

# Transition from Children's Services to Adult Services

## The Process

# Introduction

Moving from school to college, day services or work can be an exciting time and a time of opportunity, to meet new people and learn. However, it can also be a difficult time for any young person as it is stepping into a new world. This booklet will help you understand what will happen as you prepare to leave school and what options are available to you.

## Your Rights

A Framework of legal rights and duties underlies the transitions process. A brief summary of these is set out in Appendix 1 at the end of the document. If you are eligible to receive funding for services then you will be able to choose the services or resources that you want as long as they meet your assessed needs and outcomes. The process that is used to determine who is eligible and how much your budget will be is described in the stages below.

If you want to discuss your rights and entitlements with an independent organisation, then you can contact Ceartas Advocacy Service (see Section 11 for contact details).

## 1. Assessment of Needs

At the beginning of your last year at school there will be a meeting in the school to discuss plans for what you want to do after you leave. If you do not already have a social worker, a referral may be made to Children & Families Social Work at this time for an assessment of your needs. Your social worker will visit you in your home and at school and will ask you about what support you need in every part of your life, and about your hopes and aspirations. The social worker will also speak to your parents or carers as well as to your teachers and any other people who support you. If you do not have a social worker you can discuss this with the school or contact social work directly.

## 2. Being eligible for services

Once your Assessment has been completed a Resource Screening Group will determine whether you are entitled to services such as Day Care or Respite. Eligibility Criteria are used to help decide to whom we will provide services to and what those services should be for. You may also wish to consider other options such as going to college.

**You can find out more information about the Eligibility Policy and the Fair Access to Community Care Resources Policy by accessing the link in Section 11 of this booklet.**

If you are entitled to Adult services such as Day Services, a social worker should be appointed from an Adult Social Work Team and the social worker from the Children's Social Work Team and the Adult Social Work Team will then work together to assess what level of support will meet your needs.

When you leave school you will transition to Adult Services and you will no longer have a social worker from Children & Families Social Work and any support provided by them will end.

If you are not eligible for social work support, you may be referred to the Local Area Coordinators (LAC) or to Skills Development Scotland (SDS) who will tell you about what options are available to you on leaving school. **See Section 11 for Contact details for LAC and for more information about SDS and the Careers Service.**

### 3. Day Service support

Your social worker from either Children & Families Social Work or Adult Services Social Work will advise you if you meet the **Eligibility Criteria** and are entitled to services such as Day Care or Respite.

If you are informed that your needs and outcomes can be met through a placement in a Health & Social Care service such as Kelvinbank or Outlook Services, this would be described as being under Self Directed Support (SDS) Option 3.

If you would prefer to go to another Day Service then you will be told what your budget is and you can then choose to spend your budget independently. This is called SDS Option 1 or a Direct Payment. This is a **payment made to you in the form of an 'individual budget'**. This payment allows you to arrange alternatives to services your local council provides or buys to meet your needs.

Alternatively, you may choose the Day Service you wish to attend but ask Social Work to make the arrangement to pay for the service. This is called SDS Option 2. To access Option 1 or Option 2 Guardianship is required if you do not have the capacity to make decisions about your welfare or finances (see Section 9). **Please see link in Section 12 to find out more information about the different support options available under Self-Directed Support.**

If you are unable to make your own decisions then your Welfare and Financial Guardian will be able to act on your behalf.

If it is agreed as part of your assessed needs that transport should be provided, this will be arranged by social work, or you can request that the same cost is provided to you in the form of a budget so that you can purchase your own transport provider (**See Section 12 for information about Self-Directed Support**). If you choose to use transport that costs more than the amount in your budget, then you or your family will need to pay the additional cost.

There is a charge for both Day Services and for transport.

## 4. Reviews

There will be a review of your support at least once each year by social work to check that the support you have in place is meeting the needs that you were assessed as having in your assessment. This will still take place if you have chosen to have your support provided through SDS Option 1 or SDS Option 2.

## 5. Adult Carer Support Plan

Your carer should be offered an assessment called an Adult Carer Support Plan or a Young Person's Carer Support Plan. A social worker or an organisation such as Carer Link or Ceartas will be able to assist you with this.

## 6. Respite

If you meet the Eligibility criteria and a Carers Assessment has been carried out and they also meet the Eligibility Criteria as a Carer (see link at the end of this document), your social worker will also carry out a Respite Assessment. Respite is support offered to carers to give them a break from their caring role. You may also benefit from having a period of respite, either in a residential setting, through a short break, or, at home.

## 7. Options upon leaving school

Many young people who have learning disabilities choose to go to college or to Day Services, or to a mix of the two. If you are choosing to go to college, or are considering further training for employment, a worker from Skills Development Scotland or a Local Area Coordinator should attend your school review and be able to explain to you the options. See Section 9 for details about Skills Development Scotland.

## 8. Welfare Benefits

You or your carer should contact the Citizens Advice Bureau to discuss changes to your welfare benefits entitlement after you have left school. If your Child Benefit stops or you are moving to Day Services and no longer in Education you will require to apply for Universal Credit (UC). You will be asked to complete a Capability for Work Assessment.

If your carer is in receipt of Carers Allowance, this should be able to continue, unless you move into residential care. See Section 9 for details about Kirkintilloch Citizens Advice Bureau.

## 9. Welfare and Financial Guardianship

If you do not have capacity to make decisions in one or all of the areas of personal welfare, property or finances then someone close to you, or occasionally the local authority, may apply to become your Welfare and/or Financial Guardian.

If you do have capacity to make decisions in relation to your welfare, property or finances you may wish to consider appointing a Power of Attorney. This is someone who can act on your behalf either now (for assistance with finances) or in the future.

Both Welfare and Financial Guardians and Powers of Attorney must follow strict guidelines called Principles in relation to how they carry out their role. **See Section 11 for information about organisations such as Carers Link, Ceartas and Citizens Advice Bureau that can give you more information about Guardianship and Power of Attorney.**

## 10. Continuing Care – GIRFEC

Continuing care is a legal term which will enable a looked after young person aged 16 to remain in their current care placement until they are 21. Children and young people may receive a “continuing care package” if they have needs arising from disability, accident or illness that cannot be met by existing universal or specialist services alone.

## 11. Useful Contacts

There are lots of places you can find help and advice. Some of them are listed below:

### **Independent Living Fund Scotland: Transitions Fund**

This is a fund set up to provide support over and above what the local authority would provide. It can provide grants to assist young people to access resources or purchase equipment that will help them to be more independent.

You can find out more information about the Fund by calling 0300 200 2022 or by visiting this website - <https://ilf.scot/transition-fund/>

**Local Area Coordinators** – 0141 578 2142

**Ceartas Advocacy Service** - [info@ceartas.org.uk](mailto:info@ceartas.org.uk) 0141 774 0433

**Carers Link** - [info@ceartas.org.uk](mailto:info@ceartas.org.uk) 0800 975 2131

**Citizens Advice Bureau** - 11 Alexandra Street, Kirkintilloch G66 1HB · 0141 775 3220 . [edcab.org](http://edcab.org)

**Creatovators:** [june@creatovators.com](mailto:june@creatovators.com), telephone number: 07981656184

**Differabled** - [www.differabledscotland.co.uk/about](http://www.differabledscotland.co.uk/about) . 0141 558 0448  
**East Dunbartonshire Voluntary Action** - [www.edva.org.uk](http://www.edva.org.uk) . 0141 578 6680

**East Dunbartonshire Initiative for Creative Therapy (Edict)**  
[www.edictarts.co.uk/contact-us](http://www.edictarts.co.uk/contact-us) . 0141 772 4554

**East Dunbartonshire Association for Mental Health (EDAMH)** - [edamh.org.uk](http://edamh.org.uk) . 0141 955 3040

### **Skills Development Scotland**

Skills Development Scotland is the national skills organisation, and they deliver the Career Service in East Dunbartonshire

Careers Advisers deliver career information, advice, and guidance to pupils in all secondary schools and in smaller school such as Merkland, Campsie View and Secondary Wellbeing.

Careers Advisers work with pupils at various points in school via group work sessions and one-to-one interviews, especially at key times such as option choices. Support is designed to help pupils understand their options and build their career management skills. **If you are still at school and want to speak to your Careers Adviser, you can arrange an appointment through your pastoral care teacher.**

If you have additional support needs your School Careers Adviser may be invited to Transitions Meetings along with other people who support you (e.g.: Parents/carers, teachers, social workers, health professionals etc.) to discuss the best way to support you. You will be invited to take part in these discussions as they are about you and about important decisions. It is important that you are involved in making decisions about your future.

Click here to watch a three-minute YouTube video on [How Can a Careers Adviser Help](#)

Careers Advisers also support young people who have left school/ college and need guidance making career decisions and finding suitable opportunities like jobs, apprenticeships, college or university places or volunteering.

Parents/carers can speak to the Careers Adviser by contacting the school office. They also attend parents' evenings and Option Choice Evenings. To find out more about helping your child with option choices, go to: [My Kids Career website](#)

Careers Advisers are also happy to speak to you face-to-face, digitally or over the phone. Your local Centre is based in Kirkintilloch. Please call them on 0141 777 5860 to make an appointment.

You can also access career information and advice any time if you go to: [My World of Work](#) [myworldofwork.co.uk/british-sign-language](http://myworldofwork.co.uk/british-sign-language)

For information on work-based learning like Foundation, Modern or Graduate apprenticeships go to: [www.apprenticeships.scot](http://www.apprenticeships.scot)

We work closely with a wide range of partners to support young people and their parents/carers to deliver the [Young Persons Guarantee](#). To find out more go to: Young Persons Guarantee

[Contact us](#) - Careers Centre, NCL Kirkintilloch Campus, 50 Southbank Rd, Kirkintilloch G66 1NH Tel: 0141 777 5860



## 12. Links to East Dunbartonshire HSCP policies

Copies of both the Eligibility and Fair Access to Community Care Policies are available on the [Health and Social Care Partnership's website](#)

[Eligibility Criteria for Community Care \(Adults\) Policy](#)

[Eligibility Criteria Policy - easy read version](#)

[Fair Access to Community Care \(Adults\) Policy](#)

[Fair Access Policy - easy read version](#)

### **Self-Directed Support Policy**

Copies of the Self-Directed Support Policy are available on the [Health and Social Care Partnership's website](#)

# Appendix 1

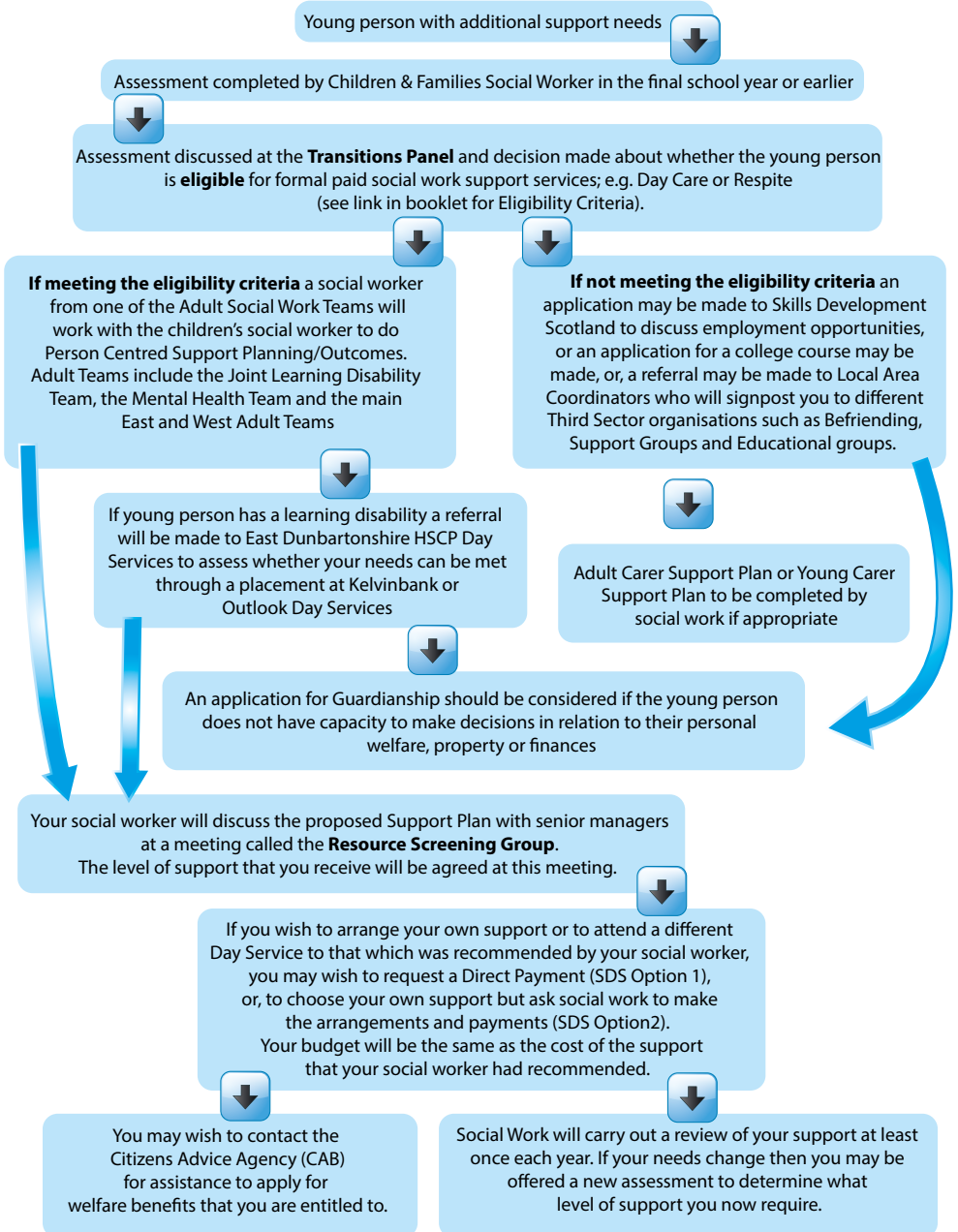
Each profession has a role to play to ensure that you are able to achieve your “ambitions, personal outcomes and potential” (Principles of good transitions 3: Scottish Transitions Forum, 2017). Education has a responsibility to ensure that relevant information is available at least one year before you leave school. Social work should explore personal outcome planning with young people who meet the eligibility criteria: Social Care (Self-directed Support)(Scotland) Act 2013 (GIRFEC guidance) and provide information about potential services for the future if the eligibility criteria are met. Health staff should work alongside social work staff to ensure that information is shared to support planning of the transition and should attend Transitions meetings.

The PANEL Principles taken from the Social Care (Self-directed Support) (Scotland) Act 2013 outline five principles when applying a Human Rights based approach to the practice of transitions. These are:

- The right to **participate** in a free, active and meaningful way
- That different authorities and professions should be **accountable** and adhere to laws, policies and other procedures that are in place
- There should be **non-discrimination** and prioritisation of those in the most vulnerable situations
- People should understand their rights and be supported to participate – **empowerment**
- The recognition of rights as being **legally** enforceable entitlements

You should be at the centre of everything that happens during the transition and all those who have professional duties should act in your best interests and should take your views into account.

## Transitions Flowchart



## Other formats

This document can be provided in large print, Braille or onto CD and can be translated into other community languages. Please contact the Council's Communications Team at 12 Strathkelvin Place, Kirkintilloch, Glasgow G66 1TJ Tel: 0300 123 4510

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