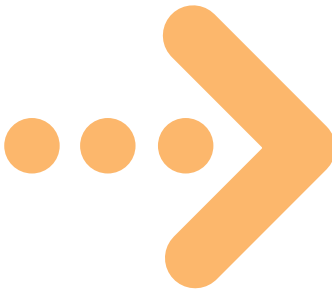




PLEDGE CARD

When you are working with Staffordshire Youth Offending Service (SYOS)

we pledge that:



- We will treat you with respect.
- Involve you in decisions that affect you.
- Deal with your complaints in a timely and sensitive way.
- When we are preparing initial reports for Court or Panels, we will arrange for you to meet with a health worker, a substance misuse worker and an education

worker to discuss your needs and support you to access school, training or employment. If you receive a Final Warning, you will receive the same service.

- At the end of each appointment, we will give you your next appointment
- We will inform your parent/carer of your appointments if you are under 17 years of age.

- We will explain the breach process and take you back to court if you fail to keep appointments and work to complete your Intervention Plan. If you are subject to a Final Warning and fail to comply, we will report this to the Police Service. If you later appear before the court we will inform them of your non-compliance.

- We will give you information about what will happen if you fail to keep appointments with SYOS and how we make decisions about what is an 'acceptable' or 'unacceptable' absence.
- Staff will be prompt for their appointments with you and contact you if they are delayed.

- Information about you is confidential to SYOS unless there is a need to share information about your safety or the safety of others.
- We will give you information about how we expect you to behave in appointments and the consequences of behaving in an unacceptable manner.



Your YOT worker is:

Their address is:

Office tel. no is:

Mobile tel. no is:

Whilst you are working with Staffordshire Youth Offending Service (SYOS)

we expect that you will:



- Treat all staff with respect.
- Respect all SYOS property.
- Attend all appointments when we are preparing reports for Courts / Panels and to give staff information which will assist us to help you.
- Attend all appointments on time and work to complete your Intervention Plan.
- Attend appointments free from the effects of alcohol or drugs.
- Tell your worker, at least 24 hours in advance, if you are unable to attend an appointment and ensure that you attend the new appointment.
- Provide evidence of why you were unable to attend an appointment (e.g. a doctor's appointment card, or an interview letter).

Data Protection Act 1998

The Act gives you the right to know:

- what information is being held about you
- why the information is being held
- which organisations we share information with about you



We keep your information for a minimum of seven years from your 18th birthday.

You are able to request, in writing, detail of information by contacting: Staffordshire Youth Offending Service, Tipping Street, Stafford ST16 2DH.

