Applicant states intention to apply for a Residence Order

Child meets Eligibility Criteria as outlined in section 3

Social Worker ensures that applicant understands Residence Order Allowances are means tested.

Social Work Report (SSCC399) completed and presented to Service Manager (Family Placement and Residential Services)

Service Manager (Family Placement and Residential Services) agrees to assess for a Residence Order Allowance

Social Worker obtains relevant paperwork <u>SSCC404</u>

– Residence Order Allowance Scheme Guidance
Notes, SSCC406c – Residence Order Allowance
Calculation.

*

Applicant completes forms and returns to Social Worker with evidence (as detailed in the Residence Order Allowance Scheme Guidance Notes)

Paperwork passed to Business Support by Social Worker & Level of financial assistance calculated by Business Support Officer and checked by Senior Business

Level of financial assistance and start date agreed by Service Manager (Family Placement and Residential Services). Applications for enhance payments must be agreed by the Director, Safeguarding, Children and Families

Financial Assistance begins to be paid weekly into applicants' bank account