



Referral Policy:

The Foundations Project after school & youth club, is a service for children who are currently homeless or have previously been affected by homelessness. However, we also accept referrals from other professionals of children whose family may not be homeless, but have additional support needs.

Priority is given to children directly linked with homeless services and the main criteria for getting a place in the groups is that the family

- is currently living in homeless accommodation.
- has previously lived in homeless accommodation.
- or is at risk of homelessness.

If a family is not homeless they are assessed on a case by case basis and the support needs identified in the referral form are considered. Criteria considered include the following;

- the family is affected by addiction
- the family is living in extreme poverty
- the child has behavioural / educational support needs
- the parent / child has significant physical / mental health problems
- there has been family breakdown-bereavement/separation/parent serving prison sentence.
- the family has experienced domestic violence.

Foundations Project also assesses what other support services the family are linked with and priority is given to families that are not linked with other similar support services.

Referrals are accepted from a range of different professionals that may be working with a family e.g. social worker, teacher, public health nurse, key worker, addiction services etc. Families living in homeless services can also self refer to our project. There is a referral form for professionals to fill out which gives our staff some background information on the family and allows us to assess if they are a suitable referral. This information is treated in the strictest confidence.

There is often a waiting period prior to children being offered a place in either of the clubs. If there is no immediate place available children's names are placed on a waiting list. Places are offered to families from the waiting list on a needs basis or a priority system, rather than length of time on the list. Staff consider issues such as the family's current housing situation, the individual child's needs and the supports that are currently in place for the family or child.

All families/parents must meet with staff prior to being offered a place and complete a registration form. Staff will contact the referrer prior to contacting family to arrange a meeting with them.

Staff will make assessments of need based on the information given by referrer and from the child's parents during the registration meeting. Foundations Project may decide not to offer a child a place if it is felt that our service is not appropriate or we cannot meet the needs of the particular child, or if the child is accessing a similar service elsewhere.