

**Likely Eligible Young Person**  
LAC (aged 15:6 – 15:9) as likely to become an Eligible YP. LAC SW sends Commencement Form to IF TM

**Allocated IF worker**  
IF identify allocated worker who will be the Personal Adviser

**IF Commencement meeting**  
LAC Social Worker to arrange:  
• Commencement meeting  
• Introductory Meeting

**Attendance**  
Minimum:  
Young Person  
LAC social worker  
IF social worker  
When possible:  
Carer  
Residential keyworker or manager  
Parents

**Introductory Meeting**  
Arranged and chaired by LAC social worker

**Purpose**  
• Introduce the IF worker and IF service  
• Explain roles and responsibilities  
• Plan completion of Needs Assessment  
• Plan completion of Pathway Plan

**LBI Leaving Care Tasklist**  
Jointly by social worker and PA

**Needs Assessment**  
Completed by LAC SW by 3mths after 16<sup>th</sup> birthday or becoming LAC

**Joint working: Eligible Child**  
Joint working continues whilst the child remains LAC

**Roles and Responsibilities**  
Detailed roles and responsibilities for PA and SW are set out in this document

**Pathway Plan**  
Completed by LAC Social Worker

**Pathway Plan**  
• Completed by SW  
• In consultation with child and PA and significant others  
Reviewed every six months

**Case Transfers to IF**  
IF becomes case responsible when child ceases to be Eligible