Section 25 – Social Care (Youth Court)

V3, updated March 2016

25.2.5.1	End of rehabilitation period for	The end of the	None stated	Statutory	Rehabilitation of Offenders Act	М
.2	offenders under 18 at date of	period of 18			1974 as amended by Legal Aid,	
	conviction.	months beginning			Sentencing and Punishment of	
	A custodial sentence of 6	with the day on			Offenders Act 2012. Part 3	
	months or less	which the sentence			Chapter 8	
		(including any				
		licence period) is				
		completed.				
25.2.5.1	End of rehabilitation period for			•	•	•
2	offenders under dERT1 0 0 1 1dV	N/				

.3 offenders underldFBT1 0 0 1 1dW

25.2.5.2 .2	Youth Offender team records Offender Records Pre-Court Decisions Reprimands, Final Warnings Stage 1	On the giving of the reprimand / final warning or completion of the final warning intervention reduce non YOT information to basic information holding. Retain YOT specific information for 12 months	None stated	Corporate	Advice on Information Management in Youth Offending Teams. Youth Justice Board	M
25.2.5.2 .3	Youth Offender team records Offender Records Pre-Court Decisions Reprimands, Final Warnings Stage 2	On completion of the 2 months delete and dispose of YOT specific information (while recording last caseworker and outcome of last contact with YOT and last risk status) Retain basic information holding	None stated	Corporate	Advice on Information Management in Youth Offending Teams. Youth Justice Board	Μ

25.2.5.2 .6	Youth Offender team records Offender records Referral orders and sentences of Courts Stage 2	On the expiry of 3 years delete and dispose of YOT specific information (while recording last caseworker and outcome of last contact with YOT and last risk status). Retain basic information holding.	None stated	Corporate	Advice on Information Management in Youth Offending Teams. Youth Justice Board	M
25.2.5.2 .7	Youth Offender team records Offender records Referral orders and sentences of Courts Stage 3	At the end of 5 years or when the young person reaches the age of 18 years (Whatever occurs first) delete and dispose of all.	None stated	Corporate	Advice on Information Management in Youth Offending Teams. Youth Justice Board	Μ
25.2.5.6	Parent Case records (To be held in a separate file from that of the young person for whom they are responsible)	On programmes completion.	None stated	Corporate	Advice on Information Management in Youth Offending Teams. Youth Justice Board	М
25.2.5.7	Victim case records	On programme completion	None stated	Corporate	Advice on Information Management in Youth Offending Teams. Youth Justice Board	М

25.2.5.8 Young people convicted of sexual offences or assessed as presenting a risk (Actual or Potential) to children Sexual offenders sentenced under the Sexual Offences Act 2003. NOTE 1: Finite notification periods are halved if the person is under 18 when convicted or cautioned. NOTE 2: YOTS should not keep electronic or written registers of previously identified Schedule 1 offenders. NOTE 3: In keeping with the principle that YOTs should not retain information which is under the primary control of others, there seems no necessity for YOTs to retain data on the registration / risk status of a young person for sexual or violent offending beyond the periods of time identified in the recommended timescales for regular data archiving. (As shown below). Should a young person re-present to a YOT after the retention applicable to their previous case status as known to a YOT, the YOT should inquire of ViSOR (via the police or probation link), MAPPA and

their current risk status

Advice on Information Management in Youth Offending Teams. Youth Justice Board

Also see Guidance on the Rehabilitation of Offenders Act 1974 which applies from 10 March 2014

25.2.5.8 .3 Young people convicted of sexual

25.2.5.1 1	Wardship	6 years after 18th birthday but see notes	Paper/microfic he