


## Practitioners guide to access +16 accommodations

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This guide is for practitioners who wish to access accommodation for young people leaving care in Wiltshire.

Wiltshire Council has access to a range of accommodation for young people leaving care.


### Types of accommodation

- [Supportive Lodgings](#)
- Private Landlord
- Short term accommodation (Host Families) - more information to follow soon
- Introductory tenancies provided by Registered Social Landlords (RSL's)
- Shared house accommodation
- Foyer accommodation - (more information to follow soon)
- Projects that are managed by charitable organisations
-  [The training flat 187kb](#) (usually a two week stay, but in exceptional circumstance can be extended to four weeks)
- [Towpath House](#)




Some of the accommodation projects have their own referral process this mainly applies to Foyer and charity run projects, often these processes are linked to housing options.

#### Referrals for accommodation provided by Housing Association or Wiltshire Council Management Team

If you are working with a young person who needs accommodation supplied by a RSL these are the steps you need to take to secure the accommodation on the young person's behalf. It is important that all parties are aware and understand that referrals to Housing Associations and or to Wiltshire Council Management Team are **always** a planned referral.

1. Ensure the young person's Pathway Plan is up to date and includes the support your service will ensure is in place for the young person on securing a trainer or starter tenancy.
  - Ensure the young person is happy for you to share information and signs  [Homeless young people joint protocol - information sharing consent form 32kb](#).
  - Complete the relevant application form
  - Complete the relevant Risk Assessment form

### Application forms

-  [Alabare referral form 45kb](#)
-  [Nomination request for Selwood Housing 20kb](#)
-  [Nomination request for Ridgeway Housing Association 19kb](#)

### Guidance

- It would be good practice to complete the forms with the young person; this can help build trust between the service provider and the young person, and help reduce the anxieties the young person may have about the process, whilst ensuring the risks are shared openly.

- These completed forms should then be sent to Wiltshire's Placement Innovator at [kathy.longshaw@wiltshire.gov.uk](mailto:kathy.longshaw@wiltshire.gov.uk)
- Due to the uncertain nature of when a placement is needed there is not a rolling programme of accommodation panel meetings.
- Wiltshire's Placement Innovator will alert the relevant teams when a vacancy arises, this will come in the form of an email to all members of the CIC and through teams.
- If a practitioner wishes to make a referral the first step is to discuss the appropriateness of the referral with the relevant line manager in supervision.
- Team Manager will keep a recording of the name of the young person.
- If team manager agrees the referral is appropriate then go to +16 Accommodation options and upon receipt of applications will convene an accommodation panel meeting.
- It is a requirement that the referring Social Worker or Practitioner will attend the accommodation panel to discuss the referral and respond to any questions the panel members may have about the referral.
- A decision will be reached on the day provided all the necessary information is in place, regarding whether a place will be offered to the young person.

## Accommodation panels

These panels can be held anywhere within Wiltshire, but is usually held in the area where the relevant Housing Association/Housing Project is based.

### Who sits on the panel?

Permanent panel members consist of

Placement Innovator, currently Kathy Longshaw and the panel member for young people currently Sue Nash.

Visiting panel members consist of representatives from:

- Sarsens Housing Association (West)
  - Westlea Housing Association (North) [+16 Accommodation options](#)
  - Ridgeway Housing Association (Part of the Aster Group) (Kennett)
  - Wiltshire Council Housing Management Team (South)
  - Alabare' Housing Project Charity