06 January 2015

Dear Director

Milton Keynes Council would like to let you know you about the resources available to looked after children who may be placed in our borough by other local authorities, including children placed for adoption.

We have set out in this letter some information about Milton Keynes and the process for notifying us of the placement of a child and of when they subsequently move or are adopted. We have also included information about accessing universal services.

Please share this information with all relevant professionals within your children’s social care service to ensure they are aware of local service availability.

Information about Milton Keynes

Milton Keynes is a large town to the North of Buckinghamshire, located approximately 45 miles north of London.

Milton Keynes Council serves a total population of 252,400. We serve a younger than average age profile, including 68,300 (27%) children and young people aged up to 19. Our population is growing rapidly, with a 17% overall population growth between 2001 and 2011, including, over the same period, a 38% increase in the 0-4 population and a 39% increase in live births.

The Index of Multiple Deprivation 2010 ranks Milton Keynes 211th out of 326 local authority districts. Of the 139 Lower Super Output Areas (LSOAs) in Milton Keynes, seven are within the 10% most deprived in England and 17 are within the least deprived 10%.

Notifications

If you are unsure if a placement is within the boundaries of Milton Keynes, please use the following tool for clarification

http://local.direct.gov.uk/LDGRedirect/index.jsp?LGSL=57&LGIL=2&ServiceName=Pay%20your%20Council%20Tax

When your local authority places a looked after child in Milton Keynes, notifications should be sent to: - CPAdmin@milton-keynes.gcsx.gov.uk.

Michael Bracey
Corporate Director - People
Any change of address and notifications of looked after children leaving Milton Keynes or being adopted should also be sent to this email address, so that we can update our records.

Please ensure that notifications highlight any particular risks or vulnerabilities to assist the professional network in Milton Keynes to respond effectively to any issues that might arise.

If you need to contact Milton Keynes Children’s Services to make a referral, please call the Multi-Agency Safeguarding Hub on 01908 253169 / 01908 253170 or for emergencies outside office hours call 01908 265545.

Confidential information relating to a child can be sent securely to the following email address: RaATBusinessSupport@milton-keynes.gcsx.gov.uk.

**Education**

One of the factors most likely to disadvantage looked after children is the school time they may lose by being out of school, so securing a suitable school place is a priority for any child living in Milton Keynes.

Milton Keynes Council is the admissions authority for all community and voluntary controlled schools. The governing bodies of academies, foundation schools and voluntary aided schools are the admissions authorities at those schools. Details about admissions to schools in Milton Keynes are available on the website: [www.milton-keynes.gov.uk/schooladmissions](http://www.milton-keynes.gov.uk/schooladmissions).

Further enquiries regarding school places should be made by telephone on 01908 253338 or email schooladmissions@milton-keynes.gov.uk.

**Free Early Education and Childcare providers**

Free early education and childcare provides up to 15 hours of free childcare education for eligible two year olds and all three and four year olds. This could either be at a local nursery, pre-school or a childminder in the area.

There are a variety of early years providers across Milton Keynes. [Click here to use the Children and Families Information search](http://www.milton-keynes.gov.uk/schooladmissions) or telephone 01908 253338

**Milton Keynes Virtual School**

The Virtual School was established to support the looked after children in Milton Keynes (LAC). The school supports LAC who are statutory school age, from Reception to year 12. Good and outstanding schools aim to ensure that children have the best educational start in life and reach their full potential. The Virtual School has equally high aspirations for the LAC of Milton Keynes.
What does the Virtual School do?

• Monitor the attendance, attainment and progress of the LAC regularly and support schools to ensure LAC attend and achieve well.
• Close the attainment and progress gap between LAC and their peers by supporting schools to use appropriate support strategies so that LAC are able to access the curriculum effectively.
• Offer additional targeted support to reduce exclusion and increase access to the curriculum through effective distribution of the pupil premium grant.
• Support schools to produce high quality PEPs which are an evolving comprehensive educational record which is a live document.
• Ensure the LAC have access to a suitable range of high quality education and where Ofsted rates a school as less than good complete a risk assessment for the individual child or young person.
• Work with Designated Teachers to ensure schools follow statutory guidance effectively.
• Train all agencies and stakeholders involved in the education of LAC.
• Liaise with Virtual Schools in other Local Authority Areas to exchange advice to support the educational success of Milton Keynes LAC placed in other Local Authority areas and of LAC from other areas who are based in Milton Keynes.

If you have any queries about our work please contact Michele Mellor, The Virtual School Head Teacher on 01908 254505 or email thevirtualschoolheadteacher@milton-keynes.gov.uk.

Special Educational Needs

The SEN team provide support and advice and administers the assessment process for Milton Keynes Education Health and Care (EHC) Plans. They also make sure that the children and young people they hold responsibility for receive suitable education provision in line with what is set out in their Statement of Special Educational Need or EHC Plan.

Educational Psychology Service – Education Psychologists apply their training and knowledge of children’s development, learning and behaviour, which includes social and emotional well-being, in the work they do with organisations, teachers, parents and carers. They work alongside providers for the benefit of children and young people from ages 0-25 years.

Specialist Teaching Teams – Specialist Teaching Teams work to promote the development of educational provision for children and young people who have special educational needs and/or disabilities. They work in partnership with children and young people, their families and schools.

Milton Keynes SEND Information, Advice and Support Service (Milton Keynes SEND IAS) – is a statutory service offering confidential and impartial information, advice and
support to families in Milton Keynes who have a child with special educational needs or a disability between ages of 0-25, where this is impacting upon their education.

Pre-school learning alliance – The pre-school learning alliance is developing support for families of children and young people aged 0-25, through the provision of a named Independent Supporter (IS). The IS will offer targeted support throughout the Education, Health and Care assessment and plan process according to the needs of the family.

Specialist Teachers Early Years – The Specialist Teachers Early Years work to support under 5s with special educational needs and/or disabilities and their families.

Portage Service – The Portage Service is a home visiting education service for pre-school disabled children and children with special educational needs.

For further information contact the Milton Keynes SEND team on 01908 253414 or email SEN@milton-keynes.gov.uk or visit http://www.milton-keynes.gov.uk/schools-and-lifelong-learning/special-educational-needs.

Children’s Centres

There are 20 Children's Centres across Milton Keynes offering a range of activities and support including: adult and child activities, home learning, family support outreach, community events, volunteering, family health, antenatal as well as a range of additional activities and events. Please visit http://www.milton-keynes.gov.uk/children-young-people-families/early-years-and-childcare/information-for-parents/children-s-centres for details.

Children in Care Council

Today's Children, Tomorrow’s Future (TCTF) is Milton Keynes Children in Care Council. The group meets once a month to discuss current issues in Children’s Social Care (CSC) and present these ideas to councillors to make changes. For more information about TCTF contact Emma Hosking – Youth Participation Worker (emma.hosking@milton-keynes.gov.uk).

MK Community Health Service is part of Central and North West London NHS Foundation Trust

Community and Mental Health Services in Milton Keynes are provided by Central and North West London NHS Foundation Trust (CNWL). CNWL is one of the largest non-acute trusts in the UK, caring for people with a wide range of physical and mental health needs. They have approximately 7,000 staff who provide healthcare to a third of London's population and across wider geographical areas, including Milton Keynes, Kent and Surrey. For further information please see: Central and North West London NHS Foundation Trust (CNWL).
CAMHS

Milton Keynes Child and Adolescent Mental Health Service (CAMHS) supports families and professionals who are concerned about children and young people who may be experiencing mental health difficulties.

Milton Keynes CAMHS provides support to children and young people up to the age of 18 who are registered with a Milton Keynes GP. Support is also offered to their parents or carers and their families.

Referrals to the service can be made via telephone or post. The telephone referral service is available Monday to Friday from 09:00-17:00. Telephone: 01908 254375. For further information please see: CAMHS - CAMHS | CAMHS.

Youth Justice – Milton Keynes Youth Offending Team (MKYOT)

The service provides both statutory and non-statutory supervision for young people in the youth justice system in line with the National Protocol for Case Responsibility (2014). The non-statutory arm of the Youth Offending Service works with young people who have been given a pre-Court disposal such as a Youth Caution or Youth Conditional Caution. The aim of the service is to divert young people away from any further contact with the youth justice system. The young person receives a brief intervention, which focuses on the reasons why they have offended.

The statutory side of the service works with young people who have been made subject to community sentences including Referral Orders and Youth Rehabilitation Orders as well as those on bail or who have been remanded into custody. The service also works with young people serving custodial sentences. All young people receive tailored packages of intervention including one to one supervision to address risk factors associated with offending, causing harm to others and their own vulnerability and well-being. Use of restorative approaches and assessment of speech, language and communications needs are a feature of practice. MKYOT is a multi-agency team employing substance misuse, health and education practitioners alongside police and social care professionals to provide a holistic service to young people and their families.

A duty service (Monday to Thursday 9.00am – 5.30pm and 9.00am – 5.00pm on Fridays) offers information, advice and guidance on youth justice matters related to young people living in Milton Keynes

MKYOT can be contacted on 01908 391000.

VoiceAbility

Advocacy for children who are the responsibility of Milton Keynes Council is currently provided by VoiceAbility, who can be contacted via:
Telephone: 07908 886234
Milton Keynes Council is currently re-commissioning its children’s advocacy service and this arrangement may change during 2015.

Child Sexual Exploitation and Missing Children

The Milton Keynes Multi Agency Safeguarding Hub (MASH) responds to all contacts and Safeguarding referrals including where there are concerns about child sexual exploitation or a child who is missing. The MASH can be contacted on 01908 253169 or 01908 253170 or by email using children@milton-keynes.gov.uk.

Local Area Designated Officer (LADO)

The LADO must be contacted without delay and within one working day in respect of all cases in which it is alleged that a person who works with children has:

- Behaved in a way that has harmed a child, or may have harmed a child
- Possibly committed a criminal offence against or related to a child
- Behaved towards a child or children in a way that indicates they pose a risk of harm to children.

The Local Authority Designated Officer (LADO) is Bill Cook. Please contact Bill on 01908 254300 or if the LADO is not available, you should refer to the MASH on 01908 253169/3170.

General information

Further information about general services in Milton Keynes can also be found on the council’s website at www.milton-keynes.gov.uk.

We hope that this information is useful to professional colleagues from outside the borough, who are working with Looked after Children placed in Milton Keynes.

Yours sincerely

Michael Bracey
Corporate Director - People