

NAME OF COMMITTEE Corporate Parenting Board - November 2010

Title of paper:	Update re PEP (Personal Education Plan) Completion Rates	
Director(s)/ Corporate Director(s):	Ian Curryer, Gill Ellis	Wards affected: All
Contact Officer(s) and contact details:	Mirth Parker, Head of Inclusive Learning, Floor 3, Loxley House Ext 64705	
Other officers who have provided input:	Lorna Beedham, Adviser for the Achievement of Vulnerable Groups, Inclusive Learning, Floor 3 Loxley House Ext 64677	

Relevant Council Plan Strategic Priority:	
World Class Nottingham	
Work in Nottingham	
Safer Nottingham	
Neighbourhood Nottingham	
Family Nottingham	x
Healthy Nottingham	x
Serving Nottingham Better	

Summary of issues (including benefits to customers/service users):

The PEP completion rate at the end of September 2010 was 66%. This is a drop from the July rate of 73% but still above those of previous months. In April 2010 the rate of completion stood at 27%. This means that in 6 months an increase of 39% in completion rates has been seen. The target is for a completion rate of over 90% by the end of December 2010.

Our main challenge is completing PEPs for those looked after children who are educated outside of the City. City schools had a completion rate of 74% in September 2010 compared to 71% in the County and 51% outside of the county. The City completion rate has shown the largest increase (47%) over the past 6 months.

To increase completion rates the following actions are being undertaken:
A Virtual School has been established to ensure procedures are effective and PEP completion rates are improved.

Consultants and administrative staff within the Achievement of Vulnerable Groups team and social workers are contacting designated teacher in schools with City of Nottingham Looked After Children whose PEP is over 6 months old to organise the meeting for its update so that all are completed by the end of December. This is regardless of which Local Authority they are educated in.

The Virtual School Team and Social Care Team are working together to support schools with PEP completion and the completion of PEPs for young people in transition between schools.

Dates have been set for the year for the virtual school to inform schools and social workers that PEPs are now due for completion and a new PEP form is sent to both. Recently the PEP forms were updated to be more Key Stage specific and schools and social workers have been sent copies of the revised documents.

PEP details are now recorded on EMS One so that education teams can access and update Local Authority PEP completion records. Completed PEP forms are now being sent to the virtual school so that it can ensure records of completion rates are up to date and accurate.

Social care team leaders and the virtual school headteacher are reviewing procedures and roles and responsibilities of those involved in the PEP process to increase the number completed by their due date. This includes bringing forward those due for completion during school holidays so that they are completed prior to the holiday rather than afterwards and ensuring database information regarding school placement of children and young people is accurate.

Training for school designated teachers regarding PEPs, their completion and the PEA (Personal Education Allowance) process is in place for November.

Recommendation(s):

1	<u>PEP training for designated teachers Nov 2010</u>
2	<u>Consultant team and social workers to contact all schools to chase completion of PEPs Oct 2010</u>
3	<u>Consultants and social workers to organise and attend PEP meetings Nov 2010</u>
4	<u>Data systems to be updated to ensure accurate records of school placements and PEP completions Oct 2010</u>
5	
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1 BACKGROUND

- 1.1 The PEP completion rate has risen since but is still below the target of 90+%
- 1.2 The creation of the virtual school and appointment of a Virtual Headteacher has resulted in a stronger focus on the educational provision for and attainment of looked after children

2 REASONS FOR RECOMMENDATIONS (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 PEP completion rates still need to improve
- 2.2 Educational outcomes for looked after children are still below that of their peers

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 None

4 FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY)

- 4.1 No additional financial implications. Existing data systems and staff are being used.

5 RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS, CRIME AND DISORDER ACT IMPLICATIONS AND EQUALITY AND DIVERSITY IMPLICATIONS)

- 5.1 Recommendations should improve the equality of access to appropriate educational opportunities, qualifications and additional resources where required for looked after children.

6 LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

- 6.1 None

7 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

7.1 None