Relevant young person is excluded from claiming Income Support due to being accepted, enrolled on or starting a Further Education course of study after the age of 19 then the Local Authority will provide the young person with a Leaving Care Allowance at Income Support level up to the age of 21 or completion of the course if they are 21 before this. • A Leaving Care Allowance Enhancement of up to £25 a week during term time may be paid to a Former Relevant young person undertaking full-time education up to aged 21 years if they cannot access a Bursary Fund.
<p>Part-Time Education, Training, Voluntary Work</p>	<ul style="list-style-type: none"> • A Leaving Care Allowance Enhancement of up to £25 a week may be paid to a Former Relevant young person undertaking part-time education or training or a minimum of 5 hours voluntary work per week as an incentive to continue this if they cannot access a Bursary Fund up to aged 21 years. • Where a Leaving Care Allowance Enhancement is paid to a

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	<p>young person for attending part-time training, education or undertaking voluntary work it may be paid to them as a regular payment, in advance or retrospectively based on attendance and commitment.</p>
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Section 5: Leisure and Wellbeing	
Funding Area	Lancashire Commitment
Celebrations	<ul style="list-style-type: none"> • A £50 allowance will be provided for Former Relevant young people in recognition of their 21st Birthday. • For the 19th and 20th Birthday the care leaver will receive £25. • For one recognised religious/cultural celebration a year the care leaver will receive a gift of £25, this includes Christmas. • An amount of up to £50 will be provided to contribute towards a Former Relevant young person at university attending their graduation ceremony in recognition of the importance of this. (This applies to young people who commenced their university course prior to the age of 21 only).
Hobbies / Leisure Activities / Talents / Skills	<ul style="list-style-type: none"> • Funding for Former Relevant Care Leavers may be agreed to support young people to be involved in hobbies or structured leisure activities, or to support a talent or skill; based on assessed need and the benefit to the young person if this were to be financially supported. • Funding may be provided for a regular activity or equipment costs.
Driving Lessons <i>(Former Relevant Care Leavers only)</i>	<ul style="list-style-type: none"> • Driving lessons will be funded if the young person is in education, training or employment as this could open up opportunities for future employment up to the age of 25. • The young person will be expected to contribute 10% towards the cost of each driving lesson. • Driving lessons will not be funded if there are concerns regarding a young person's substance or alcohol misuse or offending behaviour related to motor vehicles. • The number of lessons provided will be based on assessed need and not exceed a total of 20 lessons. For Former Relevant young people supported by Transitions/SEND/ASC additional

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	<p>lessons may be funded based on assessed need.</p> <ul style="list-style-type: none"> • Funding for one theory test and one practical test will be provided by the Local Authority. (Included in previous procedure). • Where driving lessons are agreed, funding will be made available for the cost of lessons up to the theory test and if this is passed successfully, to the practical test.
Driving licence <i>(Former Relevant Care Leavers)</i>	<ul style="list-style-type: none"> • Provisional licence will be funded up to the age of 25 and a driving licence will be funded as a form of photo ID.
Passport	<ul style="list-style-type: none"> • Renewal of a Former Relevant young person's passport which expires will be funded based on need and if a passport is needed for a course of training, study or a young person's employment. • Where a young person was formerly an unaccompanied asylum seeker and receives British Citizenship, the first passport will be funded.
Clothing Allowance <i>(Former Relevant young people only)</i>	<ul style="list-style-type: none"> • Day-to-day clothing is the responsibility of the young person, as is maternity clothing the responsibility of the young person to fund. • Interview clothing allowance based on assessed need up to £100 in total. Payment will be based on need. • Work wear clothing allowance based on assessed need if funding cannot be provided from the 16-19 Bursary Fund for this. • Where a Former Relevant young person is in custody a clothing allowance will not be provided. However, on release from custody, additional items of clothing may be funded dependant on length of custodial sentence and need. This will be dependent on cooperation with Pathway Planning and funding up to £100 as a one-off payment may be agreed.
Cold Weather Fuel Payments	<ul style="list-style-type: none"> • Additional financial support may be offered in extreme conditions and may include a contribution to heating costs or additional blankets / heaters being provided.
Transport Costs <i>(Former Relevant young people only)</i>	<ul style="list-style-type: none"> • Transport to education or training: Where costs for this cannot be covered by the Bursary Fund or training provider this will be funded based on attendance. • Transport to full-time employment/part-time employment will be funded for four weeks.

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	<ul style="list-style-type: none">• For contact: Funding for Former Relevant young people will be provided to enable a young person to maintain contact with significant family and friends at public transport rate, (cheapest viable option) based on assessed need and where family / friends do not live in the local area.
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Financial Provision for 'Qualifying' Young People

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Section 4	Education / Training / Employment <ul style="list-style-type: none"> • Higher Education • Income in Higher Education • Higher Education Vacation Accommodation • Course Equipment

	<ul style="list-style-type: none">• Further Education• Part-Time Education, Part-Time Employment, Voluntary Work
Section 5	Leisure and Wellbeing <ul style="list-style-type: none">• Celebrations• Hobbies / Leisure Activities / Talents / Skills• Driving Lessons• Driving Licence• Passport• Clothing Allowance• Cold Weather Fuel Payments• Transport Costs• Health Costs

Section 1: Definitions

This document relates to financial provision for young people who are considered 'qualifying' under:

- The Children (Leaving Care) Act 2000
- The Children and Young Persons Act 2008
- Section 24, Children Act 1989
- The Children Act 1989 Guidance and Regulations 2010 Volume 3: Planning Transitions to Adulthood.

These may be defined as:

Qualifying Young People

- A young person who is aged at least 16 but under the age of 21 and was, at any time after reaching the age of 16 but while still under the age of 18:
 - 'looked after' after reaching 16 years of age, but does not qualify as eligible, Relevant or Former Relevant.
 - or has been up to age 18 years, or is still subject to, a Special Guardianship Order and was looked after immediately before the making of a Special Guardianship Order.
 - Privately Fostered
 - Young people who successfully returned home for 6 months (aged 16 to 17) and were previously 'Relevant' and/or 'Former Relevant' Care Leavers.
 - Young people who were looked after for less than 13 weeks between the ages of 14 to 18, but were looked after for at least 24 hours aged 16 and 17.
 - Young people aged 16, and under 21 who were looked after in a series of pre-planned short breaks.

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- The main statutory obligations the relevant Local Authority has to qualifying young people is to consider whether the young person needs help of a kind the Local Authority can give:
 - To advise, assist and befriend (Section 24A Children Act 1989).
 - To give financial assistance to enable the young person to pursue education or training if their welfare and educational needs require it (Section 24B Children Act 1989).
 - Where a young person under the age of 25 who qualifies for advice and assistance (or would have done if they were under the age of 21) and is in full-time Further or Higher Education , assistance in securing vacation accommodation (Sections 24A and 24B Children Act 1989).
- The relevant Local Authority is:
 - For a former looked after young person, the Authority which last looked after them.
 - For any other qualifying young person, the Authority in whose area the young person has asked for help.
- Where a qualifying young person has been previously looked after the Local Authority must assess their needs to establish whether they require advice and assistance. After an assessment if the Local Authority concludes that support will be necessary over a period of time, including financial support, they should draw up a plan with the young person to determine the extent of the support required including financial support.

Section 2: Income	
Funding Area	Lancashire Commitment
Income / Benefits	<ul style="list-style-type: none"> • For qualifying young people, their income will usually be from employment, benefits (e.g. Jobseekers Allowance / Income Support / Employment Support Allowance) or a combination of both. • Where a young person is provided with financial support in place of Income Support and receives an income from part-time employment this will be taken into account in calculating the amount of financial support provided by Children's Social Care. • Where a qualifying young person is a lone parent caring for their child they will be entitled to claim benefits for themselves (Jobseekers Allowance / Employment Support Allowance / Income Support) and their child (Child Benefit / Child Tax Credits / Sure Start Maternity Grant / Healthy Start Vouchers). • Where a qualifying young person's benefits are stopped due to changing from Job Seekers Allowance to Income Support due to commencing a course of training or education, the Local Authority may provide financial support in place of benefit income, until they receive Income Support. • Where a young person living independently has an illness or disability that affects their ability to work they may be entitled to receive an Employment and Support Allowance. • Qualifying young people claiming benefits may be entitled to Council Tax Benefit.
Emergency Payments	<ul style="list-style-type: none"> • In exceptional and emergency circumstances the Local Authority may provide additional one-off amounts of financial support to a young person at an amount based on assessed need. • Provision of any additional financial support may be in kind (e.g. food, utility card top up) rather than cash.
Income in Higher Education	<i>See section on Training / Employment / Education</i>
Income in Further Education	<i>See section on Training / Employment / Education</i>

Section 3: Accommodation	
Funding Area	Lancashire Commitment
Rent / Accommodation Costs	<ul style="list-style-type: none"> Beyond the age of 18, rent / accommodation costs are the responsibility of the young person via income, Housing Benefit or Local Housing Allowance
Removal Expenses	<ul style="list-style-type: none"> Young person is responsible from income or benefits.
Rent Deposit / Bond / Administration Fees	<ul style="list-style-type: none"> Young person is responsible from income or benefits.
Utility bills (water, electric, gas, council tax etc)	<ul style="list-style-type: none"> Young person is responsible from income or benefits.
Support	
Transportation of Clothing and Possessions	<ul style="list-style-type: none"> Based on assessed need, Children's Social Care will assist a young person in the transportation of their clothing and possessions where this is relevant.
Setting Up Home Allowance (SUHA)	<ul style="list-style-type: none"> Not provided to qualifying young people unless they have started to access this prior to becoming a qualifying young person (e.g. when they were an eligible, relevant or Former Relevant young person).
Starter Pack for Setting Up Home	<ul style="list-style-type: none"> Not provided to qualifying young people.

Section 4: Education / Training / Employment	
Funding Area	Lancashire Commitment
Higher Education	<ul style="list-style-type: none"> • Course fees, term-time accommodation and a young person's maintenance whilst at university will not be funded for a qualifying young person attending or planning to attend university.
Income in Higher Education	<ul style="list-style-type: none"> • Qualifying young people are not eligible to claim a Higher Education Bursary from their Local Authority. • Qualifying young people undertaking a recognised course of Higher Education are eligible to access a Tuition Fee Loan, Maintenance Loan and / or Maintenance Grant provided by the Government. • Young people will be expected to apply for any grants or loans they are entitled to in order to provide them with an income during the academic year and holiday time. Hardship funds and crisis loans may also be available to provide additional financial support if needed. • Qualifying young people are not eligible to receive a Graduation Bursary.
Higher Education Vacation Accommodation <i>(for Former Relevant Care Leavers)</i>	<ul style="list-style-type: none"> • Based on an assessment of the young person's needs, the Local Authority in principle will fund vacation accommodation costs for a young person to undertake an undergraduate course of study. • Funding will be agreed in principle for the full length of the course but is dependent on the young person passing each semester / year and on satisfactory attendance levels. • Funding for vacation accommodation will not be agreed on a retrospective basis (e.g. for vacation accommodation funded by the young person prior to the request being made). • 35 working days' notice needs to be given for a request to fund vacation accommodation for a young person who prior to the request, is not actively being supported by the Leaving Care Service This is to allow a reasonable amount of time for all necessary information to be gathered to inform an assessment and plan to enable a decision regarding funding vacation accommodation to be made. • Any Former Relevant or qualifying young person over the age of 21 and up to the age of 25 who wishes to re-engage with Children's Social Care and pursue a part-time or full-time course of Further or Higher Education may contact the Local

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	<p>Authority and request an assessment of their needs.</p> <ul style="list-style-type: none"> • A young person's vacation accommodation costs will be funded on the understanding that the young person will apply for a loan to cover their course fees, term-time accommodation costs and living costs. • Funding level will depend on assessed need but will be no more than at Local Housing Allowance rate for the geographical area the young person is living in (unless the young person is remaining in university accommodation). • Care leavers are exempt from the single-room restriction applied by the Benefits Agency up to the age of 22. • However, where the young person is staying with friends, family or partner during the holiday period then the funding provided will reflect the actual situation rather than the single-room exemption rate. • Where holiday accommodation includes utility bills and meals, the young person may be expected to make a contribution to this. • If after commencing an undergraduate course of study a young person wants to change course or higher education institution attended, the young person needs to discuss this immediately with the worker supporting them and prior to changing course / institution to confirm whether funding will be approved for this.
<p>Course Equipment (books, stationary, computer etc.)</p>	<ul style="list-style-type: none"> • The young person is responsible for this from their Maintenance Loan or any other grants, bursaries or income. • In exceptional circumstances and based on assessed need the Local Authority may consider requests to fund one-off items of course equipment.
<p>Further Education</p>	<ul style="list-style-type: none"> • Young people commencing a course of Further Education from the age of 16 and before the age of 19 may be entitled to access the 16-19 Bursary Fund and receive a Bursary of up to £1,200 a year from their school, college or training provider to fund transport costs or equipment. • Schools / colleges / training providers will set out the conditions students should meet to receive a bursary (e.g. attendance or behaviour) and when it will be paid.
<p>Part-Time Education, Part-Time Employment,</p>	<ul style="list-style-type: none"> • In exceptional circumstances and based on assessed need, the Local Authority may provide financial support in relation to a qualifying young person pursuing part-time education or

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Voluntary Work	training if their welfare and educational needs require it. <ul style="list-style-type: none">• In relation to a qualifying young person wishing to commence part-time employment or voluntary work the Local Authority will provide advice and assistance in relation to this identified need which may include directing or referring the young person to other services or agencies in the local area who are able to provide support, advice or assistance.
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Section 5: Leisure and wellbeing	
Funding Area	Lancashire Commitment
Celebrations	<ul style="list-style-type: none"> Financial support towards these is not provided to qualifying young people.
Hobbies / Leisure Activities / Talents / Skills	<ul style="list-style-type: none"> A young person is responsible for funding these from income or benefits.
Driving lessons	<ul style="list-style-type: none"> A young person is responsible for funding these from income or benefits.
Driving licence <i>(Former Relevant Care Leavers only)</i>	<ul style="list-style-type: none"> A young person is responsible for funding these from income or benefits.
Passport	<ul style="list-style-type: none"> A young person is responsible for funding these from income or benefits.
Clothing Allowance	<ul style="list-style-type: none"> In exceptional circumstances and based on assessed needs, financial support may be provided to a young person towards the costs of interview clothing in relation or clothing necessary to commence a course of training.
Cold Weather Fuel Payments	<ul style="list-style-type: none"> Additional financial support may be offered in extreme conditions if a young person's welfare requires it.
Transport Costs	<ul style="list-style-type: none"> Transport to education or training: Where costs for this cannot be covered by the Bursary Fund or training provider this may be funded based on assessed needs and based on attendance.
Health Costs	<ul style="list-style-type: none"> Young people aged under 19 in full-time education, receiving Income Support, Jobseekers Allowance or Employment and Support Allowance may be able to get help towards health costs relating to NHS prescription charges, NHS dental treatment including check-ups, sight tests, vouchers towards the cost of glasses or contact lenses, travel costs to and from hospital for treatment under a consultant or on referral by a doctor or dentist, wigs and fabric supports. This may be full or partial help. There is also an NHS Low Income Scheme for young people to whom the above doesn't apply but are in a low income.

Useful References for further advice
<p>Official Government Website for the UK: www.directgov.co.uk</p>
<p>Become: http://www.becomecharity.org.uk/care-the-facts/ Website for information for care leavers.</p>
<p>Propel: http://propel.org.uk/ Advice and information for care leavers attending university.</p>
<p>The Buttle Trust: http://www.buttleuk.org/ The trust has a fund that provides additional financial support to young people which can only be accessed once a student loan and the University Access Fund has been applied for.</p>
<p>The Prince's Trust: www.princes-trust.org.uk/need_help/grants/development_awards.aspx The Prince's Trust Development Award provides practical help - including financial support. It can also buy equipment for courses.</p>
<p>Educational Grants Advisory Service: www.family-action.org.uk/section.aspx?id=1924 The Educational Grants Services (EGS) specialises in identifying funding from charitable trusts for educational purposes, and maintains a database of trusts and charities that assist students.</p>
<p>Advice regarding Health costs: Health cost advice line: 0845 850 1166 www.directgov.co.uk www.nhsbsa.nhs.uk/112t5.aspx</p>
<p>Young People's Learning Agency: www.ypla.gov.uk Website containing advice and information about education and training for young people aged 16-19.</p>
<p>Office for the Children's Rights Director for England: www.rights4me.org</p>
<p>A National Voice: www.anationalvoice.org An organisation run by and for young people who are in or leaving care.</p>
<p>Care Leavers Association: www.careleavers.com A user-led charity run by care leavers for care leavers.</p>
<p>UCAS: http://www.ucas.ac.uk/students/studentfinance/</p>

GOV.UK: <https://www.gov.uk/student-finance>

Student Finance England: <http://www.studentfinanceengland.co.uk/>

Information about and how to apply for financial support for care leavers applying for university.