

An easy read guide to

Referral Order

For parents and young people

DRAFT

RO

You have been sentenced by the court to a Referral Order



This booklet explains:

- what you must do
- what you must not do
- what happens if you do not work with us
- what we will do

Referral Order Youth Offender Panel

You must attend your panel meeting with your parent(s) or guardian(s) and agree a contract to help you stay out of trouble.

The panel is made up of two members of the public and the YOT/YOS.

The panel will keep an eye on how you are doing. **If you successfully finish your contract you will not have a criminal record (in most cases) .**

Your YOT/YOS worker will explain this.



What you **MUST** do



You must turn up to all sessions you are given.

You must turn up to all sessions on time.



You must work with our staff on why you have offended.



You must let us know if you change your address and contact information.



If you can't make your appointment, tell us why (in good time) and give us evidence, like a letter from your doctor or dentist.

What you must **NOT** do



You must not miss any sessions or be late.



You must not attend your sessions under the influence of drugs, alcohol or other substances.



You must not be disrespectful or rude.

What you must **NOT** do



You must not bring a dog with you to your sessions.



You must not bring a knife, weapon or sharp objects to your session.

You may be searched using a metal scanner.



You must not bring friends along to wait for you during your sessions.

What happens if you do not work with us



You will go back to the panel for them to decide if you can continue on the Referral Order, or if you have to go back to court.



The court may give you a new order or a longer Referral Order sentence.

What we will do

We will explain **why** and **how** we support you on your Referral Order contract to stop offending.

We will talk to you about what you did, and what effect it had on the victim or your local community.

We will answer any questions you might have and help you complete the order and stop offending.

We will follow your progress to make sure you're taking part and help you to stop offending. We want you to succeed and have a good life.



What we will do

We will respect your information if it will help you stop offending but we will share it with Police, Prison Service, Probation, Social Services, Health, Schools and Personal Advisers to help you stop offending.

If you tell us that you are not safe in prison, at home or in the community we will need to share this with other agencies to help make you safe. We will explain why we have to do this.

If something happens to you or if you're having ANY difficulties, tell your YOT/YOS officer or a family member as soon as you can - **we may be able to help and we will do all we can to keep you safe.**



While you are working with us you will have the chance to tell us how you feel, how we have worked with you and how we have helped you.

You can make a compliment or a complaint by contacting any of our managers. Your worker will show you how.

Your feedback will help us to make the service better in the future.



**We respect and value people of different
races, religions, genders, disabilities,
sexualities and ages equally.**

We expect you to do the same.

I understand and agree to these instructions

Young Person

Parent/Guardian

YOT/YOS Worker

Date

Your panel will be on

at

You can contact us here...

DRAFT

YOUR CHECKLIST

Turn up on time for your appointments

Do what is asked of you

Stay out of trouble

Complete your order and make amends for your offence

ViewPOINT 2010

If you provide a service to young people, you will want to know what they really think in order to:

- Assess their individual needs and plan your intervention
- To evidence the impact of your service on outcomes as well as its cost effectiveness

Viewpoint has been developed with YOSs in England and Wales to give you a direct line to young people's views and attitudes by employing online, interactive technology which is engaging and accessible for even the most difficult to reach young people.

Viewpoint also includes reporting technology which provides real-time, online reports for practitioners e.g. What Do You Think?, and for managers who can access a range of customised reports for monitoring and reporting on your service.

For more details go to:
www.vptorg.co.uk