

# CHECKLIST FOR PARENTS / CARERS

## INTRODUCTION

Transition is about the changes from being a teenager to becoming an adult. During this period you will be experiencing lots of changes and new things. At the same time you are gaining new rights and responsibilities. This can be both an exciting time, full of new opportunities but can also be a daunting time for you and also for those who have caring roles for you. Moving from a place you know well and feel secure to new and unknown places can be both exciting and worrying.

For young people with additional needs, it is important that this period of transition is well planned, and that everyone involved in the process is clear of their roles and expectations.

This checklist can be used for you to help prepare for any meetings that you may have with professionals.

## How to use this checklist

Identify the phases of transition that are most relevant to you :

### PHASE 1 :

#### Preparing for transition from children's to adults services

Young person aged 14-16

You are starting to think about the transition from children's to adults services.

### PHASE 2 :

#### Preparing for adulthood

Young person aged 16-17

You have started talking about your plans for the future with teachers and care providers.

### PHASE 3 :

#### Preparing for moving on

Young person aged 17-18

You have a transition plan in place and are moving towards transferring to adult services.

### PHASE 4 :

#### Settling in to adult services

Young adult age 18-21

You've made the transfer to adult services and are continuing to receive any help and information you need to thrive in adulthood.

### PHASE 5 :

#### Approaching end of transition

Young adult age 21-25

You're approaching the end of transition and need to receive support with your end of transition.

# THE CHECKLIST

We have put together a checklist to make sure what should have been done has been done. The checklist shows everything that should be happening at each planning stage.

## PHASE 1 :

### Preparing for transition from children's to adults services

#### Young person aged 14-16

You are starting to think about the transition from children's to adults services.

We believe :

- That it is never too early to start thinking about transition.

GOALS	Are these goals being met?		
	Yes	No	Partially
I am aware of the Life Beyond School events and that I can attend these to gain information about what provisions are out there when I leave school.			
I am aware that there is an information sharing evening that my parent/carer and I will be invited to attend before I reach 16. This will be an opportunity to find out about what the Young Adults Team will be able to help me with.			
My parent/carers are aware of the Young Adults Team facebook group for parent/carers : <a href="https://www.facebook.com/groups/917199068429673/">https://www.facebook.com/groups/917199068429673/</a>			
My parent/carers are aware they can e-mail : <a href="mailto:YATParentandfamilyca@worcestershire.gov.uk">YATParentandfamilyca@worcestershire.gov.uk</a> to register to the parent/carer Young Adults Team mailing list to keep up to date with resources, information and events.			
I have had a year 9 EHCP review and the next review date is:			
I have received the minutes and actions from my first EHCP review.			

Mostly 'Yes'	Mostly 'No'	Mostly 'Partially'
You and your family have been given the opportunity to talk to those around you about your needs and wishes for the future. A range of people have been involved and they know what role they must play in supporting you.	It is important that transition planning starts as early as possible. Some of the things you may want to do will take time to put in place. Ask your teachers or care team to call a meeting to discuss what options are available to you across all services.	If you feel uncertain about what changes to expect over the next few years, make sure you have a transition plan in place that is reviewed and fully explained to you and your family. Do ask as many questions as necessary – it's your plan after all!

## PHASE 2 : Preparing for adulthood

### Young person aged 16-17

You have started talking about your plans for the future with teachers and care providers.

We believe:

- Every young person should be involved in preparing for their transition to adult services.
- Families should be supported in their changing role.

GOALS	Are these goals being met?		
	Yes	No	Partially
I have a named worker who I trust and who I can talk to about what I want to do.			
I have access to the contact details of my allocated worker.			
I know what to expect as I get older, move on in my education and have support from adult services.			
I know what type of care and support options will be available when I'm older.			
I know how to remain involved in matters concerning my transition.			
I am aware of assessments that I may need to have.			
I know I can access support from someone independent from children's or adult services who can represent my interests throughout my transition. <b>Worcestershire County Council Local Offer :</b> <a href="http://www.worcestershire.gov.uk/sendlocaloffer">http://www.worcestershire.gov.uk/sendlocaloffer</a> <b>SENDIAS :</b> <a href="http://www.worcestershire.gov.uk/info/20417/special_educational_needs_and_disabilities_information_advice_and_support_service">http://www.worcestershire.gov.uk/info/20417/special_educational_needs_and_disabilities_information_advice_and_support_service</a>			
I have been given information about how funding for my parent/carers may change as I get older.			
My parent/carers are clear about their role in supporting me to make decisions about my future and how this may change when I reach 16.			
I have talked to my parents/carers, teachers and others involved in my care about my plans for the next few years.			

Mostly 'Yes'	Mostly 'No'	Mostly 'Partially'
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## PHASE 3 : Preparing for moving on

### Young person aged 17-18

You have a transition plan in place and are moving towards transferring to adult services.

We believe:

- Every young person should be supported to plan proactively for their future.
- Every young person should be involved in ongoing assessments and developing a comprehensive holistic plan that reflects their wishes for the future.
- Children's and adult services should be actively working together to enable a smooth transition.

GOALS	Are these goals being met?		
	Yes	No	Partially
I am happy that my support plan reflects what's important to me, what I feel I can do and what I want to be able to do in the future.			
I regularly review my plan with my named worker as my situation changes to make sure it's still right for me.			
I am being helped to identify services and opportunities that are suitable for me as I get older.			
I understand that as an adult my replacement care and support is likely to change.			
I understand that as an adult my health care services may change.			
I understand about continuing health care and if it's applicable to me. <b>Easy read guide for CHC :</b> <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/746065/Easy_Read_Guide_2018_National_Framework_for_NHS_Continuing_Healthcare.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/746065/Easy_Read_Guide_2018_National_Framework_for_NHS_Continuing_Healthcare.pdf</a>			
I have discussed ways I can be introduced and become familiar with any new settings or services before I start using them.			
I have a support plan in place and a one-page-profile all about my care preferences and interests to share with new carers and agencies. <b>One Page Profiles:</b> <a href="http://www.helensandersonassociates.co.uk/reading-room/how/person-centred-thinking/one-page-profiles.aspx">http://www.helensandersonassociates.co.uk/reading-room/how/person-centred-thinking/one-page-profiles.aspx</a>			
I feel the individual needs of my whole family are being recognised and supported.			
I feel that children's and adult services are working well together, enabling me to live my life to the full.			
I have opportunities to ask questions about my future and feel prepared for the move to adult services.			

Mostly 'Yes'	Mostly 'No'	Mostly 'Partially'
<p>You and your family have been given the opportunity to talk to those around you about your needs and wishes for the future. A range of people have been involved and they know what role they must play in supporting you.</p>	<p>It is important that transition planning starts as early as possible. Some of the things you may want to do will take time to put in place. Ask your teachers or care team to call a meeting to discuss what options are available to you across all services.</p>	<p>If you feel uncertain about what changes to expect over the next few years, make sure you have a transition plan in place that is reviewed and fully explained to you and your family. Do ask as many questions as necessary – it's your plan after all!</p>

## PHASE 4 : Settling in to adult services

### Young adult age 18-21

You've made the transfer to adult services and are continuing to receive any help and information you need to thrive in adulthood.

We believe:

- Every young person should be supported in adult services with a multi-agency team fully engaged in facilitating care and support.
- The young person and their family should be equipped with realistic expectations and knowledge to ensure confidence in their care and support needs being met in the future.

GOALS	Are these goals being met?		
	Yes	No	Partially
I feel that the care and support provided by all the agencies is well co-ordinated.			
I am able to access services that address my needs and that are appropriate for my age and understanding.			
I know where to go for information or who to go to for advice.			
I have access to an advocate, offering independent support and representing my interests if needed. <b>Onside Advocacy :</b> <a href="https://www.onside-advocacy.org.uk/">https://www.onside-advocacy.org.uk/</a>			
I am given opportunities to socialise with friends and maintain hobbies and other interests.			
I am proactive in ensuring that my care plans are updated and reflect my care needs and wishes.			
My parent/carers are happy with the level of involvement they have in helping me make decisions.			

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## PHASE 5 : Approaching end of transition

Young adult age 21-25

You're approaching the end of transition and need to receive support with your end of transition.

We believe:

- That by this point you will have the blue-print for your adult life.
- By this stage you should have some idea of what your future will look like.

GOALS	Are these goals being met?		
	Yes	No	Partially
I know my living options. <b>Housing Options Guide :</b> <a href="http://www.worcestershire.gov.uk/info/20331/housing_and_care_homes/1683/housing_options_for_people_with_a_learning_disability/1">http://www.worcestershire.gov.uk/info/20331/housing_and_care_homes/1683/housing_options_for_people_with_a_learning_disability/1</a>			
I know my benefit entitlements and that the money I am claiming is correct.			
I am accessing the correct health services for my needs. <b>Health Services :</b> <a href="http://www.worcestershire.gov.uk/info/20612/send_health_and_wellbeing/1845/health_services_for_children_and_young_people_with_send">http://www.worcestershire.gov.uk/info/20612/send_health_and_wellbeing/1845/health_services_for_children_and_young_people_with_send</a>			
I know my options for education and employment and I'm aware of the 'Supported Employment Service' : <a href="http://www.worcestershire.gov.uk/info/20581/education_training_and_employment_send_local_offer/1872/help_to_find_work_send_local_offer">http://www.worcestershire.gov.uk/info/20581/education_training_and_employment_send_local_offer/1872/help_to_find_work_send_local_offer</a>			
I have enough to do during the day and opportunity to maintain relationships that are important to me.			

Mostly 'Yes'	Mostly 'No'	Mostly 'Partially'
You and your family have been given the opportunity to talk to those around you about your needs and wishes for the future. A range of people have been involved and they know what role they must play in supporting you.	It is important that transition planning starts as early as possible. Some of the things you may want to do will take time to put in place. Ask your teachers or care team to call a meeting to discuss what options are available to you across all services.	If you feel uncertain about what changes to expect over the next few years, make sure you have a transition plan in place that is reviewed and fully explained to you and your family. Do ask as many questions as necessary – it's your plan after all!

# RESOURCES

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## EMPLOYMENT

### Disability Rights UK :

<https://www.disabilityrightsuk.org/how-we-can-help/benefits-information/factsheets>

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## INDEPENDENT LIVING

### My own place :

<https://www.ndti.org.uk/resources/publications/my-own-housing>

### Housing discussion papers :

<https://www.ndti.org.uk/resources/publications/housing-choices-integrated-discussion-paper>

### Reach standards :

<http://www.paradigm-uk.org/reach-standards/>

### Down's Syndrome association housing guidance :

<https://www.downs-syndrome.org.uk/for-professionals/social-care/supported-living/>

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## COMMUNITY INCLUSION

### Sex and relationships :

<https://www.changepeople.org/shop/products/sex-and-relationships-collection> <https://volunteeringmatters.org.uk/>

### Health :

<http://www.uhs.nhs.uk/OurServices/Childhealth/TransitiontoadultcareReadySteadyGo/Transition-toadultcare.aspx> <https://www.nice.org.uk/guidance/ng43> <https://www.ndti.org.uk/resources/useful-tools/quality-checking-health-checks-for-people-with-learning-disabilities>

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## GENERAL RESOURCES

### Council for Disabled Children :

<https://councilfordisabledchildren.org.uk/>

### Preparing for adulthood :

<https://www.preparingforadulthood.org.uk/>



# GLOSSARY OF TERMS

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- **Transition**

The changes from being a teenager to an adult

- **EHCP**

Education, Health and Care Plan

- **Replacement care**

Short breaks from your parent/carers role.

- **Multi-agency team**

A range of professionals working together to be able to achieve the best outcomes for young people.

- **CHC**

Continuing Health Care

- **Advocate**

Someone who helps you to make your voice and opinions heard.

- **Benefit entitlements**

What money I am able to receive.

- **People with Additional Needs**

This means someone who needs extra help to live their life independently. This could be for example someone with a learning disability or a physical disability or a mental health condition.