

# Glossary



## **1 Appeal**

When you ask someone or an organisation to rethink their decision.

## **2 Asylum and Immigration Tribunal (AIT)**

The Asylum and Immigration Tribunal hears and decides appeals against decisions made by the Home Office in matters of asylum, immigration and nationality.

## **3 Asylum process**

The process you must go through when asking the UK government to protect you as a refugee fleeing persecution.

## **4 Budget**

To plan the way you will spend the money available to you.

## **5 Careers adviser**

A careers adviser is a person who can discuss your interests and ambitions with you so you can make decisions about education, training or employment.

## **6 Case Owner**

The person from the Home Office who is responsible for your asylum case.

## **7 Censored**

If information is censored it is kept back from you because it has been considered harmful to you.

## **8 Child Protection Register**

A list of names of children and young people up to the age of 18 who are thought to be in danger or have experienced significant harm or abuse. The abuse could be physical abuse, emotional abuse or neglect.



## **9 Confidentiality**

An understanding that the information you give to another person will be kept secret and not shared with anyone else without your permission.

## **10 Counsellor**

A counsellor is an expert person who gives advice or guidance in a specific area of knowledge.

## **11 Discretionary Leave**

A status awarded to people who have been refused refugee status and do not fulfil the criteria of Humanitarian Protection, but are allowed to stay in the UK temporarily for other reasons. It is only awarded in very limited circumstances.

## **12 Education Services**

Educational services are the local authority department responsible for your education.

## **13 Exploit**

To use another person for selfish reasons that may hurt or damage them.

## **14 Family tree**

A diagram showing someone's family over several generations.

## **15 File**

A file is a written record about you either kept on paper or on a computer.

## **16 Foster parents**

These are people chosen by the authorities who will look after a child temporarily because their parents are unable to look after them for some reason. Foster parents will look after the child for as long as is necessary.

## **17 Guardian**

A guardian is a person who is appointed to look after a child or young person if they have no one to care for them.

## **18 Hobbies**

Hobbies are things to do in your spare-time for fun or entertainment.

## **19 Home Office**

The government department that deals with all home affairs in the UK. They are also responsible for immigration, settlement and passport control for the UK.

## **20 Humanitarian Protection**

This status is awarded to people who have been refused refugee status but cannot be returned to their country of origin as they face serious risk to life or person or inhuman or degrading treatment or punishment. It is awarded for a three-year period and at the end of this period the circumstances of the case are reviewed.

## **21 UK Border Agency**

The government service responsible for immigration control officially called the UK Border Agency.

## **22 Interpreter**

A person who can translate one spoken language into another so that people can understand each other.

## **23 Key worker**

A key worker is a person who takes part of the responsibility for managing your case. This includes meeting your needs, taking care of you and speaking to other people on your behalf.

## **24 Legal representative**

Also known as a lawyer or solicitor your legal representative is the person who guides you through the legal process of claiming asylum in the UK. The legal representative will deal with the Home Office on your behalf and if necessary, prepare your asylum case.

## **25 Local authority**

The locally elected government that provides services such as health, education, social work, planning etc in your area (known as Glasgow City Council in Glasgow). There are 32 local authorities in Scotland.

## **26 Pocket money**

Money for spending on day-to-day expenses and small treats. This may be given to young people by the people supporting them.

## **27 Restrictions**

Limits put on the use or enjoyment of a service.

## **28 Refugee Status**

Status awarded to someone if the Home Office decides that they meet the definition of refugee as described in the 1951 Refugee Convention. A person with refugee status is also granted the immigration status Limited Leave to Remain in the UK. Limited Leave to Remain has a time limit of up to five years.

## **29 Residential unit**

A residential unit provides day and night care to children and young people who are looked after away from home. This is for children and young people of all ages.

## **30 Social worker**

A social worker is a person trained to offer counselling, guidance, and assistance to families, children and young people. They are usually employed by the local authority.

## **31 Social Work Services**

Social Work Services are a department of the local authority. Their job is to support individuals, families, groups and communities.

## **32 Supported accommodation**

Long and short-term accommodation supported by workers who can give emotional support as well as help in finding work, training and volunteering.

## **33 Supported carers**

People who help young people over 16 who have been looked after by Social Work Services. They do this by welcoming them into their home and offering them help and support.

## **34 Welfare**

A young person's happiness and well-being.

