



Word-bank

The North Yorkshire Learning Disability Partnership Board works to make services better for people with a learning disability and for people with autism. The Partnership Board has members from North Yorkshire County Council, health services, voluntary groups, advocacy organisations, family carers and people with a learning disability.

An important part of the Government's "Valuing People Now" strategy is to make sure information is easy to read and understand. This word-bank was suggested by people with a learning disability who worked with support to agree words, pictures and their meanings.

What is the Word-bank?



People who attend meetings, with or without support, sometimes struggle to understand the meaning of difficult words and phrases.



In North Yorkshire, self advocacy groups supported by KeyRing enable people with a learning disability to talk about important issues which are then shared at Partnership Board meetings, forums and local area or task groups.



The self-advocacy consulting groups wanted a clear description of difficult words used in meetings and started a list. They called this list the **Word-bank**.







They also agreed on the picture that best illustrated the meaning of the word or phrase.






Supporters and self advocates can use this **Word-bank** when a clearer explanation of a word is needed, either in preparation for or during a meeting.







Words about Health and Social Care



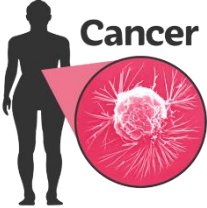

	<p>Abuse is when someone does something to hurt you or make you feel very upset.</p>
	<p>Accessible Information Standard is a law. It says Health and Social Care organisations have to make sure people get information and are communicated with in a way they understand. This means they can ask for information to be in a different format, for example, on a CD, Braille or Easy Read and can be given interpreters or advocates at meetings if they need them</p>
	<p>Accessible Information Letter is a letter agreed by the North Yorkshire Learning Disability Partnership Board and is sent as a reminder to Health and Social Care services about their duty to provide accessible information and communication support.</p>
	<p>Accreditation status means a service or an organisation has been checked and</p>




	then agreed that it gives a very high standard of service.
	Addiction is when someone keeps doing something that is really bad for their health or wellbeing but they can't stop doing it. For example, someone can be addicted to alcohol, smoking, taking illegal drugs or gambling.
	Advocacy is about having help to speak out about things that are important to you.
	Advocate is an independent person who supports people to have a voice and may help a person to get the support they need.
	Allergy is when a person's body has a reaction to something they eat, drink, breathe in or touch. For example, a person can be allergic to some foods or drinks or to a bee sting. The person may feel very itchy or a part of their body may start to swell up. Their breathing may also be affected.
	Annual health check is offered for adults and young people who are over 14 years old and have been assessed as having a learning disability. The person should be invited for a health check every

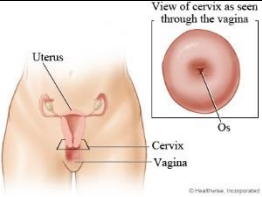
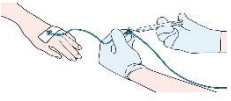





	<p>year with their GP. This should take about 40 minutes.</p>
	<p>Ante-natal care is the care a woman gets from healthcare professionals when she is pregnant. The woman will have appointments with a midwife and sometimes a doctor.</p>
	<p>Anxiety is a type of fear and makes someone feel very, very worried. It can stop them from doing the things they would like to do.</p>
	<p>Appeal is what you can do if you have had an assessment and you don't agree with their decision.</p>
	<p>Asperger syndrome is a type of Autism Spectrum Disorder. People with Asperger syndrome generally do not also have learning disabilities but may find it difficult to communicate and form friendships.</p>

	<p>Assessment from Health and Social Care is a meeting to find out what help and support a person needs.</p>
	<p>Asthma is what happens when someone's airways don't work very well so they may find it hard to breathe.</p>
	<p>Autism, or Autism Spectrum Disorder, affects how a person communicates and how they make sense of the world around them. Some people with autism may also have a learning disability.</p>
	<p>Autism Strategy is a plan for children, adults and young people in North Yorkshire with autism. This plan is to make sure everyone with autism gets the right support to live happy, safe and healthy lives.</p>
	<p>Behaviour that challenges Sometimes people may be in danger of hurting themselves or other people when they are very angry or worried. There are lots of reasons why this might happen and it is important people have the right support.</p>
	<p>Best interest decision is when a professional makes a decision about what</p>





	<p>is best for someone if they are not able to make the decision for themselves. This must only be what is right for the person and not for anyone else and the person must always be involved in making the decision as much as possible.</p>
	<p>Bipolar affective disorder is a type of mental illness and affects the way someone feels. The person will sometimes feel extremely happy and excited (mania) or feel very depressed.</p>
	<p>Bowel Cancer Screening is a special test to check if someone has cancer. This is usually sent out to people who are over 60 years old and can be done in your own home.</p>
	<p>Bradford District Care NHS Foundation Trust is the community health service for adults with a learning disability who live in Keighley, and Craven.</p>
	<p>Building the right support is a national plan to make sure we have the right services for people with a learning disability, autism or a mental health condition in the area where they live. This means changing the way that people are supported including closing down</p>






	<p>specialist hospitals for people with a learning disability.</p>
	<p>A Caldicott Guardian is someone who works for the NHS and also for the Council. It is their job to make sure any information about a patient is kept private and confidential.</p>
	<p>Cancer happens when the cells in a person's body go wrong and turn into a lump. The lump is called a tumour. There are two types of tumour. Some are benign, this means they are not cancer and do not cause harm. Other tumours are malignant. These grow and can spread to different parts of the body. This is cancer. Cancer can make you feel unwell. But sometimes people might not feel ill before the cancer is found</p>
	<p>Capacity means someone is able to understand information, think clearly and long enough about choices to make a decision. When a person cannot make a decision for themselves they are said to lack capacity. This might be permanent or just for a short time</p>





	<p>Care Act 2014 is a law about care and support for adults living in England. It says how health and social care professionals must work so a person gets the support that is right for them in a way they understand.</p>
	<p>Care and treatment review (C.T.R.)</p> <p>CTRs are for people who have been, or may be about to be admitted to a specialist mental health or learning disability hospital. When the policy talks about hospitals, it means this type of hospital.</p> <p>CTRs aim to reduce admissions and unnecessary stays in hospitals.</p> <p>The CTR is person-centred to make sure the care and treatment needs of the person are met, and that the person and their family are involved in this care and listened to.</p>
	<p>Care Quality Commission (CQC) is an organisation that checks to make sure there are good health services and good social care for adults in England. They check services run by care providers, health services, local councils and voluntary organisations.</p>


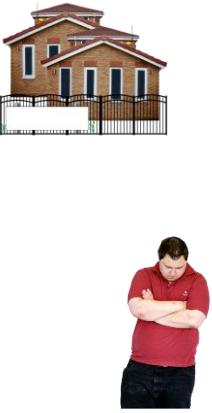


	<p>Cervix The cervix is the entrance to a woman's womb. It is inside a woman's body at the top of her vagina.</p>
	<p>Chemotherapy is the name for a treatment that may be given to someone who has been diagnosed with cancer.</p>
 	<p>Clinical Commissioning Group (CCG) is the name for a group of doctors and other health professionals who are in charge of planning and buying the healthcare that people need in North Yorkshire. There are five CCGs in North Yorkshire.</p>
	<p>Commissioning Services is buying services that people need, for example, home care, respite services, advocacy, speech therapy or physiotherapy.</p>
	<p>Community Learning Disability Team gives health advice, treatment and support to people with a learning disability.</p>
	<p>Community Mental Health Team (CMHT) support people living in the community who have complex or serious mental health problems.</p>





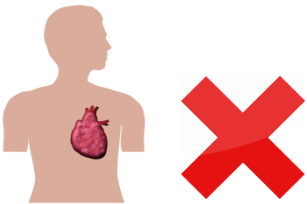
	<p>Community treatment order is used when someone has been detained in hospital for treatment and is discharged back into the community. A Community Treatment Order is a way to get the person to carry on with their treatment after they have left hospital. There are a set of rules the person must follow.</p> <p>‘Detained’ means the person has been kept in hospital.</p>
	<p>Complex needs means that someone has lots of different health issues.</p>
	<p>Confidential means that information is kept private and only seen by people who need to see it.</p>
	<p>Confidential Inquiry into premature deaths of people with Learning Disabilities (CIPOLD) was set up to find out why people with learning disabilities sometimes die earlier than other people. It collects information about someone who has died from everyone involved in that person’s life. This found that PWLD sometimes die early because</p>





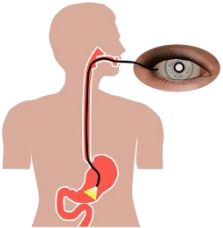

	<p>of access to healthcare. The report recommended things that health and care professionals should do to stop this happening.</p>
	<p>Connor Sparrowhawk (LB) was a young man with autism who died in an assessment and treatment unit in 2013. He was also called Laughing Boy (LB) because he was always laughing.</p>
	<p>Consultation is a way to find out what a person or group of people think of a plan or an idea. This could be a meeting or it could be a list of questions for you to answer.</p>
	<p>Contraception helps to stop a woman getting pregnant. There are different forms of contraception. For example, the man could wear a condom or a woman could have a special injection.</p>
	<p>Co-Chair is one person who is in charge of a meeting. One co-chair will be a self-advocate and the other person will be someone who is not council staff.</p>
	<p>Co-production happens when people who use a service work in equal partnership with the service provider to plan and sometimes deliver a service. This means that people who use services</p>

	<p>are included, consulted and work together with the service provider on a project that affects them.</p>
	<p>Court of Protection is a special court which makes some decisions when people cannot say or decide what to do because they lack capacity. The Court makes sure that people are kept safe and keep their rights.</p>
	<p>CQUIN (Commissioning for Quality and Innovation) is a way for health professionals to show that they offer a good quality health service and good patient care.</p>
	<p>Crisis Intervention Team offers support to someone with a learning disability when they are experiencing mental distress.</p>
	<p>Criteria are a list of rules to work out what you can have or what you can do.</p>
	<p>CT scan is a machine that takes pictures of the inside of a patient's body and bones.</p>

	<p>Dementia is a serious illness that affects the brain. It causes problems like memory loss and makes people confused. The risk of getting dementia increases as people get older although some people may get dementia earlier.</p>
	<p>Dementia strategy, “Bring me Sunshine” is North Yorkshire’s plan explaining how they will support people with dementia to live well.</p>
	<p>Depression is a type of mental illness. When someone is depressed they feel sad and tired all the time. They may not want to talk to people or do things they usually enjoy.</p>
	<p>Deprivation of Liberty Liberty means being free to do the things you want to do, when you want to do them.</p> <p>Being deprived of your liberty means not being allowed to leave the hospital where you are staying or the care home you live in.</p> <p>It might mean your family and friends not being able to visit you.</p> <p>Sometimes these things might happen to keep you safe.</p>

	<p>Deprivation of Liberty safeguards (DoLS) If you are deprived of your liberty, there must be a special agreement called a Deprivation of Liberty Safeguards Authorisation. This is a legal document which says you can be stopped from doing some things to keep you safe.</p> <p>If this has happened to you, it must be in your best interests</p> <p>This means that those caring for you need to think about what is best for you and make sure they involve you as much as possible in any decisions about you.</p>
	<p>Detention is when someone with a mental health condition is made to stay in a mental health hospital or ward for assessment or treatment. This is sometimes called being detained or sectioned.</p>
	<p>Diabetes is when someone has too much sugar in their blood. There are two kinds of diabetes. They are called type 1 or type 2 diabetes.</p>
	<p>Direct Enhanced Services are the extra health services that CCGs need to provide for patients.</p>

	<p>Direct Payment is a way of organising your personal budget to allow you to buy your own care and support services.</p>
	<p>Discharge plan is a plan to say what will happen after someone leaves hospital or an assessment or treatment unit and when this will happen.</p>
	<p>Disposable Income is the amount of money you have left after you have paid all of your bills and paid for things you need to live on. This is usually worked out when you have a financial assessment with social services.</p>
	<p>Domiciliary Care is the support given to someone living at home to help them live more independently. A carer will help with their personal care and household tasks if they are not able to do this for themselves.</p>
	<p>DNA means Do Not Attempt Cardiopulmonary Resuscitation. It is a written agreement to say a person does not want to be helped if their heart stops beating. This is a decision made together with the doctor, patient and their family.</p>





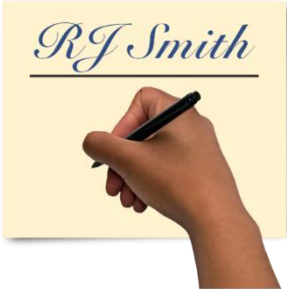
	<p>Duty of care is a law to make sure that anyone supporting or caring for someone gives that person the best possible care and support.</p>
	<p>Eligibility or Eligible means it has been agreed you are allowed something. For example, you may have an assessment to check if you are eligible for social care support</p>
	<p>Eligibility Criteria are the rules that the Government say Councils must have to check who can have social care support so that this is fair for everyone.</p>
	<p>End of life Care is the care and support to help a person during the last weeks and days of their life before they die.</p>
	<p>Endoscopy is a medical test to check if your stomach is healthy. A tiny camera is put in to the mouth and down in to the stomach.</p>
	<p>Enhanced Commissioning Framework is work that is being done to look at people who are from North Yorkshire, but who don't live here anymore. It will check to make sure people with a learning disability who moved away from North Yorkshire are safe. Some</p>





	people may be moved back to North Yorkshire if this is what they want.
	Epilepsy is having fits because of something happening in their brain. Another word for fits is 'seizures'.
	Experts by Experience are people who have used services, for example, learning disability, autism or mental health services. They check services to see what is good about a service and what needs to change.
	Family carer is someone who looks after a member of their family or a friend who has a disability or mental health problem but does not get paid to do this.
	Financial Assessment is a meeting to find out how much money you need to live on and how much you can afford to pay towards your support or housing.
	GP (General Practitioner) is another name for your doctor at your local health or medical centre.

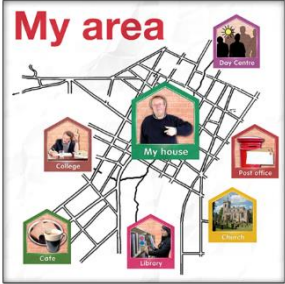

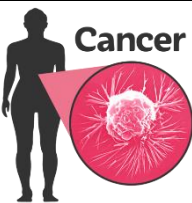


	<p>Green Light Toolkit is a guide to check and improve mental health services so they get better at supporting people with autism and learning disabilities.</p>
	<p>Gynaecologist is a doctor who specialises in treating illnesses and diseases that affect women.</p>
	<p>Health and Adult Services supports adults over the age of 18 who are assessed as needing care or support. They make sure people have the right support, information and advice to live safe, healthy and happy lives.</p>
	<p>Health Action Plan is a plan to help people stay healthy and is written by a doctor or a nurse.</p>
	<p>Health audit tool is a list of resources and information to check people are getting good health and social care support.</p>
	<p>Health Inequalities are when some people don't get the same chances to have good health care and treatment as other people.</p>

	<p>Healthwatch gives everyone in North Yorkshire the chance to say what is good or bad about a health or care service. There are Healthwatch services in all parts of the UK and a national Healthwatch.</p>
	<p>Health Self Assessment Framework is a way to collect information to find out how good health services are for people with a learning disability in our area.</p>
	<p>Health and Well Being Board is a group which includes commissioners (Doctors who buy local health services) councillors, someone from Healthwatch and someone from North Yorkshire County Council. They work together to make sure everyone who lives in North Yorkshire gets a good health service.</p>
	<p>Hearing Impairment means that a person has difficulty hearing.</p>
	<p>Hospice is a specialist hospital where patients go when their illness or health condition can't be cured and they need to receive end of life care.</p>
	<p>Hospital Flagging is a note which is put on a patient's medical records to let doctors and nurses know they have a</p>







	<p>learning disability and may need extra support</p>
	<p>Hospital liaison nurse gives support to people with a learning disability who come to hospital for an appointment or are admitted on a ward.</p>
	<p>Hospital Passport will tell Doctors and nurses important information they need to know about you if you have to go into hospital.</p>
	<p>Independent Advocate is someone who understands what is important to you and speaks up for you or supports you to speak up for yourself.</p>
	<p>Independent Mental Capacity Advocate (IMCA) supports someone who is not able to make big decisions like moving house or whether to have medical treatment. They will get to know the person and any wishes or feelings they may have or have had in the past and speak up on their behalf.</p>
	<p>Independent Mental Health Advocate (IMHA) supports someone who has been detained under some sections of the Mental Health Act. The</p>

	<p>IMHA will give the person advice about their rights. Anyone who has been detained in a hospital for assessment or treatment has a legal right to an IMHA.</p>
	<p>Joint Strategic Needs Assessment (JSNA) is a report that helps councils and health services to find out what services or things people need to stay healthy, safe and happy.</p>
	<p>Junior doctor is the title of any doctor who is not a consultant. This means they have to have more training and experience after they have completed medical school.</p>
	<p>Learning Disability England is an organisation led by people with a learning disability. It makes sure the voices of people with a learning disability are heard in the media, politics and in our communities.</p>
	<p>Learning Disability Register is the name for the register you can sign up to with your doctor (GP) if you have a learning disability. This will help the doctor to know you may need extra support and that you need an annual health check.</p>

	<p>Liberty means you are able to go where you want, with people you want and do the things you want to do.</p>
	<p>Lifestar is a plan that some Doctors might use to help them understand all the things that people need to make their life healthy and happy.</p>
	<p>Live Well, Live Longer strategy is North Yorkshire's plan to make sure people with a learning disability, live long, safe and healthy lives. It is a plan that was written by North Yorkshire County Council and the CCGs that work in North Yorkshire, with self-advocates</p>
	<p>Living Well Team gives support to people who need a little bit of help to keep themselves safe, well and independent. The team help people to work out how to do things for themselves. It is not for people who already have support from a social worker or support worker.</p>
	<p>Local Area Group is the name for the 4 groups in North Yorkshire that link to the Learning Disability Partnership Board. They talk about health and local issues that are important to people with a learning disability, their families and local services.</p>






	
	<p>Mainstream services are services that are used by everyone. For example, a mainstream mental health service is for anyone, not just for someone with a learning disability.</p>
	<p>Malignant is when tumours grow and spread to different parts of the body. This means someone has cancer.</p>
	<p>Mammogram is an X ray which takes pictures of your breasts. It checks for any small changes in your breast to see if there is any sign of cancer.</p>
	<p>Mania is a way to describe how someone who has been diagnosed with bipolar disorder feels when they are extremely happy or excited. They may have lots of energy and spend large amounts of money they can't afford, don't want to sleep or eat and get annoyed very easily.</p>






	<p>Mapping exercise is a way to find out as much as information as possible about the types of services and organisations there are in an area.</p>
	<p>Medication is another name for medicines or drugs which you may be prescribed by your doctor.</p>
	<p>Mental Capacity Act (MCA) is a law about making sure people have the support they need to make as many decisions about their life as possible and what to do when a person cannot make a decision for themselves, to make sure they are kept safe.</p>
	<p>Mental distress happens when a person can't cope with things that are happening in their life and may want to harm themselves or others.</p>
	<p>Mental Health Act is a law which makes it clear to people with a mental health condition what their rights are and how they can be treated.</p>
	<p>Mental health conditions are when someone feels worried, upset and anxious for a long time. They may not be able to think clearly or make decisions about things that are usually important to them.</p>

	<p>Mental Health Section is when someone with a mental health condition is held in a mental health hospital or ward for assessment or treatment. This happens when doctors think that the person is not able to keep themselves or others safe from harm.</p>
	<p>Mental Health Tribunal is when a group of people meet to make a decision whether someone who has been sectioned can stay or leave hospital.</p>
	<p>Midwife is a nurse who looks after women who are pregnant and is part of the team who delivers the baby when he or she is ready to be born.</p>
	<p>Mindfulness is a way to help someone change how they think about things and themselves. It helps them to think about what is happening right now and not what happened in the past or will happen in the future.</p>
	<p>National Commissioning Boards check to make sure health services in the area are giving a good service.</p>
	<p>Neglect is when you are not looked after properly. The person or people looking after you might not give you enough food</p>






	to stay healthy, help you to stay safe or give you the right medication.
	NHS 111 is the number to phone when it is not a medical emergency but you need advice about a medical condition if you are not able to visit your doctor.
	NHS England works with other health and care organisations to look after the running of the NHS including services for people with a learning disability or autism.
	NHS Quality Checkers are people with a learning disability or autism and families (experts by experience) who check NHS services. They make sure people with a learning disability and autism who are patients are get a good service.
	N.I.C.E. (National Institute for Care and Excellence) gives health advice and guidance to public health, social care and health professionals to help them make decisions on improving health and social care.
	North Yorkshire Health Task Group talks about health issues and health services for people who live in North Yorkshire with a learning disability and or autism. This group includes people with a learning disability and or autism, family

	carers, health professionals and health and adult services.
	North Yorkshire Learning Disability Partnership Board works to make services better for people with a learning disability and for people with autism. The Partnership Board has members from North Yorkshire Council, health services, voluntary groups, advocacy organisations, family carers and people with a learning disability.
	Obstetrician is a doctor who specialises in looking after women who are pregnant or are giving birth.
	Orthodontist is a dentist who specialises in treating patients whose teeth and or jaws need to be positioned differently. For example, a patient may have crooked teeth or too many teeth.
	Ophthalmologist is a doctor of medicine who specialises in diagnosing and treating disorders of the eye.

	<p>Opticians are not doctors but are trained to examine patient's eyes, test their sight and give advice on eye problems.</p>
	<p>Out of Area is used to describe people who are not living in the area where they come from. We mean out of area if someone is from North Yorkshire, but they are not living in North Yorkshire. This could be because they are in hospital, in an assessment or treatment unit or residential home.</p>
	<p>Palliative care is the support and care people have when their illness can't be cured. It is about making sure the person is as comfortable as possible for the last few days or weeks of their life.</p>
	<p>Partnership is about working together to make things happen.</p>
	<p>Personal Budget is the amount of money needed to pay for your support after your social care needs have been assessed. It helps you to choose how much services cost and choose how the money is spent.</p>



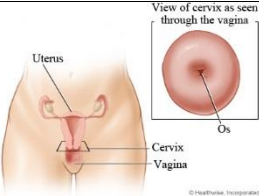


	<p>Person Centred Support is when people understand what is important to you and give you the right care and support to do the things you want.</p>
	<p>Personal Health Budget (PHB) is the money someone gets if they have a number of health issues and they need a lot of support to stay healthy. It helps them to know much a service costs and choose the service that is best for them.</p>
	<p>Personal Independence Payment (PIP) is a benefit for people who need help with their everyday life or if they find it difficult to get around.</p>
	<p>Personal Learning Hubs are a place for young people to get the extra support they need when they have a personalised learning pathway.</p>
	<p>Personalised Learning Pathway is a plan to help a young person who needs extra support to learn after they leave school. It will help them to learn in the way that is best for them to be more independent and learn the skills they need for the future.</p>


	<p>Pharmacist is a trained medical professional who prepares and gives out medications.</p>
	<p>Pharmacy is a name for a place to buy or collect medication. Another name is Chemist.</p>
	<p>Physical impairment is when someone is not able to move a part of their body without help or with difficulty. For example, a person may use a wheelchair or walking frame.</p>
	<p>Psychiatrist is a special sort of doctor who will diagnose and treat patients with a mental health condition and can prescribe medication.</p>
	<p>Psychologist has training at University and treats patients with some mental health conditions, for example, anxiety and depression.</p>
	<p>Preparing for Adulthood is a way of working with young people which brings Children and Young People's Services together with Health and Adult Services.</p>

	<p>Prescription is information from a doctor to a pharmacist about the medication they have prescribed to a patient.</p>
	<p>Prevention Services is the name for a service where staff who used to work separately in health, education and social care now work together in one place. Staff work together to share information so that children, young people and their families get the support they need when they need it.</p>
	<p>Provider Services are services which offer support to people. This could be domiciliary care, housing support, self-advocacy or support to do activities.</p>
	<p>Public Health Team helps people to stay healthy and avoid illnesses. One of the ways they do this by giving advice and information to warn people of the dangers to their health and how people can protect themselves.</p>
	<p>Reablement helps people who are ill or injured so they can still live as independently as possible. For example, this may be help to wash and get dressed until they are able to do this for themselves.</p>





	<p>Reassessment is when you have another meeting to check you are getting the right support or paying the right amount of money for services.</p>
	<p>Referral is when you are sent to another doctor or nurse for more treatment or information. For example, a carer can make a referral for someone to see a community nurse.</p>
	<p>Restraint is a way to stop someone doing something by holding them in a special way. This could be because they are in danger of hurting other people or themselves.</p>
	<p>Safeguarding is about making sure young people and adults are safe from abuse and neglect.</p>
	<p>Safeguarding Alert is when someone speaks to the safeguarding team if they think someone is being abused or neglected so that the team can check to make sure the person is safe.</p>
	<p>Safeguarding Adults Board (SAB) is a group of organisations in North Yorkshire who work together to try to keep people safe from abuse and neglect. This</p>

	<p>includes NYCC, Health providers, advocacy and the Police.</p>
	<p>Screening is the name for tests that can sometimes find cancer early.</p>
	<p>Section 136 gives the police the right to take someone who is mentally unwell to a place of safety if they are in a public place.</p>
	<p>Self-advocacy means speaking up for yourself. This can be a group of people or one person speaking up about things that are important to them and other people.</p>
	<p>Self-advocate is the person who is speaking up for themselves or on behalf of other people.</p>
	<p>Self-advocacy Forum is a meeting for people with a learning disability or autism which is held around North Yorkshire four times a year. These meetings are led by a self-advocate and the issues the group talk about are chosen by them each year.</p>

	<p>Sensory impairment is a way to describe someone who has difficulty hearing, speaking or seeing. This could mean a person has some difficulty or is not able to hear, speak or see anything at all.</p>
	<p>Single Point of Access is a service for people who have been referred to mental health services. This is where they go first of all to get the advice and information they need to find the support that is right for them.</p>
	<p>Smear Test is a way to check if a woman has any changes to her cervix. Finding changes to the cervix before they turn into cancer can help to stop cervical cancer.</p>
	<p>Social Care Assessor is a social worker who carries out reviews and assessments to find out if people need support, and what sort of support they need.</p>
	<p>Social Care Needs means anyone who needs extra support in their day to day life. This may be because they have a disability, autism or a mental health condition or because they are an older person.</p>

	<p>Strategy is a plan of how things will be done.</p>
	<p>STOMP (Stop The Overuse of Medication) is a health campaign to stop the overuse of medication for patients with a learning disability and/or autism. This is medication which alters someone's behaviour or mood and has long term affects to their health and well-being.</p>
	<p>Summary care record (S.C.R) is a record of important information about your health which is stored on a computer. This means that if you visit a doctor or nurse who doesn't know you well they can look at your S.C.R. so they can treat you quickly and safely.</p>
	<p>Telecare is special equipment to help people stay safe and independent. This could be an alarm to call for help or a button to press to open or close curtains.</p>
	<p>T.E.W.V. (Tees Esk and Wear Valleys NHS Foundation Trust) is the community health service that supports adults with a learning disability in most parts of North Yorkshire.</p>

	<p>Transforming Care is the Government's plan to make services better for people with a learning disability, autism or mental health conditions who are at risk of hurting themselves or others. It will make sure people get the treatment they need quickly so they can continue to live safe, healthy and happy lives.</p>
	<p>Transforming Care Partnership is a group of commissioners from Clinical Commissioning Groups (CCGs), local councils and NHS England who work together. They find ways to plan and pay for services for people with a learning disability, autism and mental health conditions.</p>
	<p>Ultrasound is a machine that helps doctors to see pictures of the inside of a patient's body.</p>
	<p>Vaccination is an injection that helps to protect people from catching diseases or infections.</p>
	<p>Validation means to check something is true or correct.</p>
	<p>Visual Impairment means someone has difficulty seeing or is registered blind.</p>

	<p>Vulnerable Adult is anyone over the age of 18 who needs extra support to live a safe and healthy life. This may be because they are not able to take care of themselves or they need support to stop someone else from hurting them.</p>
	<p>Whistle Blowing is when someone thinks there are bad things happening at work and reports this to stop them from happening</p>
	<p>Winterbourne View was a service for people with learning disabilities and autism who were very badly treated by their staff. There was a programme on T.V. to show everyone the bad things that were happening.</p>
	<p>Winterbourne View Concordat is an agreement by local Health services, North Yorkshire County Council and other organisations to say they will work together to make sure that vulnerable people are safe. This includes people who do not live in North Yorkshire but are supported or funded by North Yorkshire County Council or local health services</p>



Words about Keeping Safe, Police and Crime



Abuse is when someone hurts you or says something bad to you on purpose. There are lots of different types of abuse and if this happens to you, you should tell someone.








Accused is the person who is charged with doing the crime.









Adjourned means the court case is stopped but will start again later or start on another day.



Admitted means the accused person has said they did do the crime.

	<p>Alcohol abuse is when someone drinks too much alcohol which can make them very ill.</p>
	<p>Alleged means that we think something happened but it hasn't been proved that it did happen.</p>
	<p>Appeal can be made if the defendant is unhappy with the decision the Judge has made. The defendant can appeal (ask) for the case to be heard in a higher court. There must be good reasons why they want to appeal and there are time limits.</p>
	<p>Appropriate Adult is someone who gives support to a young person or vulnerable person who has been arrested and needs support at the police station.</p> <p>They go to the police station to be with the person who has been arrested and help them understand what is happening.</p> <p>An Appropriate Adult can be a parent, guardian, carer or a community volunteer. These people do not work for the police. An appropriate adult is not a lawyer.</p>
	<p>Arrested is when the police take a person to the police station if they think that person has done the crime. This does not mean the person is guilty.</p>







	<p>Anti-social behaviour is bad behaviour that upsets other people who do not live with that person. This could be playing loud music late at night or damaging someone's property.</p>
	<p>Assault is when someone hurts you on purpose. This can be physically hurting you or saying they will hurt you.</p>
	<p>Attorney General is the main lawyer who gives advice to the Government about the law.</p>
	<p>Bail is when the person who has been accused of the crime does not need to go to jail before the case goes to court. Sometimes there are things that the person who is on bail must do. For example; stay in their house at night time or go to the police station every day.</p>
	<p>Barrister is a lawyer who speaks in court.</p>
	<p>Bullying is when someone is not kind to a person on purpose. This could be hurting or ignoring them, making them do something they don't want to do or calling them nasty names.</p>






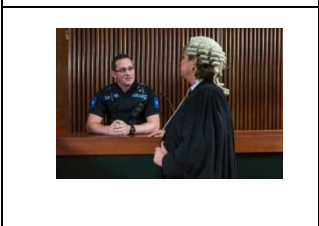
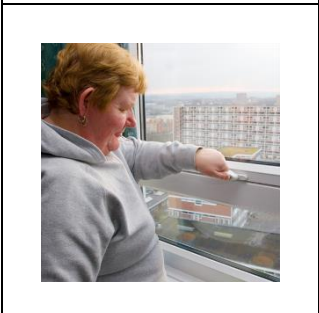
	<p>Case is the name for a crime once it has been reported to the police.</p>
	<p>Charge is the name of crime that someone has done and the law that makes this a crime.</p>
	<p>Chief Constable is in charge of the police in his or her area and works with the Police and Crime Commissioner.</p>
	<p>Citizen is someone who has a legal right to live in a country.</p>
	<p>Civil Injunction means that police will be able to take out a civil injunction to stop someone from causing anti-social behaviour. This can also make sure the person does do something to stop this behaviour. For example; keep their dog under control.</p>
	<p>Closure Power means the police or council can close down a building if there is anti-social behaviour happening there. This could be a pub that is playing loud music late at night or a building that people use to sell illegal drugs.</p>



	<p>Community is the area where you live. This could be just a few streets close to your home or it could be the whole village or town.</p>
	<p>Community Protection Notice can be used when a person or a business is doing something wrong. For example; someone at the business sells illegal drugs or plays loud music. The police have the power to stop the person or business doing this.</p>
	<p>Community safety hubs are a place for the police and local organisations to share information about crimes in the area.</p>
	<p>Community Trigger can be used if you have reported anti-social behaviour at least 3 times in the last 6 months and the anti-social behaviour has not stopped. You must have reported this to the police, council or your housing provider.</p>
	<p>Compensation is when a victim gets money because something really bad has happened to them or their home. For example; the person's home or things that belong to them have been damaged.</p>
	<p>Consumer is someone who buys a product or a service from a shop, business or person.</p>







	<p>Conviction is when the jury or magistrates decide that a person has done the crime.</p>
	<p>Court is the place where the case is heard.</p>
	<p>Crime is something a person does that is against the law. There are lots of different crimes, for example, theft, robbery and assault.</p>
	<p>Criminal Behaviour Order (CBO) is an order by a court to say the person must stop their anti-social behaviour.</p>
	<p>Criminal Law are the rules that help us to keep safe. There are some rules to stop us getting hurt and some rules to keep us safe.</p>
	<p>Cross Examination is when the other person's lawyer asks the witness or defendant questions about the crime.</p>
	<p>Crown Court is the court where really serious criminal cases are heard. When the case is serious, it goes to the Crown Court instead of the Magistrates Court.</p>






	<p>Crown Prosecution Service (CPS) is a Government department. When the police think someone did something that is a crime the CPS have to decide if that person must go to court.</p>
	<p>Custody is another word for jail or prison.</p>
	<p>Defendant is the person who is accused of doing the crime.</p>
	<p>Defence witness is the person who gives evidence at court to support the defendant</p>
	<p>Disability Hate Crime is a crime which the victim or someone else, thinks happened because they are a disabled person.</p>
	<p>Dispersal Powers means the police can send someone away from an area if they are causing anti-social behaviour, damaging property or doing a crime.</p>

	<p>Doorstep sellers are people who come to your door to sell you things. Sometimes they will ask for a lot of money for things that you don't want or try to make you pay for work that they don't do.</p>
	<p>Emergency is anything that happens suddenly and you need to get help quickly from the police, fire service or an ambulance. If it is an emergency you will need to phone 999.</p>
	<p>Emotional Abuse is when someone is unkind to you without physically hurting you. For example; they call you rude names, laugh at you, make fun of you or treat you like a child.</p>
	<p>Evidence is information to prove someone did a crime. This could witness statements, clothing videos or photos.</p>
	<p>Extremism is when someone has very, very strong opinions about politics and religion. This can encourage them to commit an act of terrorism.</p>
	<p>Financial Abuse is when someone steals your money or makes you pay for something you don't want or sign papers you don't understand.</p>

	<p>Fraud is when someone pretends to be someone or something else. This could be to get money for you or steal your identity.</p>
	<p>Giving Evidence means telling people in court about the crime, what happened and what you saw.</p>
	<p>Guilty is when the jury decides the person has done the crime.</p>
	<p>Harassment is when someone keeps doing things to you that hurt or upset you.</p>
	<p>Hate Crime Reporting Centre is a place where you can go to if you have been a victim of hate or mate crime. You can tell someone what has happened and they will help you to report it.</p>
	<p>Hearing is when a criminal case is talked about in court. There can be lots of hearing before a case is finished.</p>
	<p>Home Alone Campaign is about making sure vulnerable people who live on their own have the information they need to take action if something unexpected happens. This could be a flood, fire, accident or robbery.</p>

	Human Rights Act is about making sure that everyone has the right to live the life they want and the right to feel safe.
	Identity Fraud is when someone steals information about you and pretends to be you. This could be stealing your bank details, your address or your passport or any information they can get about you from the internet.
	Illegal drugs are any substances that people use to change the way they feel. These are not prescribed by a doctor and can't be bought in a pharmacy or chemist.
	Innocent or not guilty is when the magistrates or jury decides the person did not do the crime.
	Intermediary is an official person who helps a victim or witness to give evidence in court. They can explain what the court is doing and what the questions mean. They can also help the court understand what the person is saying.

	<p>Intimidated or intimidation means someone is worried or scared that someone will do something bad to them if they give evidence or tell people about a crime.</p>
	<p>Investigation is when the police look at all the evidence to see if a crime has happened.</p>
	<p>Judge is the most important person in the crown court and makes sure everyone works in the same way and does what the law says they should do.</p>
	<p>Jury are the 12 people who listen to the trials at the Crown Court and decide if the person is guilty or not guilty.</p>
	<p>Lawyers are people who have qualifications in the law and speak in court. A lawyer can be a man or a woman and are sometimes called solicitors.</p>
	<p>Liberty means you are able to go where you want, with people you want, when you want.</p> <p>Deprivation of Liberty (D.O.L.s): being deprived of your liberty means not being allowed to leave the hospital where you are staying or the care home you live in.</p>

	<p>It might mean your family and friends not being able to visit you.</p> <p>Sometimes these things might happen to keep you safe.</p>
	<p>Live Link is when a witness gives evidence to the court from a different room. It can be shown from a television so the court can see the witness and the witness can see the court. This is called a special measure.</p>
	<p>Local Delivery Teams are a group who work together to make our communities safer. They include the fire and police service, local councillors, health service, mental health teams and voluntary groups.</p>
	<p>Magistrates are members of the public trained to make decisions in criminal cases.</p>
	<p>Magistrates Court deals with most of the cases which are less serious than the cases which are heard at the Crown Court.</p>
	<p>Mate Crime is when someone pretends to be a friend but then steals your things, hurts you or does things that a real friend would not do. Mate Crime is not a legal term.</p>





	<p>Neglect is when you are not looked after properly. The person or people looking after you might not give you enough food to stay healthy, help you to stay safe or give you the right medication.</p>
	<p>Non emergency 101 is the number to call the police to report a crime or an incident but it is not an emergency.</p>
	<p>Not Guilty is when the defendant says they did not do the crime. If the magistrate or jury decide the defendant did not do the crime then they say the defendant is not guilty.</p>
	<p>Oath is a promise made in court that you will tell the truth.</p>
	<p>Offence is another word for the crime that has happened. The person who did the crime is sometimes called the offender.</p>
	<p>Partnership is when people work together to make things happen.</p>

	<p>Police and Crime Commissioner (PCC) is Julia Mulligan in York and North Yorkshire. Her job is to make sure the Chief Constable and his police force are doing a good job to reduce crime in our area. She writes a plan to say what things she thinks the police should be doing to make York and North Yorkshire a safer place to live.</p>
	<p>Police Community Support Officer (PCSO) work alongside the police and help to stop crime but they can't arrest people. They give advice on how to stay safe and tell the police when they think there has been a crime.</p>
	<p>Police Officer is someone who works for the police. An important part of their job is to find out who has committed a crime and arrest someone if they have broken the law.</p>
	<p>PREVENT is a Government plan to stop people becoming terrorists or supporting terrorist acts.</p>
	<p>Previous convictions are a list of the crimes someone has done before.</p>
	<p>Proceedings is the court case that is happening.</p>

	<p>Prosecution is when the Crown prosecution service decides to take someone to court because they think there is enough evidence to show they did the crime.</p>
	<p>Prosecution witness is someone who has given the police information about the crime which helps prove the defendant is not guilty.</p>
	<p>Prosecutor is a lawyer working for the crown prosecution service. They try to show the defendant is guilty of doing the crime.</p>
	<p>Public space protection order will be decided by the local council. It will stop people causing anti-social behaviour in an area. For example, if people are doing this in a park or outside a building.</p>
	<p>Radicalisation is the way in which a person is encouraged to support terrorism and extremism.</p>

	<p>Restraining order is an order by the court to stop the person accused or convicted of doing the crime going near or speaking to the victim or witness.</p>
	<p>Safeguarding is about keeping a vulnerable person safe from abuse or neglect. If something bad happens or there is a risk it might happen, the safeguarding team will need to investigate to make sure the person is safe.</p>
	<p>Safeguarding Adults Board is a group of people from different organisations, for example, from health, the council and police. They are responsible for making sure vulnerable people are safe from abuse or neglect.</p>
	<p>Safe Places are safe places a vulnerable person can go to if they are a victim of crime or feel scared or anxious. There will be a sticker on the window of the shop or business to show that staff can help you.</p>
	<p>Section 146 means that if a crime is thought to be a hate crime and the defendant is found guilty they will get a tougher sentence.</p>

	<p>Sentence is the punishment that the Judge gives to someone found guilty of doing the crime.</p>
	<p>Social inclusion means people who live in the same community all work together to make the community a better place for everyone who lives or works there.</p>
	<p>Special measures are different ways to give evidence in court that are right for you. This could be a video of you giving evidence or you could be behind a screen or in another room.</p>
	<p>Spiking is when someone puts an illegal drug in to a person's drink which can make you very ill.</p>
	<p>Spikey is a plastic stopper to put in the top of a bottle you are drinking from to stop your drink being spiked when you are at parties or in a bar.</p>
	<p>Statement is what the victim or witness tells the police about the crime and what happened. It is normally written down and then signed. Sometimes the statement can be recorded on a video.</p>

	<p>Street triage is a way that the police and mental health services work together. They make sure a person gets the right support if they show signs of being mentally unwell when they are out and about.</p>
	<p>Stronger Communities Programme is support from the county council to help a group plan how to make their community better for others. For example, it might be helping a group look for money for a project or find volunteers to run activities for young people.</p>
	<p>Suspect is the person the police think did the crime but they haven't been charged yet.</p>
	<p>Terrorism is an action that is dangerous or violent, and done on purpose to make people scared. An act of terrorism may cause real harm to just one person or lots of people, buildings or property.</p>
	<p>Trader is someone who runs a business. This could be a shop or other business which sells items to customers. It could also be a person who provides services to customers, for example a builder or plumber.</p>

	<p>Trading Standards is part of your local council. They give advice about consumer law so that customers and businesses are treated fairly. They investigate trading and consumer complaints and visit shops and businesses to make sure they are following the law.</p>
	<p>Trial is what happens if the person accused of doing the crime says they didn't do it. At the end of the trial, a decision is made about whether they are guilty or not guilty.</p>
	<p>Unit of alcohol is a way of thinking about how much alcohol you drink. Public Health advice says that men and women should drink no more than 14 units a week. This is about 6 pints of beer or 7 glasses of wine a week.</p>
	<p>Vandal or vandalism is when someone or a group of people damages someone's property on purpose.</p>
	<p>Victim is the person who had the crime done to them.</p>

	<p>Victim Personal Statement (VPS) is a way for a victim to say how the crime has made them and their family feel. They can write a statement to read in court which can help the court decide what sentence to give the defendant.</p>
	<p>Victim Support is an organisation that supports victims of crime. They offer practical and emotional support and advice on ways to keep safe.</p>
	<p>Video Evidence is when the witness records their evidence before the trial. The video is played at the trial but only some people can see this.</p>
	<p>Vulnerable Adult is someone who needs extra support to stay safe and healthy. For example; someone with a learning disability, autism, mental health problem, a physical disability, or a frail and elderly person.</p>
	<p>Vulnerable witness is someone who needs extra help for a good reason. For example; they have a disability, a mental health issue or because they are very young or very old.</p>



Witness is someone who saw the crime or knows something about it. The witness tells the police and may be asked to tell the court what happened if there is a trial.



Witness box is the place where the witness stands in the court when they give evidence.