



Special Educational Needs and Disabilities (SEND)

Preparing for Adulthood

Post 16 Best Practice Guide Checklist

First edition – July 2019

Please send any comments to bs.pc@kirklees.gov.uk

Who is it for?

This best practice guide is a checklist for professionals supporting young people, and their parents, to plan and prepare for adulthood.

Why has it been developed?

To help ensure professionals, young people and parents have the right information at the right time to make informed decisions and help all parties prepare and plan effectively for adulthood.

When does preparing for adulthood start?

Planning will formally start in year 9, there is a lot to start to think about. Year 10 and 11 focus on developing future plans and monitoring progress. From 16 years of age choices and decisions need to be made.

Who should be involved?

SENACT named Officer	Child/young person
Calderdale & Kirklees Careers	Parent
Social Worker (if involved)	School
Other key professionals actively involved in the person's life	

Post 16

EHC Review Meeting

Include forward looking outcomes as well as transition and academic outcomes. Ensure that the student's planned progression through college is identified.

Consider/re-consider any mental capacity issues.

Ensure the meeting captures all the information, outcomes and actions that enable the child/young person to move towards being as independent and possible and being able to participate in society.

Consideration should be given to whether an EHC plan needs to remain in place post 16 in order for education and training outcomes to be met (EHC plans do not remain in place for social care and health outcomes only).

Discuss any healthcare and social care needs.

All professionals who are involved in supporting the child/young person should attend the review meeting and or provide advice to support the setting of outcomes and planning provision.

Education and employment – views and aspirations		✓
1.	Continue to raise and review aspirations across all themes.	
2.	Provide information about options after college.	
3.	Encourage pupils to develop a 'plan B' where original choices are grade dependent. Prepare young person to be more in control post 16 – support parents with this.	
4.	Consider National Citizen Service (NCS) – plenty of pre-planning needed.	
5.	Ensure that appropriate work experience opportunities are in place. Encourage participation in volunteering opportunities.	
Notes:		

Being independent – views and aspirations		✓
1.	Add to and refine personal profile to capture views and aspirations in relation to being independent.	
2.	Review and update skills development progress.	
3.	Set new goals around being as independent as possible.	
4.	Review and update long term being independent goals and agree actions needed to achieve them.	
5.	If the child or young person is likely to need support with any of the above the parent or young person should contact the community enablement team, my life team. They are a team of skilled, experience and qualified staff who support individuals to achieve their goals.	
Notes:		

Being as healthy as possible – views and aspirations		✓
1.	Discuss what being as healthy as possible means to the young person and families, for example pain management, how to maintain and develop good health, maintaining and improving mobility.	
2.	Discuss current healthcare needs and provision. Discuss how and when the young person will move from children’s health services to adult health provision (See transition planning section.)	
Notes:		

Participating in society – views and aspirations		✓
1.	Add to and refine personal profile to capture views and aspirations in relation to participating in society.	
2.	Ensure continuation of opportunities to enable young person's interests and hobbies to continue. Where these have stopped explore reasons and alternatives.	
3.	Help the young person to make decisions about how to spend free time and ensure appropriate support is in place.	
4.	Agree ways to stay safe in the community, for example, travel training, staying safe online.	
5.	Ensure new friendships are being established.	
Notes:		

Information and advice		✓
1.	Special School Setting – Careers Advisers help prepare young people for their transition, whether at the end of year 12, 13 or 14, to the next provision	
2.	Careers Adviser attends appropriate annual reviews to support progression process, preparing an EHC plan specific Careers Summary for transition years.	
3.	C&K Careers provide Individual Careers Guidance and group work sessions and attends parents evenings/events	
4.	College / Training Provider Setting – Careers Adviser is available to support the young person and college with progression, by offering individual guidance interviews and upon invitation, attend annual reviews	
5.	Tracking and SEND, NEET – All SEND young people are tracked for years 12, 13 and 14, so that their destinations are kept up to date. Should a SEND young person become NEET, they are quickly allocated to a SEND Careers Adviser to work with them to find a suitable alternative back in to learning.	
6.	Advocacy service for young people over 17 is available for those who meet the Care Act eligibility criteria	
7.	Mental Capacity Act – applies from 16 years of age - easy read information; Care England Council for disabled children For information about the adult safeguarding and decisions see web page;	
8.	Young person’s guide to preparing for adulthood – an easy read guide developed with young people with SEND for young people with SEND;	
9.	Parent’s guide to preparing for adulthood factsheets – developed in partnership with PCAN. Parents will be starting to think about what is available for their children to support them to be independent from 16 years of age. This is best achieved by directing people to the following range of websites:	

Information and advice		✓
10.	Local offer website – preparing for adulthood section;	
11.	Assistive technology offer;	
12.	Adult social care eligibility;	
13.	Gateway to care	
14.	For those eligible for adult social care support Connect to Support in Kirklees provides information about care services available	
15.	LD Carers Voice provide support for parents and carers of adults with learning disabilities	
16.	Community enablement team, my life team;	
17.	Community Plus offer;	
18.	Learning disability partnership board website;	
19.	Annual health check information;	
20.	Easy health – accessible health care information;	
21.	Ready steady go programme;	
22.	Health film clips on Kirklees local offer website;	
23.	My health tools;	
24.	Self-care for long term conditions;	
25.	5 ways to wellbeing;	
26.	Thriving Kirklees;	

Transition planning		✓
1.	Support with completing CV's and applications.	
2.	Visit set-up.	
3.	Relevant information exchanged.	
4.	Plan for travelling.	
5.	Ensure that any life skills education supports the aspirations of the student.	
6.	If the student is changing courses at the end of the year, provide opportunities to meet new staff, visit new areas of college as appropriate.	
7.	The disabled children service will invite the specialist adult pathway team (SAPT) to the annual review. They will undertake an assessment and develop a support plan in partnership with the young person for those with eligible needs under the Care Act before their 18th birthday and discuss long term being independent aspirations.	
8.	For those who are eligible but who are not receiving support from the disabled children service, the enablement team will support the young person to plan their transition.	
9.	For those who aren't eligible for funded support under the Care Act, information and advice about support is available from Community Plus for the area where the young person lives – Huddersfield, Valleys, Dewsbury and Batley.	
10.	Encourage young person to take responsibility for their own health e.g. optical/dental care/GP appointments. If they are not able, what support do they need? They should ask their GP for support if needed.	
11.	Encourage young person to take responsibility for undertaking physical activities and choosing a healthy diet (curriculum).	
12.	Sexual relationships, is the young person and family aware of the support available from the sexual health team at Locala	

Transition planning		✓
13.	Ask if the young person is struggling to access a mainstream dentist due to fear? They can contact the dental team at Locala	
14.	Check if parents/young person has received letter from paediatrician to say their GP is their lead medical contact. This is usually done at age 16.	
15.	Make sure the young person knows they can go to their GP for an annual health check from 14 years of age if they are on the learning disability register held at their GPs.	
16.	Make sure the young person knows about Health Action plans and the hospital VIP (Vulnerable In Patients) Scheme.	