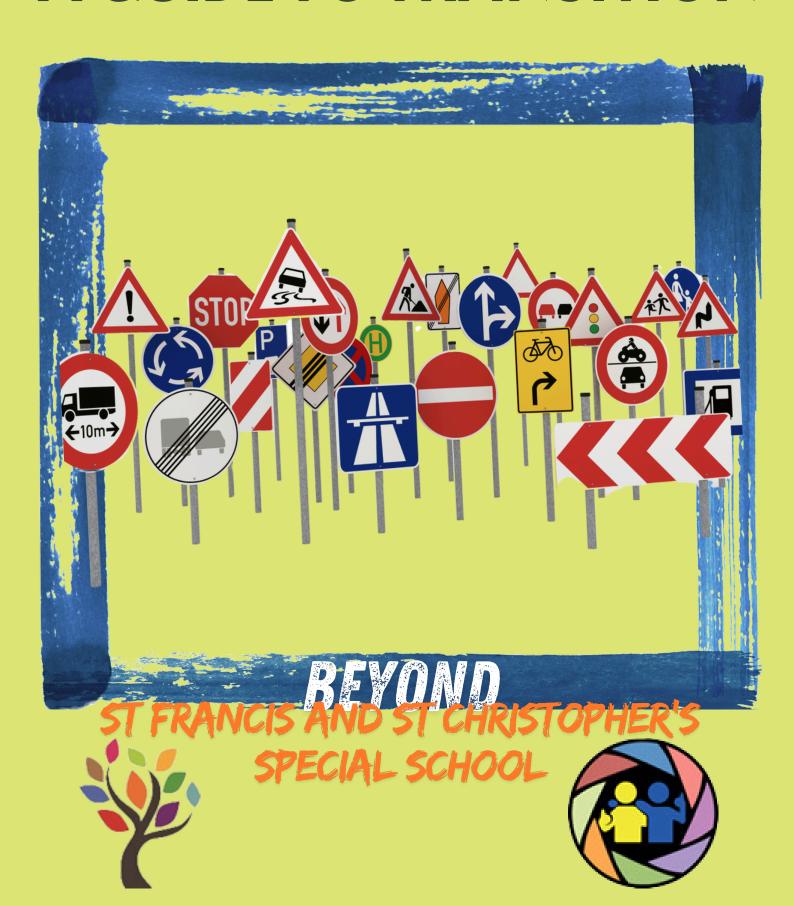
## PREPARING FOR ADULTHOOD

## A GUIDE TO TRANSITION



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## INTRODUCTION

Preparing for a successful transition beyond St Francis and St Christopher's Special Schools is a process that starts in Year 9. This allows parents, carers and students plenty of time to research and visit the various Post 16 and Post 19 options that are available and to ensure that the right provision is in place for your son or daughter when they leave St Francis or St Christopher's Special School.

For some students in Year 11, a more suitable Post 16 provision might be available, e.g. an alternative 6th form provision, a college setting or through a supported internship or possible inclusive apprenticeship approach and these options will be discussed on wards from their Year 9 EHCP Annual review.

Students who remain at St Francis and St Christopher's Special Schools for their Post 16 education generally leave at the end of year 14, but transitions can also occur at the end of Year 13 if a student is ready.

The role of the school in transition is to provide guidance, support and impartial advice throughout the process, but it is essential that parents and carers become pro-active from Year 9 onwards, as it is you and your children who will make the final decisions and submit applications as you transition through the different age phases of school. All students will be supported to have their voice heard throughout the transition process so that their opinions and preferences are taken fully into account.

The earlier that decisions are made, then the greater the support that can be put in place to ensure a smooth transition. If college places are sought, teachers can ensure that the paperwork for EHCP Annual Reviews reflect this leading up to Year 14, especially their aspirations, educational outcomes and targets.



## INTRODUCTION

For students who leave St Francis and St Christopher's Special Schools at 18 or 19, there are various options available to them. The two main routes are a further educational provision (Post 19, if a student has evidence of the potential to make further educational progress) or the possibility of accessing support from Adult Social Care. For some students there will be elements of both.

It is also helpful to note that some Adult Social Care support services can commence while a student is still attending school, e.g. adult day provisions during weekends and holidays as well as possible supported living placements.

As well as preparing for life beyond St Francis and St Christopher's Special Schools, parents should also start to think longer term. Some Post 19 educational provisions can be as short as a year, so parents must ideally have a plan beyond Post 19 education before their son or daughter leave St Francis and St Christopher's Special Schools.



**STFRANCIS** 

SPECIAL SCHOOL

## THE ROLE OF THE SEND TEAM

The Lincolnshire SEND team work to the SEND code of practice and the aim is for transition plans to have a person-centred approach. A member of the SEND team will be invited by the school to attend Annual review meetings for students from Year 9 onwards. Annual reviews in Lincolnshire are now held using an electronic platform called the EHCHub, each school is able to support families in accessing this platform, so that you are fully included within the process for you child and you are able to share your views fully.

By using the link below it will take you to the local offer for Lincolnshire, this is where advice and support about services is available to be found.

#### SEND LOCAL OFFER - LINCOLNSHIRE COUNTY COUNCIL

The aim of the SEND team is to meet the needs of young people locally, without the need to use independent or out of county educational providers. Lincolnshire are working to identify and fill the gaps where possible.

The 4 'Preparing for Adulthood' outcomes (Employment, Independent Living, Community Inclusion and Health) are usually more successful if delivered locally. Throughout the process, it is important to keep the needs of the young person at the centre of the process (rather than just the family's wishes). If a residential college placement is being sought, Lincolnshire will look carefully at whether a student's needs could be better met in very personalised supported living placement alongside a place at a local college.

The SEND Supported Employment lead (Scott Eley) is responsible for running transition events for parents in all special schools within the county, where colleges and adult social care providers are available to offer advice and guidance about the services they have on offer.

Parents are advised to apply for college places in the Autumn term of the student's final year at St Francis and St Christopher's Special Schools and to put in as many applications as they feel are suitable.



## THE ROLE OF THE SEND TEAM

All Year 14 EHCP Annual reviews are scheduled to be completed by end of December in students' final year.

This is to allow time for the documents be amended by the Local Authorities SEND team and the case worker allocated to each student to make these amendments.

An EHCP consultation will then be sent by the case worker to the Post 19

educational providers for the formal consultations process. Parents and students can name desired placements in the young person's and parent's aspirations

document as part of the Annual review.

Although EHCPs state they are from 0 to 25, there is no legal right to be continued onto Post 19 education. Therefore, good attendance at school is important and students need to have shown good educational progress over their time at school for their EHCP to continue.

If a young person is not going onto a Post 19 educational provision, then their EHCP will cease.

Chargeable transport to Post 16 education is arranged by the Lincolnshire SEND transport team and is applied for using the following link

#### APPLY FOR POST 16 TRANSPORT - HOW TO APPLY - LINCOLNSHIRE COUNTY COUNCIL

Or by phoning 01522 782020 to make an application.

It is also important to note that students might only qualify for transport, if they are going to their nearest available Post 16 educational provision.

## THE ROLE OF THE TRANSITION TEAM

The transition team, work with young people from 14 - 25 years of age to ensure a smooth transition from children's services to adult services. Their aim is to promote independence and to help young people maximise their skills. Where a young person already has access to children's services (CWDT) the Transition team will not become fully involved until they are 18 years old.

For a young person who has not had access to children's services (CWDT), a new referral can be made through the Adult Social care intake team, by calling 01522 782155 and as long as the person who is being referred, has a diagnosis of ASD, a Learning Disability or a Physical disability requiring everyday support. School is able to support families with this process, but parents/carers are advised to refer their children themselves as they know what support it is they require.

The transition team support young people who require a social care element to their post 18 package, often this is alongside an educational placement. At 17 and ½ a young person who has been referred will have an 'Adult social care assessment' to see if they are eligible for services from the transition team, as well as the funding required for their social care package. It identifies areas of need and considers the whole family.

After the assessment has taken place, the young person and their families will be notified and sent a copy of the assessment.

The transition team will then put a care plan/package into place to ensure that the young person's social care needs are fully met. This may include a Personal Assistant (PA), access to day services and possible supported living.

The plan then has to be authorised by a manager, and this can take 8 weeks to put it into place. It is then reviewed after 3 months, 6 months and eventually annually. Every time there is a change in circumstances, a new assessment will be undertaken, this could be because the young person is leaving school, leaving college or moving out of the family home.

## THE ROLE OF THE TRANSITION TEAM

Some young people with high, complex care needs will also be supported to complete an NHS Continuing Healthcare Checklist assessment. Parents can also have a carer's assessment and this can be done via a self- referral, using this link

#### REQUEST FOR SUPPORT - REQUEST FOR SUPPORT FORM - LINCOLNSHIRE COUNTY COUNCIL

This assesses the support that you may need in your caring role as well as other members of your family.

Each young person will also have a financial assessment carried out, to assess what benefits they are receiving and whether they will be required to contribute towards the cost of their care support package.

It is important to note that if the young person has a Motability car as part of their care support package, then this will most likely be required to transport them to and from respite and their day care activity providers.

#### Funding for social care packages can be provided in different ways:

- 1. Directly from Lincolnshire County Council to the provider but Lincolnshire must have a contract with these providers, so it can be restrictive.
- 2.Direct payments where the young person has an account in their name (or a 3rd party), and money from Lincolnshire County Council is paid to the person. This gives greater flexibility with providers and meeting individual social care needs.
- 3. Pre-paid account this is similar to direct payments. Lincolnshire County Council open an account, and the young person is given a card to pay for different services.
- 4. Supported managed accounts Usually managed by Penderals who will manage the direct payments for the young person.
  - Once the payment method is agreed the support package starts. There is an agreement that the money is only used for what is on the plan. Families can ask permission to use it on something different, but this must be approved by the transition team or social worker first. If there are any issues a re-assessment of need can be requested.

## WHAT TO EXPECT DURING THE TRANSITION PROCESS: YEARS 9 TO 11

From Year 9 onwards, parents and carers will be supported through the transition process.

At the Year 9 EHCP Annual review, parents and carers will be asked to give their initial thoughts on what they would like for their son or daughter beyond St Francis and St Christopher's Special Schools. The 'Preparing for Adulthood' section of the EHCP review form will be completed on the EHCHub, noting any options to explore. The support needed to explore these options will also be identified. This section will be updated at each subsequent EHCP Annual review.

- · Students and parents are advised that they can look at potential alternative Post 16 options for Year 12 onwards.
- · Good attendance at school is important over the next 5 years if a college provision is sought, as progress throughout Key Stage 4 and 5 must be evident at the Year 14 ECHP Annual review to secure funding for a Post 19 educational provision.
- · Students moving into Year 12 are required to re-apply for transport every year and pay a parental contribution towards the cost of their transport.

This can take up to 6 weeks, so applications should be made early in the summer term of each year.

School will send out details of how to apply for this via a letter.

#### **Action points for parents/carers:**

- Attend Year 9 EHCP Annual Review with initial ideas of what you would like for your son or daughter beyond St Francis and St Christopher's Special Schools.
- · Attend transition events and meetings that are arranged and held annually at the schools.
- · Start visiting Post 16 and Post 19 educational provisions and providers.
- · Seek advice about benefits that will become available when your son or daughter becomes 16 years old.
- · Contact Lincolnshire Transport to apply for transport from Year 12 onwards.

## WHAT TO EXPECT DURING THE TRANSITION PROCESS: YEAR 12

#### Year 12

Students can be referred to the adult intake transition team if they are not already known to social services (CWDT) or had access to children's services.

- · Students will start accessing a wider variety of local community activities including possible work experience where appropriate.
- · It is important to note that all students will become 18 during the following school year (Year 13), some as early as September, and lots of their regular activities, clubs and respite will stop at this point.
- · Parents should start looking ahead early to find suitable adult services and clubs that could support further your child.

#### Action points for parents/carers -Year 12:

- · Continue to attend transition events and meetings that are held at the schools.
- · Re-visit Post 19 educational providers as courses can change and start to come up with a list of preferences.
- · Make sure the adult intake transition team know that your son or daughter will soon be turning 18 years old.
- · Seek independent advice about changes to benefits when the young person becomes an adult.
- ·Start looking for suitable new activities, clubs, adult respite or supported living if this is the journey your child is heading on.
- · Reapply for School transport.



## WHAT TO EXPECT DURING THE TRANSITION PROCESS: YEAR 13

#### Year 13

Young people with an ASD diagnosis, a Learning disability or a physical disability will potentially have an assessment by the Adult Intake Transition team – this is usually about 2 months before their 18th birthday.

- · School can support with the referral process to Adult Social Care, and they can be contacted by calling 01522 782155 for a referral to be made.
- · School and parents will work with the students to prepare them for transition into different adult services.
- · Supported Living placements can commence at 18 years of age, whilst students are still in attendance at school.
- · Students can leave school at the end of Year 13 if a suitable next educational provision is found, or a place of work (paid) is deemed more appropriate.

#### Action points for parents/carers - Year 13:

- · Continue to attend transition events and meetings that are held at the schools.
- · Decide on a plan A and have an appropriate back up plan B.
- · Find out how to apply for places at the different Post 19 providers (Educational and Adult Social Care) and note any deadlines.
- · Contact the Adult Social Care Intake team (01522 782155) if you have not had an assessment 2 months before your son or daughter's 18th birthday.
- · For students with complex medical needs, complete a Continuing Healthcare Assessment with your allocated social worker.
- · Reapply for school transport.



## WHAT TO EXPECT DURING THE TRANSITION PROCESS: YEAR 14

#### Year 14

By the time students start Year 14, parents should have a clear idea of which Post 19 educational provider, if appropriate, your child would like to attend, so that plans can be finalised during the EHCP Annual review.

- · EHCP Annual reviews will usually be held before December of their final year.
- · Applications for Post 19 educational or social care providers are submitted.
- · Assessments for colleges will begin in October or November once applications have been made.
- · Once a Post 19 place and funding are confirmed, school will liaise with the educational providers to arrange transition visits and taster days. These will usually be supported by school staff to ensure a smooth and successful transition and that essential information is handed over.
- · School, providers and parents will work together to ensure that a smooth transition takes place, for all students as they exit school.
- · For students who are moving fully onto an Adult social care provision with no education, their EHCP will cease.

### Action points for parents/carers- Year 14:

- · Continue to attend transition events and meetings held at the schools.
- · Submit applications for Post 19 education provisions, courses and Adult social care providers.
- · Attend the Year 14 EHCP Annual review with a clear plan in mind either for a Post 19 educational provision or a move onto Adult social care.
- · Apply for Post 19 educational transport if appropriate, via the same process as for Post 16 transport.



## WHAT TO EXPECT DURING THE TRANSITION PROCESS: POST 19

## Post 19 Educational provisions

Most local Post 19 educational providers offer a life skills course with opportunities for supported work experience.

Application processes vary between the different Post 19 educational provisions – so it is important for parents to find out the application deadlines/ procedures for the colleges/provisions they are interested in.

College	Contact Details	Summary of Services Provided
Lincoln College	Lincoln College Group <u>enquires@lincolncollege.ac.uk</u> 01522 876000	Supported Education (lincolncollege.ac.uk) By following this link, you are able to see all of the courses that are available to students
Boston College	Home   Boston College UK info@boston.ac.uk 01205 365701	Foundation (Entry/SEND)  Courses at Boston College  By following this link, you are able to see all of the courses that are available to students
Grantham College	Grantham College - We have over 60 years' experience of providing education and training. enquiryegrantham.ac.uk 01476 400200/ 0800 0521 577	Navigating the website is quite difficult, so a call to the general enquires team is encouraged
Stamford College	Home   Stamford College enquiriesestamford.ac.uk 01780 484 300	Learning Support and SEND - Stamford College By following this link, you are able to see all of the courses that are available to students



## WHAT TO EXPECT DURING THE TRANSITION PROCESS: YEARS 9 TO 11

College	Contact Details	Summary of Services Provided
Linkage Provision	Specialist Further Education Colleges   Linkage   Lincolnshire <u>info@linkage.org.uk</u> 01472 241044	Curriculum and Courses   Linkage College By following this link, you are able to see all of the courses that are available to students
Hill Holt Wood	Environmentally Sustainable forestry  Hill Holt Wood, Norton Disney, Lincoln, UK adminehillholtwood.com 01636 892836	Education & Courses - Hill Holt  Wood  By following this link, you are able to see all of the courses that are available to students
Choices College	Supported Internship educational programme based at Lincoln hospital paula.caine@nhs.net 07918 364074	Navigating the website is quite difficult, so a call direct to Paula is encouraged
InspireU (YPLP)	Study Programmes and Supported Internships, based at 7 sites around Lincolnshire InspireUalincolnshire.gov.uk 01476 592169	THE Homepage - InspireU By following this link, you are able to see all of the courses that are available to students





## ADULT SOCIAL CARE/DAY ACTIVITY PROVIDERS

Some Adult social care providers also have links with local colleges for access to part time courses.

## DIVERSITY-DODDINGTON ROAD, LINCOLN

01522 244960 01522 262300 info@diversity@diver sityadultsupport.com

#### INCLUSION 21-SKELLINGTHORPE

Megan Lyon 07469828584 Megan@inclusion21.co.uk

#### **ASPIRE DAY SERVICE**

01522 457214 info@aspiredayservice .co.uk

FOCUS ABILITY SUPPORT AND CARE SERVICE- RYLAND BRIDGE, DUNHOLME

01673844423 rachel@focusability.co.uk



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## ADULT SOCIAL CARE/DAY ACTIVITY PROVIDERS

ANCASTER DAY CARE-BOUNDARY STREET, LINCOLN

**ALLERTON CARE SERVICES** 

01522 530301

0203475058

**BUSYDAYS DAY CARE**07904563794

**DAYBREAK** 

THE PHEASANTRY-ST FRANCIS SPECIAL SCHOOL

Mrs Sarah Done Grantham College sdone@grantham.ac.uk 01476 404331

01522 526498 Sally Hancock Vicky Rastall



## SOCIAL CARE - RESIDENTIAL/HOUSING AND SUPPORTED LIVING

There are 3 main options when considering adult housing options. Adult Respite: This is similar to children's respite but for over 18s. However, currently there are limited options within Lincolnshire. Residential Homes: These are funded by an Adult social care package and tend to be for adults who require a higher level of support, due to their individual care needs.

Supported Living: These are often small houses or flats, for small groups of adults who are supported to live as independently as possible. These are funded by housing benefit, applied for in the adult's name and they will have a tenancy agreement with the landlord. Adults will pay for utility bills from their other benefits or income that they have access to.

\*Follow this link to the 'Lincolnshire Care Services Directory', this gives you an even bigger overview of the services that are available throughout Lincolnshire\*.

## LINCOLNSHIRE 2023 LOWRES.PDF (CARECHOICES.CO.UK)



## CHOOSING A PROVIDER - KEY CONSIDERATIONS AND QUESTIONS.

#### **Prior to visits**

- · Look at the provider's website to gain the key information about their aims, what their program offers and who is it suitable for.
- · Make a list of questions to ask.
- · Where possible plan to take your son or daughter with you.
- · Look at where it is located. Is transport provided? How long will the journey take on a normal day?
- · Will you be able to meet key staff and observe what other service users are doing during your visit?

#### Post 19 Educational providers

- · How many days per week will your son or daughter attend a Post 19 education provision and what are the hours of the course?
- · How many years is the course?
- · What are the transport arrangements to and from college?
- · What are the student numbers in the class and what is the student to staff ratio?
- · What does the daily timetable look like?
- · What is the curriculum offer, and what subject areas are covered?
- · Do students get a choice of subjects?
- · How often do students access the community?
- · How does the educational provider communicate with parents and carers?
- · Does the educational provider have access to nurses or therapists?
- · Can you support my son or daughter's current method of communication?
- · Are you able to update communication aids?
- · How are the students prepared for transition beyond education?
- · Do you have any links with supported living provisions?
- · Do you offer taster days once funding is agreed by the Local Authority?



## CHOOSING A PROVIDER - KEY CONSIDERATIONS AND QUESTIONS.

#### **Adult Social care**

- · What are the ages of the other service users?
- · What opportunities are there to access the community?
- · Do the service users have opportunities to go on holidays or short breaks?
- · What is the structure of the day?
- · How many people are in a group and what is the staff to service user ratio?
- · Do you offer any therapy services?
- · What opportunities are there for socialising with others?
- · How do you communicate with parents?
- · What happens if a Personal Assistant is off sick, and you cannot support a young person will there be cover?
- · Do you offer taster days?

#### Key considerations after visiting provisions

- · Was it welcoming?
- · How far away is it and how will your son or daughter get there?
- · Did the service users seem happy, motivated and engaged in their activities?
- · Can you see your son or daughter at this provision?
- · Are the activities meaningful and age appropriate?



## FINANCIAL AND LEGAL CONSIDERATIONS

It is important that parents seek independent advice about potential benefits that are available to them from the age of 16. Most students will be able to claim some benefits in their own name, even if their family has not had access to benefits in

the past. However, some benefits that are available at 16 years of age can stop eligibility or affect some other ones (e.g. child benefit/ tax credits) and therefore benefits should be worked out on an individual basis and parents need to look closely at what is best for their own family situation. Staff at St Francis and St Christopher's Special Schools are unable to fully advise on this.

Social workers and your local citizens advice bureau should be able to advise you as well as the Lincolnshire Carers Service, using this link for support.

## REQUEST FOR SUPPORT – REQUEST FOR SUPPORT FORM - LINCOLNSHIRE COUNTY COUNCIL



Parents and carers can apply to be an appointee to claim benefits on a young person's behalf, ideally before they are 18 and the DWP usually get in touch with you directly around the age of 16. There is more information about this via the link below.

#### **BECOME-APPOINTEE-FOR-SOMEONE-CLAIMING-BENEFITS**

However, some of the key benefits that your son or daughter might be eligible for at 16 are:

- · PIP Personal Independence Payment for 16+
- · Universal Credit.
- · 16–19 vulnerable student's bursary applied for via the school and is screened then by the Local Authority. Letter will be sent out annually by the school.
- · Carer's allowance for parents and carers.



## FINANCIAL AND LEGAL CONSIDERATIONS

You will receive a letter about Child Benefit when your son or daughter approaches the end of Year 11, asking i f they are staying in education. For you to continue claiming Child Benefit. It will ask what course and or qualifications your son or daughter is studying. Please ask Mr N Wray who will be happy to write a letter confirming this information for you, for you to submit this letter for child benefit to continue.

Independent advice should also be sought about opening bank accounts for students, as many parents have found that leaving this until a young person is 16 is often too late and can be challenging.

It is important for parents and carers to note that parental responsibility ends at 18 and the 'Care Act 2014' will apply. Many parents look at becoming their child's Appointee and or the possibility of needing a Deputyship and power of attorney at this stage.

The 'Mental Capacity Act' applies from 16 years of age, so before students reach this age, parents are advised to seek independent advice about a possible Deputyship for their son or daughter. You can apply for deputyship for both Property and Finance's, and Health and Welfare, but please be aware that this process can take up to a year, so starting the process early is important.





#### **HEALTH CONSIDERATIONS**

When your son or daughter turns 16, they will start the transition process of moving over to adult health services with the sector being made aware of them in preparation for when they turn 18 years of age. This is when they will move to adult health services for all of their medical care.

Students who require continence products will move from the Children's continence service to the Adult's continence service. It is important to note that the product type and allocation might change at this point.

As well as ensuring that their GP carries out an annual health check, there are some new teams in Lincolnshire that are available for support.

Lincolnshire Partnership NHS Foundation Trust- Learning Disability Specialist Community and Autism Liaison Service- referrals can be made by calling 03031234000 or emailing lincs.spa@nhs.net





## SUPPORTING YOUNG PEOPLE THROUGH THE TRANSITION PROCESS

It is essential to promote as much independence as possible. At home, try to involve your son or daughter in household tasks where appropriate, for example planning meals, making shopping lists, shopping trips, cooking, making beds, laundry, cleaning and gardening are good examples of these.

Where appropriate Post 16 students have external support from 'Complete Careers' to support their individual 'Careers Education, Information Advice and Guidance' which supports their transition to their future life goals and individual aspirations – whether that is a Post 19 educational placement, supported living, an adult social care placement, a supported internship or paid/voluntary work. Where appropriate some students will also undertake work experience placements within St Francis and St Christopher's Special Schools as well as external work experience placements with local businesses that both schools have good links with.

Most providers allow for some taster or transition days to take place once placements and funding have been secured. School staff will usually accompany students on these visits to support with their transition and ensure that an effective handover of information is carried out.





## **OTHER SOURCES OF SUPPORT**

Provider	Contact Details	Summary of Services Provided
Cerebra	www.cerebra.org.uk enquiries@cerebra.or g.uk 01267 244200	Offers lots of advice and factsheets, parent guides including legal and financial advice.
Citizen's Advice	www.citizensadvice. org.uk 03444 111 444	Benefits advice
MASMC	www.myadultstillmyc hild.co.uk	A guide for parent/carers of adults (16+) who may not be able to make decisions
Mencap	www.mencap.org.uk 0808 808111	Lots of advice and support on their website for young people with disabilities and their families
National Careers Service	Careers advice - job profiles, information and resources   National Careers Service 0800 100 900	Free impartial careers advice for anyone over 13 including FE options.
Together for short lives	www.togetherforshor tlives.org.uk 0808 8088 100	Information and advice for parents and professionals
United Response	www.unitedresponse .org.uk	Provides a range of support services for adults and young people with learning disabilities, autism, mental health needs or physical disabilities.



## SUPPORT AT ST FRANCIS AND ST CHRISTOPHER'S SPECIAL SCHOOLS

This information document will be updated annually and any new information about providers will be added or amended as we learn about them.

The updated version will be given out to parents every September if a paper version is requested and published on both schools' websites. There will also be copies of this document available in the waiting rooms of both schools.

If you have any suggestions or hear of new providers to add to this booklet or if any information becomes out of date, please support me with up-dating this information by emailing me <a href="Mick.wray@lincolnsaints.com">Nick.wray@lincolnsaints.com</a> so that all families can make good use of this information.



## ST FRANCIS SPECIAL SCHOOL

# ST CHRISTOPHER'S SPECIAL SCHOOL

