

## GIRFEC SUPPORT SERVICE FOR YOUNG PEOPLE AGED 16 – 18 WHO ARE NOT IN SCHOOL

### Introduction

Despite recent legislative changes, it remains good practice for Local Authorities to consider how they can best support 16 and 17 year olds for whom there are well-being concerns. If a 16 or 17 year old has left school then the agency in Dundee that will coordinate support will be the Youth Employability Service, within the Discover Opportunities team. If, of course, the Young Person is already supported by Social Work Children's Services or by Social Work Criminal Justice Services, that support will continue without YES involvement.

Relevant wellbeing concerns, under the GIRFEC Shanarri headings, could refer to issues around health, housing, relationship, substance use or financial issues that are stopping young people from progressing into education, training or employment and reaching their full potential.

This guidance sits within a broader document which describes the Team Around You process in more detail: [Internal Link](#) [External Link](#) 'TATC Guidance - 16-18.docx'

### Referral Process

The YES is the first point of contact for young people, parents/carers or any practitioners seeking information or advice or wanting to discuss any wellbeing concerns. **Any person who is concerned about a young person in this age group can refer into this service, with the young person's consent.**

The team can be contacted by telephone on 01382 434043, by email at [teamaroundyou@dundeecity.gov.uk](mailto:teamaroundyou@dundeecity.gov.uk) or by pm on Facebook @discover.opps. The young person concerned has to **consent** to this referral – this type of support is voluntary (unless there are child protection concerns which follow a different process). Police Concern Reports (PCR) from the Vulnerable Persons Database (VPD) about Young People in this category are sent directly to the Team Around You mailbox from the generic mail box at Seymour House – no consent is required for this process. A YES Team member will monitor PCRs and, where there are concerns that the young person may be at risk of significant harm and they are not already being supported by Social Work, will seek further information.

A YES team member will respond to a referral, and a referral conversation will take place, seeking further information. This conversation may include signposting to relevant supports and will:

- confirm that the young person is 16-18 (up to 21 in certain circumstances mention this in initial paragraph?) and not in school
- ensure that the young person has given consent for the referral
- find out if the young person is care experienced.
- explore the nature of the concern – 'tease out' the issues, ensure that there issue has no child protection dimension
- Use the GIRFEC '5 key questions':
  - What is getting in the way of this child or young person's wellbeing?
  - Do I have all the information I need to help this child or young person?
  - What can I do now to help this child or young person?
  - What can my agency do to help this child or young person?
  - What additional help, if any, may be needed from others?
- signpost – are there services which can help?
- decide: Is a multi-agency response required?

Once a referral or a transfer has been received and there is no Lead Professional already in place, the YES will consider any wellbeing concerns and assess if anything requires to be done and if any extra help needs to be provided. The Referral Conversation mentioned above will play a central role in this. This assessment may conclude that a Team Around You meeting is required. **The young person's consent is central to this process.**

***Where there are concerns that the young person may be at risk of significant harm, the service will report these through the agreed child protection procedures or through adult support and protection procedures (if the young person lacks capacity, they may qualify for ASP at 16).***

If it is considered that the young person requires additional support, the YES team member will review any other information held within their agency, and seek and analyse any other relevant information, including that from other agencies. If a multi-agency or coordinated approach is required, a Team Around You meeting will be convened.

To support this process, key contacts in NHS Tayside, Dundee City Council, Dundee & Angus College, and the Third Sector have agreed to provide advice and/or attend a Team around You meeting if appropriate. The partners will commit to support the development of a Child/Young Person's Plan and to review progress within an agreed timescale.

### Transfer of Existing Services to the Youth Employability Service

- **Schools** – within the transition planning process, schools will ensure that all school leavers aged between 16 and 18 are provided with information on how to contact the service. If there is a Child/Young Person's Plan (CYPP), including any plan containing a Young Carer's Statement (YCS), responsibility for this is transferred to the YES initially, and the current Lead Professional will be informed. Further guidance is available at:  
[Internal Link](#) [External Link](#) 'Post 16 Transition for Pupils with ASN 2018.docx'  
[Internal Link](#) [External Link](#) 'Transition Process (Leaving School) Diagram.docx'  
[Internal Link](#) [External Link](#) 'Transition Process for Care Experienced Young People.docx'
- **Outwith Authority** - where a young person is leaving a school managed by another Local Authority or an independent school, the key professional (usually Principal Teacher of Guidance/Pupil Support) has a duty to inform the YES in time for them taking over this responsibility. This will involve providing details of the date of the transfer, name and address of the young person and parents/carers.
- **Prison** - Following release, the local authority where the young person will reside will have responsibility to provide this support service. The relevant professional in the Scottish Prison Service will transfer wellbeing information as appropriate at the end of the period of custody to the YES.

### Membership of Multi-Agency Coordination Team (may be delegated)

Karen Gunn (Co-ordination)	Youth Employability Service, Corporate Services, DCC
Jimmy Dodds	Neighbourhood Services (CLD), DCC
AN Other	Neighbourhood Services (Housing), DCC
Jayne Smith	Lead Nurse Child Protection, NHS Tayside
Grace Gilling	Interim Lead Adult Protection, NHS Tayside
Chris Wright	Children & Families (Throughcare & Aftercare Service), DCC
Derek Hart	Action for Children

Sarah Thom	Dundee & Angus College
AN Other	Criminal Justice Service
John Lannon	Children & Families (Education)

These meetings will normally be held every second month. The young person involved will be invited and should attend whenever possible. Appropriate advocacy (or other means of ensuring that the young person's views are clearly presented) will be provided.

### **Role of the Lead Professional**

When two or more agencies need to work together to help a young person, a Lead Professional will be appointed to act as the main point of contact for the young person and to manage and co-ordinate the multi-agency Plan. Their primary task is to monitor that all the support provided is working well and is achieving the outcomes specified in the Plan. The Lead Professional will be identified based on the needs of the young person and who is best placed to carry out this role and agreed at the Team Around You meeting. It is expected that all professionals involved will be open to offering whatever support they can and to work in a consensual, problem solving way. If agreement cannot be reached, the Dundee GIRFEC Delivery Group will aim to provide advice and recommendations.

### **Information Sharing**

All sharing of information must follow the Dundee Partnership Information Sharing Guidance. This aims to bring clarity and consistency to the sharing of information within the planning and delivery of supports for young people. This will give families, practitioners and the wider public greater confidence in how the safeguards to information sharing will operate in relation to, for example, human rights, data protection and confidentiality.

For further information, contact:

Telephone: 01382 434043

Email: [teamaroundyou@dundeecity.gov.uk](mailto:teamaroundyou@dundeecity.gov.uk)

Facebook: @discover.opps (send personal message)