

Virtual School Frequently Asked Questions regarding Post-16 Children Looked After/Care Leavers

1. What are Post-16 Personal Education Plans (PEPs)?

Termly meetings with Post-16 students to review their Personal Education Plans for Key Stage 5 students in Years 12-13. This includes monitoring attendance, punctuality, attainment, behaviour, setting SMART targets, discussing future goals, bursary funding and any other issues to support the education outcomes of the individual young person.

The meeting may be held jointly with a Child Looked After review/Education Health Care Plan annual review or other meetings with the same attendees. Post-16 PEPs may be held separately as to focus on any specific support required, and during the Covid-19 pandemic the meetings have been held virtually via Teams, conference calls and hybrid methods so that all can attend or contribute. Email updates with the professional network are encouraged between meetings to keep in touch regarding any information to be shared.

Unlike PEPs for Statutory School Age students, Post-16 PEPs are not submitted on Welfare Call. Instead, a word document template is provided to education provisions to complete, and all can add comments to this during or after the meeting. Attendance register marks, tutor reports, examples of student work and other documents are encouraged to be shared as part of the PEP. Please see the attached Post-16 PEP template.

If any disciplinary issues arise, these should be addressed at the time instead of waiting for the PEP meeting to share concerns. The Social Worker/Personal Advisor, carer/placement keyworker and Virtual School caseworker should be informed of any issues and invited to attend disciplinary meetings with the student. Please do contact Kathryn Gibbs – Assistant Headteacher, Head of Post-16 for further information Kathryn.Gibbs@harrow.gov.uk.

2. What support is offered to students aged 19+?

Social Workers/Personal Advisors and young people can request a meeting regarding any students age 19+ if concerns arise or if support is required. For example, discussing attendance, punctuality, behaviour, careers advice such as UCAS applications or university support may be needed. Transition support can ensure the key people at the new provision have contact details and information needed to help support the young person i.e. care leaver support at university.

3. What support is there for young people with additional Special Education Needs (SEN)?

Young people with an Education Health Care Plan (EHCP) have an allocated Special Education Needs casework officer, either within Harrow Council's SEN team or another borough where they reside. The SEN caseworker oversees the annual reviews and sends out

the draft and final EHCPs. The support put in place within the education provision is tailored to meet the needs of the individual student.

Annual review meetings are arranged by the education provision, but they can be held jointly with one of the termly PEP meetings, and all involved in supporting the young person are invited to attend.

When transitioning to a new education provision, a SEN consultation is required, and the SEN caseworker will liaise with the new provisional school/college to ensure that the meet needs to the young person. If the casework officer details are not known, queries can be sent to senassessment.reviewservice@harrow.gov.uk.

4. How is enrolment supported?

Carers or placement keyworkers support enrolment by assisting with online applications and taking young people to the agreed education provision to confirm a place on a suitable course. ID is required along with any prior academic attainment such as certificates for achieved grades. A letter from the Social Worker/Personal Advisor confirming that the young person is care experienced, with their personal details and placement address is also required to support enrolment. Often students may be expected to pay up to £10 for a student ID card, but this can be requested from social care.

The Virtual School discuss the plans for education to ensure that students attend Ofsted rated 'Outstanding' or 'Good' provisions where possible. For students where there are significant concerns or important information to share regarding safeguarding, a meeting may be arranged ahead of them starting at the new provision to ensure safety plans are in place and that all key professionals share contact details and can keep in touch regarding any information of importance.

5. How do Post-16 students access the 16-19 Bursary Fund?

Once enrolled at an education provision, the designated CLA support (usually a safeguarding lead or student support officer) will advise on the form to be completed to access the bursary fund. The care experience status letter from social care is also needed to confirm that the young person is eligible. More information about the bursary can be found here [16 to 19 Bursary Fund: Overview - GOV.UK](#).

6. Are care experienced students provided with laptops, WIFI, other resources or trips?

Regarding IT equipment, if the education provision is not able to provide a laptop, a request can be made to the Virtual School to purchase one for the student if they do not have a suitable device. The social worker and the carer/placement should arrange internet access for online work. Other resources or educational trips/activities can be requested if they are not funded via the bursary fund or social care.

7. What support is in place for young people not in education, employment or training?

Prospects have dedicated careers advisor supporting care experienced young people who are Not in Education Employment or Training (NEET); a referral can be made to harrowys@prospects.co.uk and there are opportunities for young people to attend Harrow Youth Stop for further support. Harrow Youth Stop, The Twenty One Building, 21 Pinner Road, Harrow, HA1 4ES. Tel: 020 8427 8617.

8. How can students access tuition or additional enrichment activities?

A request for tuition can be made to the Virtual School caseworker and may be arranged for a specific length of time, or to achieve a certain target. Additional enrichment activities will be promoted by the Virtual School team, but all recommendations about suggested activities are welcome. A few of the trips and activities previously held include Jamie's Farm residential, Arvon (creative writing) residential, Debate Mate, Exscitec (STEM enrichment), Strength in Horses (equine therapy), Reading Club, Harrow School Thursday Club, Philosophy Club, ESOL/EAL Summer School, Dance Classes, Arts/Crafts sessions, Photography and Cooking. Other activities can be found on external organisation can be found on Young Harrow Foundation's website <https://youngharrowfoundation.org/>.

Post-16 Children With a Social Worker

Enrolment queries to be directed to Harrow School Admissions
SchoolAdmissions@harrow.gov.uk.

Students with Special Educational Needs, with or without an Education Health Care Plan, should receive clear targets and feedback from the provision. The SEN caseworker should also be updated of any changes or future plans in order for timely consultations to be made with suggested provisions. If the allocated caseworker is unknown, please contact Harrow SENARS senassessment.reviewservice@harrow.gov.uk.

Careers advice is provided by Harrow Youth Stop harrowys@prospects.co.uk Harrow Youth Stop, The Twenty One Building, 21 Pinner Road, Harrow, HA1 4ES. Tel: 020 8427 8617.

Attendance/behaviour/progress concerns to be discussed directly with the provision's safeguarding lead, the allocated Social Worker and parent/guardian. If support is required, please do contact Kathryn Gibbs – Assistant Headteacher, Head of Post-16 for further information Kathryn.Gibbs@harrow.gov.uk.