|  |  |  |
| --- | --- | --- |
| **TYPE** | AMOUNT | CONDITIONS |
| PERSONAL  |
| Personal Allowance | £60.00 | * Equivalent of UC/JSA or Income support payment which cannot be claimed by Care Leavers. Entitlement paid by IYSS up to age 18.
 |
| Universal Credit JSA IS | £60.00 | * From 18 pay first 4-5 weeks – proof of claim in progress must be obtained
* Use JSP/IYSS protocol to set up early claim wherever possible.
* Not repayable as UC is paid at the end of the 4-5 week initial claim period
 |
| Clothing  | Up to £550 per Year  | * Needs led for all - Per financial year under 18 – Managers discretion
* Per financial year over 18 – Manager discretion but should come from benefits
* Receipts to be provided in all instances
 |
| **EDUCATION TRAINING & EMPLOYMENT**  |
| Education Allowance  | Bursary through college | * Claim through School when in 6th form or College up to age 19
 |
| Starting Work | £60.00 – Same as Enhanced Personal Allowance | * For the first month until first payment of wages if under 18 - Managers discretion
* Proof required: Payslip or Bank Statement
 |
| Voluntary work, or work Incentive, tasters, trials without wages | £20 per week | * Managers discretion and reviewed regularly. – every 3 months
* The supplement + £60.00 (If under 18) will be paid for a minimum of 16 hours per week and support with travel – Manager discretion
 |
| Equipment for work, training or educationAccess to IT equipment if not available at home  | Varies decided on each application up to £250Lap top where applicable/available up to £300 | * If unavailable from Bursary or provider. Charities and bursaries to be investigated for all items including laptops IT equipment etc Laptops only if applicable for course and IT can -not be accessed elsewhere – Managers discretion
* Via individual requests, includes work clothing, boots, boiler suits, oilskins uniform, books, stationary, equipment, laptop course fees, study material etc – receipts to be seen - Managers discretion.
 |
| Educational trips or activities  | Varies  | * If not available from Bursary or grants - Discretion of Manager
* Linked to educational or training course or to enhance CV and life skills
 |
| **HIGHER EDUCATION**  |  |  |
| Higher Education-Housing & support  | We will pay for accommodation up to £100 rent per week | * Higher Education student loan must be applied for and other bursaries. Housing Benefit cannot be claimed
* Books IT equipment & clothing/uniform etc included in this payment alongside drawing from the student loan and grants from Universities for care leavers
* Accommodation will be paid for at place of study or other location – not both
 |
| **ACCOMMODATION**  |
| Supported Lodgings | IYSS pay rent£20 per week paid by YP  | * Up to age 18
* Young people pay £20 per week from Personal Allowance to carer from benefit or wages for food.
 |
| Accommodation - Staying Put at age 18 with Foster carers Staying Put with Supported Lodgings  | £200 per week paid to foster carer £20 per week paid by YP to carer + Housing BenefitAs per Contract  | * Change from Fostering allowance to Supported lodging rate (See Policy and Procedure) Costs will be halved if YP away for more than a week. For example on residential, holiday or volunteer opportunity.
* Young people pay £20 per week from Personal Allowance to carer from benefit or wages for food.
* HB applied for by Young Person with support
* YP still apply for HB and contribute £20
 |
| Housing Costs: shared house or affordable flat/bedsit Post 18 | First deposit and 1st month rent advance by IYSS. Varies due to market forces.  | * All care leavers to have completed taster flat or/and Pre tenancy course and independence package before tenancy considered.
* Housing Benefit must be claimed
 |
| Leaving Care Grant  | Up to £2,000 | * Set up home grant. Leaving Care Grant held by IYSS. Needs led.
 |
| TV Licence | Rate changes yearly as published on TV license website  | * TV Licence for first year of Independence only.
* Subsequent TV licences to be purchased by a young person.
 |
| Water rates | First year bill  | * In independence
 |
| Council tax relief |  | * Young people living in Torbay will be exempted from paying council tax. For those living in another local authority area their council tax bill will be paid.
 |
| Support with rent top up post 18  | Maximum £25 per week or means tested against bursary or the apprenticeship payment. | * For full time education IYSS may contribute for over 18 to top up of Housing Benefit to maintain stable accommodation - Managers discretion. £100 if on an apprenticeship. Any funds above that will trigger a contribution from them & from IYSS for rent top up calculated and agreed between all parties to ensure the equivalent HB rate is paid to the carer.
 |
| **IDENTITIY**  |
| Identity | Birth certificate.Citizen CardPassport.Provisional Driving Licence. | * Unconditional all YP to have a original birth certificate
* 1st choice ID
* Only if required for approved holiday
* If required for employment pathway. See also driving lessons conditions. Discuss with IYSS Manager
 |
| **TRAVEL**  |
| Travel via Bus, coach Train or Plane. | Full return ticket dependent on the length of journey. Cheapest and safest option. | * If in education/college and apprenticeship/training and cannot access bursary for pass
* For work tasters, or voluntary work or to attend important appointments IE: Job interviews - IYSS Managers discretion
* Contact with family. - IYSS Managers discretion
* Visits to University to view etc and one per term to return home - IYSS Managers discretion
* Travel to college out of area - IYSS Managers discretion
 |
| Petrol for Motor Bike/Car  | Up to £10 per week | * instead of bus pass For work or education purposes If transport used is legal (proof to be provided) and if public transport not available or more costly - IYSS Managers discretion
 |
| **EMERGENCIES/CRISIS** |
| Emergencies/crisis | Use crisis fund to apply for food parcels or emergency funds  | * Crisis & Support fund or food bank must be applied for in first instance - Apply in Connections on computer or PA can apply for as well if no access.
* Proof needed that benefit claim is in progress & advance repayable if receive backdated claim (not if on UC)
* Only if Crisis & Support fund not available then cash will be considered in emergency - Managers Discretion
* P.A. and young person top up electricity key, shop for food & provide a receipt.
 |
| **ADDITIONAL**  |
| Allowance for birthday and celebration for 16/17 year olds who are not living in foster or residential care | £100 | * When these payments are not given by the carer such as semi-independent accommodation or supported lodgings a payment of £100 per event will be made.
* The social worker will discuss with the young person to ensure it is spent on a present or activity.
 |
| Birthday and celebration allowances for 19th birthday onwards  | £20 | * The PA will discuss with the young person to ensure it is spent on a present or activity.
 |
| Significant events. | £20 | * A gift can be purchased for significant event – house warming, celebrating academic success, birth of a child. PA to agree with IYSS Manager.
 |
| Social and Leisure: Hobbies/Activities | Up to £500 per year | * E.G: gym or swimming pool membership - Discretion of IYSS Manager
* Reviewed via Pathway Plan and all on a case by case basis.
* Young people to make contribution to ensure affordability over longer period This could be after an initial period of full support staged to take more responsibility for your own outgoings as you work towards financial independence
 |
| Young people will be invited to celebrate their successes at the annual leaving care celebration event |  | * To be held in late June/ July.
 |
| Driving Lessons | Lessons amount to be negotiated usually 5 matched by young person. | * If required by your work or part of your career path and linked in pathway plan. Managers Discretion.
 |
| Compulsory Basic Training (CBT) for Motorbikes | Test paid for | * If parent or/and manager agree and signed written agreement recorded:
* Young person must buy the bike and the safety equipment.
* If you can afford to insure, tax, MOT and run a bike
 |
| Custody | Discretionary one off items  | * Most needs met within establishment – items will be considered if no family support – managers discretion
 |
| Entitlements for young parent in parent and baby placement. | Income support + Approximately £71 per week, Child Tax credit of approx £50 per week & child benefit at £20 per week | * To enable a full assessment based on entitlement in the community we will pay the equivalent benefit amount to a young parent
* This will be for the duration of the placement only – benefits to be claimed after that period
 |

**Note**: Any single or cumulative amount over £1000 needs to be presented to the appropriate panel for authority to pay

**Note**: This document applies mainly to Relevant, Former relevant and Eligible care leavers in non statutory accommodation I.E: supported lodgings shared houses etc.

**Note**: **Leaving Care** **Legal Status Explanation**:

**Eligible Young People**: They are aged 16 or 17, have been [**Looked After**](http://trixresources.proceduresonline.com/nat_key/keywords/looked_after.html) for a period or periods totalling at least 13 weeks starting after their 14th birthday and are still in care.

**Relevant Young People** They are aged 16 or 17 and are no longer Looked After, having previously been in the category of Eligible Young Person when in care.

**Former Relevant Young People** They are aged 18 to 21 (or up to 24 if in full-time further or higher education), and have left care having been previously either "Eligible", "Relevant" or both. **Qualifying Young People** They are over the age of 16 and under the age of 21, (or up to 24 if in full-time further or higher education), and have been Looked After or, if disabled, have been [**Privately Fostered**](http://trixresources.proceduresonline.com/nat_key/keywords/private_fostering.html) after reaching 16, but do not qualify as Eligible, Relevant or Former Relevant.  They may receive support, advice and assistance wherever they are living. They may also qualify if they are the subject of a [Special Guardianship Orde**r**](http://trixresources.proceduresonline.com/nat_key/keywords/special_guardianship_order.html) (SGO) and were Looked After immediately before the SGO was made See Children Act 1989 V3 (January 2015 ) Guidance & Regulations Planning Transition to adulthood for care leavers Implementation date 1 April 2011 for full eligibility guidance and duties