



# The Questions

## Be Equal Questions

<b>A. To be fit and healthy (physical health)</b>			
No additional support required	Some Support	Lots of Support	Exceptional Support
<b>0</b>	<b>13</b>	<b>21</b>	<b>28</b>

**This question is measuring physical health. It is focussing on the medical support needs to maintain physical health. So a child with a learning disability or autism who is physically well would be “no additional support required” unless they had a health need connected to a physical impairment.**

**No additional support is required when-** when the young person has no particular health issues. They get common illnesses and they recover well. They generally keep good physical health.

**Some Support is required-** when the young person has a particular health condition that needs ongoing advice, support and monitoring from adults who care for them. For example a young person doing group activities would need staff to be aware of their condition and able to administer treatment but would not require continual day to day support because of their medical condition.

**Lots of support is required-** when the young person requires assistance every day with their health. As a result of impaired mobility, posture and balance the young person needs frequent support from an adult through the day (for example peg feeding, help to go to the toilet, to change their position etc.) The procedures to stay healthy impact a lot on the young person’s day to day routine and may need assistance from people who have had guidance and training to meet their health care needs.

**Exceptional support is required-** when the young person needs support at all times and often will require more than one person to assist them because of their complex physical health needs. Some of this care will be with people who have specialist health care skills. The young person uses equipment essential to their wellbeing.

Or

Where the procedures that are required to maintain the young person’s physical health require such care that they can only be delivered extremely slowly. These procedures take several hours each day and this has a huge impact on the child’s opportunities.



Norfolk County Council Secondary School Resource Allocation Questionnaire

**B. To be relaxed and happy (mental wellbeing)**

No additional support required	Some Support	Lots of Support	Exceptional Support
<b>0</b>	<b>13</b>	<b>21</b>	<b>28</b>

**No additional support is required** - when the young person is generally happy and relaxed. A young person experiences the 'ups and downs' of growing up but does not have prolonged worries for which they need support. The young person, with help from parents, can cope with new places while experiencing just the usual nervousness most young people have when trying out a new place.

**Some Support is required** - when the young person is frequently distressed as a result of issues with their mental wellbeing, medical condition, pain management or mood swings. The young person has a frequent sense of stress and anxiety. They need some reassurance, support and supervision on a regular basis to manage their feelings and to feel relaxed.

**Lots of Support is required** - when the young person's stress and anxiety continually affects their wellbeing and their behaviour can be challenging. A key issue for adults who support the young person is planning how to respond to their anxiety. The young person needs the help of a psychologist or psychiatrist to work towards feeling relaxed and happy.

**Exceptional support is required** - when the young person's mental wellbeing needs are very complex. Their anxiety and stress is so high that they have extreme challenging behaviour as a result of emotional distress which needs to be managed. In order to ensure that there is not a risk, of injury to them self, or others they need the supervision of two adults continually to make sure everyone is safe. The young person needs support from specialist services working to a structured behaviour management plan.



Norfolk County Council Secondary School Resource Allocation Questionnaire

**C. To be able to travel safely and use public transport**

No Additional Support Required	Some Support	Lots of Support	Exceptional Support
<b>0</b>	<b>4</b>	<b>6</b>	<b>8</b>

**No additional support is required when-** the young person can access public transport and has the road safety skills to be able to do so. For older children, fifteen plus, they have the potential to learn the skills to travel independently (an important skill for life that will increase their opportunities in the future)

**Some Support is required** – when the young person does not currently have road safety skills but can learn these skills. They need support to remember skills and a detailed independent travel programme in order to become an independent traveller. Progress will require to be supported through continual review.

**Lots of Support is required** - when the young person is expected to always need the support of an adult to use public transport and travel safely.

**Exceptional support is required** - when the young person cannot use public transport because either it is not accessible to them or the experience of using it would be too stressful for them or those providing support. They therefore need to use transport that has been adapted to their needs or they need to travel with support.



Norfolk County Council Secondary School Resource Allocation Questionnaire

D. To be able to communicate well			
No additional support required	Some Support	Lots of Support	Exceptional Support
<b>0</b>	<b>9</b>	<b>14</b>	<b>16</b>

**No additional support is required-** when a young person is a strong communicator through their first choice of communication and they can make clear their needs, wants and wishes they need no support in achieving this outcome.

**Some Support is required-** when a young person can explain some of their needs and wants but you need to check regularly that they have understood what they are saying. They may only pick out key words and their understanding of complex sentences may be impaired. If you are talking with the young person you need to check that they have understood what you are saying and are able to act on what has been asked of them.

Or  
A young person has a hearing impairment which makes it difficult for them to hear consistently what is being said to them.

**Lots of Support is required-** when as a result of a young person’s learning disability, it is difficult to understand the young person’s communication consistently and/or they have challenging support needs because of their frustration with communicating. They need 1:1 support in order to make their views known.

Or  
The young person is deaf and needs the support of an interpreter to communicate with those who don’t know sign language.

**Exceptional support is required** - A young person finds it difficult to express their needs and wants and who needs intensive support. This would usually include young people who communicate with technological aids but it requires professional support to be clear that their views have been correctly interpreted. This could also include young people who do not use any form of recognised language like speech, signing or technology and whose communication is interpreted mainly through their behaviour and their speech partners are not confident that they have interpreted their communication correctly.



Norfolk County Council Secondary School Resource Allocation Questionnaire

**To Achieve Questions**

<b>A. To join in with activities with other young people my age</b>			
No additional support required	Some Support	Lots of Support	Exceptional Support
<b>0</b>	<b>14</b>	<b>21</b>	<b>27</b>

**No additional support is required-** when a young person is supported to get involved in their hobbies and leisure interests by their family and face few problems in doing so. A young person can accept the guidance and support from adults leading activities most of the time and can take part in the activity with other young people. The young person has few fears or worries about going out and getting involved in activities with people they know well.

**Some Support is required** – When a young person needs 1:1 support for a short period of time (in addition to the usual support provided to young people within the group) to introduce them successfully into the activity. Other adults who support the activity or club require training and/or support to ensure that the young person is included.

**Lots of support is required** – when a young person needs to be continually supported throughout the activity. For example it is not enough for a parent to be nearby, a supporter needs to participate in the activity alongside the young person, making clear what they need to do or supporting them physically. The young person can only participate successfully in an activity if they have an individual worker alongside with them and who knows them well.

**Exceptional support is required-** When a young person needs 2 supporters to be with them throughout the activity. The support needs to be from people who are very aware of the young person’s needs and have specific skills, for example in knowing how the young person communicates and/or in behavioural support.

Or  
Where a young person, as a result of challenging behaviour, may pose a risk to themselves or others and this severely restricts the places they can visit and activities they can take part in.

Or  
Where the procedures that are required to maintain the young person’s health require such care that they can only be delivered so slowly that they take several hours each day and this has a huge impact on the young person’s ability to engage in activities



Norfolk County Council Secondary School Resource Allocation Questionnaire

**B. To learn the skills I will need that will help me in the future to be as independent as I can be.**

No additional support required	Some Support	Lots of Support	Exceptional Support
<b>0</b>	<b>10</b>	<b>17</b>	<b>23</b>

**No additional support is required** - when the young person is engaged in education or training that will lead to a nationally recognised qualification that will increase their opportunity of getting paid employment. It is a challenge for any young person to move out and live in their own home but they can access the support services that are available to get housing and have the potential to develop the skills to maintain their own home and live an independent life.

**Some Support is required** - when the young person is learning new skills. They need consistent support and reminders to stay on task to develop skills. They need this planned support on an ongoing basis if they are to build skills towards independence and employment.

**Lots of Support is required** - when the young person will need constant support to perform purposeful tasks. Training courses require to be tailored specifically to their needs. Work experience needs to be carefully crafted and supported by an employment coach constantly on a 1:1 basis. They need 1:1 support now to work towards the goals of employment and independence.

**Exceptional support is required** - the young person needs 2:1 support for their daily living, self-care, and independent skills. This may be a young person with complex health needs, a profound disability or challenging behaviour who requires 2:1 support and is at constant risk of being excluded from social life. There is a continuing need for professional advice and guidance from occupational therapy or psychology to develop plans to support the young person to maintain and develop skills.

Or

Where the procedures that are required to maintain the young persons health require such care that they can only be delivered so slowly that they take several hours each day and this has a huge impact on the young person's opportunities for independence.



Norfolk County Council Secondary School Resource Allocation Questionnaire

**C. To have a circle of friends**

No additional support required	Some Support	Lots of Support	Exceptional Support
<b>0</b>	<b>13</b>	<b>20</b>	<b>26</b>

**No additional support is required** -when the young person enjoys other young people’s company and finds it easy to meet and make friends and continue friendships.

Or  
Some young people with autism do not seek friendships and so no extra support is required if they successfully tolerate other young people and have learnt how to be with other young people without becoming distressed.

**Some Support is required** – when the young person needs the support of their family or carers to plan and prepare to get out of their home and meet up with their friends.

Or  
When some young people with autism need constant reminders about how to cope with meeting other young people they know.

**Lots of Support is required** - when the young person needs someone to support them to travel to meet their friends, keep the friendship going and provide support when they are with their friends.

Or  
When a young person with autism does not tolerate other children easily and requires 1:1 support when they are around other young people.

**Exceptional Support is required** - when friendships are hard to keep and the young person needs intensive support to keep in touch and keep their friendships. Two to one support is required to support meetings and activities with friends.

Or  
Young people who find it very distressing to leave their home or environments that they know well and have extremely limited contact with young people their own age.



## Stay Safe Questions

A. To be safe at home with immediate family			
No additional support required	Some support	Lots of support	Exceptional Support
<b>0</b>	<b>22</b>	<b>35</b>	<b>48</b>

**Please note this question is scoring how risk aware the young person is within their home and how much supervision is required to support them to be safe around the house. It is not trying to rank parenting capacity (whether there are any safety issues as a result of the quality of care parents provide). If the council has concerns around parenting issues these would be worked with as a safeguarding or parent support issue.**

**No additional support is required** - when the young person is safe at home with their family. The young person avoids danger in the home most of the time (e.g. boiling water, plug sockets) or those dangers are now not present because of aids adaptations in the house. The young person would not be expected to come to any harm if they were unsupervised in the house.

**Some support is required**- when the young person will try and stay safe. It takes a lot of time to explain everyday risks in the home to the young person. The young person struggles to remember the explanation and they need to be continually reminded about danger and risk.  
Or

The young person can play safely but needs an adult to regularly check that they are safe if they are unsupervised in a room in the home.

**Lots of support is required** - when the young person has the ability to reach dangers in the home and adult supervision in the same room is needed to stop the young person from becoming hurt.  
Or

Without continual supervision in the same room the young person would be at risk of harm. This would include children who cannot move out of the way of danger or who, if unsupervised, would not be able to change their posture.

**Exceptional support is required**- when there are many serious concerns about the young person's safety and there is continual monitoring on a day to day basis by professionals to ensure the young person's safety.  
Or

There is a need to monitor the young person's ability to place them self in danger even when they are continually supervised.





Norfolk County Council Secondary School Resource Allocation Questionnaire

<b>B. To be safe in the community</b>			
No additional support required	Some support	Lots of support	Exceptional Support
<b>0</b>	<b>22</b>	<b>34</b>	<b>50</b>

**Please note that in this question the lots or exceptional support levels can only be scored if there is a current constant threat from or to the young person to be managed.**

**Please note that if the child is never able to be out in the community without a safe and trusted adult the score will usually be zero.**

**No additional support is required** - when the community the young person lives in is a stable neighbourhood. The caring adults in the young person life are trusted and the young person is safe in their company. The young person is safe with their friends and bullying is not happening at the moment.

Or  
The young person's support needs are high and because they will always have an adult nearby they have not experienced bullying and are at a low risk of being bullied because of this additional protection.

**Some Support is required**- when there are worries about the young person's safety in their community. The young person is safe most of the time but there are places where they go to or people they see where they are in danger or are exploited.

Or  
They are occasionally bullied by other young people and need advice about how to assert them self and where they can find support to bring the bullying to an end.

**Lots of support is required when** – The young person is facing a constant threat from their community or from adults in their social network.

Or  
When the young person's relationships with their peers and places they visit through the week often gets them into conflict with other young people and the police

Or  
The young person is distressed by persistent bullying and present support to bring it to an end is not working. The young person needs very regular support to bring it to an end.



## Norfolk County Council Secondary School Resource Allocation Questionnaire

---

**Exceptional support is required when** - There is a big chance the young person may be seriously injured because of severe bullying having a big impact on their whole life or severe exploitation or abuse by other young people.

Or

There is a high risk of the young person regularly injuring other people and this has to be constantly managed because the young person has no sense of social boundaries and/or has severe challenging behaviour

Or

The young person is constantly involved in the criminal justice system and has become involved in criminal activity.



## Family Section

**A. Family life is good and there is time for everyone in the family to enjoy life and pursue the things that matter to them**

No additional support required	Some Support	Lots of Support	Exceptional Support
<b>0</b>	<b>14</b>	<b>22</b>	<b>30</b>

**No additional support is required-** when family life is good, the family cope well and are resilient in supporting the young person’s needs. The family do not experience regular stress as a consequence of supporting their child’s needs. Parents or carers have some time regularly to pursue their own interests and to relax

**Some Support is required-**when the young person’s needs result in the parent/carers regularly experiencing stress. This has an impact on their day to day wellbeing. Parents have very little time to relax.

Or

When there are occasional difficult behaviours which sometimes place siblings at risk and siblings may experience disruption in their ability to have friends around the house or to do homework.

**Lots of Support is required -** when the parents and carers experience severe stress as a result of the impact of caring for the young person and this is affecting their mental or physical health and this is in turn affecting the whole family.

Or

The needs of the young person require a lot of support and time from parents that the other children in the family are seriously effected and this is resulting in siblings experiencing high levels of stress or tiredness.

**Exceptional support is required –** when parent/carers feel such high levels of stress as a result of the impact of caring for the young person that the family is in crisis and professional support is needed to sustain the family.

Or

When parents/carers have their own health care needs that have exceptional impact on their ability to support their young person day to day.



Norfolk County Council Secondary School Resource Allocation Questionnaire

---

**B. Parent/ Carers get a good night's sleep**

No additional support required	Some Support	Lots of Support	Exceptional Support
<b>0</b>	<b>6</b>	<b>9</b>	<b>12</b>

**No additional support is required**- when the parent/carers generally sleep well, are usually not disturbed through the night and get sufficient sleep to be able to have the energy to care for the young person without feeling overtired.

**Some Support is required** - when the parent/carers are up several times each week to support the young person and as a result they feel overtired throughout the day. Or where the young person goes to bed late or is an early riser and this leads to the parent carer feeling over tired.

**Lots of Support is required** - when the parent/carers are up several times throughout the night every night to support the young person or the sleep pattern of the young person is so erratic that this leads to the parent/carer feeling exhausted.

**Exceptional support is required** - when the parent/carers are feeling overwhelmed by the sleep deprivation that caring for the young person entails. This is leading to an extreme level of exhaustion and stress for parent or carers and the family as a result is in crisis.



Norfolk County Council Secondary School Resource Allocation Questionnaire

**C. Parents carers get the support they need from friends, neighbours and extended family which regularly provides them with short breaks**

No additional support required	Some Support	Lots of Support	Exceptional Support
<b>0</b>	<b>10</b>	<b>15</b>	<b>20</b>

**No additional support is required**- when the parent/carers are well supported by friends, neighbours and their extended family. There are several people who know and love the young person and are willing to help with caring for them. The parent/carer knows that there is a group of people they can turn to for help on a regular basis.

**Some Support is required** - when the parent/carers receive some extended family and friend support but this is infrequent and for only very short times. There are few breaks provided by family and friends for the carer.

**Lots of Support is required** - when the parent/carers receive no support from family and friends with the care of the young person and this leads to stress and overtiredness. Although there is not a supportive network amongst extended family and friends there is support from a partner or a family member living with them.

**Exceptional support is required** - when a parent/carer feels extremely isolated. One person is caring for the young person solely without any support from family or friends. The parent carer is under a great strain as a result and this is having a big impact on their health and wellbeing.



## Individual Record Sheet - Norfolk Children's Services

Name of child or young person:				DOB:	
				CF ID:	
<b>1. Equal</b>					
A	B	C	D	Total Equal Score	
<b>2. Achieving</b>					
A	B	C	n/a	Total Achieving Score	
<b>3. Safe</b>					
A	B	n/a	n/a	Total Safe Score	
<b>4. Family</b>					
A	B	C	n/a	Total Family Score	
<b>Total Score</b>					

Completed By: .....

Date: .....

Short Breaks Team only.

Reviewed By:		Agreed:		Date:	
If not agreed, further actions required:			Date returned to worker:		