

Action Plan – Practice Improvement – from Ofsted Inspection (Children’s Services)

Date: July 2022

Version:1.1

Theme: 1. The arrangements for tracking and monitoring children who are missing from education.
Lead HofS: Helen Bakewell

| Action | Who is responsible? | Timeframe | Update | Rag rating |
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| Review process for fulfilling our duties in relation to reasonable enquiries to reflect good practice for those children missing from education | JM | August 2022 | Complete: Process has been amended | |
| Review CME policy & Resources | JM/SS | August 2022 | Review - date arranged for 7 th July 2022 | |
| Recruitment to a CME Officer | JM | October 2022 | 12 month funding has been identified, recruitment is progressing and on track for completion date | |

Theme: 2. The quality of information provided to 16-17 year old homeless children about their rights and entitlements including to become looked after.

Lead HofS: Louise Anderson

| Task | Who is responsible? | Timeframe | Update | Rag rating |
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| Recording all 16/17 year olds at risk of homelessness in MASH on Guardian | L A | 31 July 2022 | Systems are being updated | |
| Ensuring this cohort is aware of all their options linked to their rights & entitlements | L A | 31 July 2022 31 July 2022 | A revised joint protocol and pathway is being finalised in readiness for sign off for mid July 2022 Information for young people will be made available on City Council and Wolverhampton Homes websites | |

Theme: 3. The recording of return home interviews to identify wider patterns and trends.

Lead HofS: Rachel King

| Task | Who is responsible? | Timeframe | Update | Rag rating |
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| Eclipse recording (form) – to include detail around how to engage YP, evidence of themes and trends etc. Mandatory free text boxes to be added. | SM/ SP | 31 July 2022 | <p>May 2022 – Missing return Officer is now recording information in a free text box around the attempts to engage a young person in a RHI and any intelligence or information gathered. Trends and themes are discussed within the Exploitation Hub.</p> <p>A change request has been submitted to the Eclipse user group to amend the RHI form so that it will include specific prompt questions that cover attempts to engage/ intelligence and themes.</p> | |

Theme 4. The virtual school should improve the quality of PEP's and address the persistent absence for some children in care.

Lead HofS: Jazmine/Helen

| Task | Who is responsible? | Timeframe | Update | Rag rating |
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| QA module for PEPs on new system – to enable systematic process | HB | October 2022 | <p>Procurement options are currently being looked in to.</p> <p>Agreement signed off to procure Invision.</p> | |
| Virtual School Team to continue to audit at least 1 PEP per child per annum. VSH to review all audit results, complete dip samples of audits, and report on findings | DM | 31 July 2022 | VSH to complete audit reviews, dip samples and report findings on a half-termly basis. | |

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| PEP audit findings to be fed back to frontline managers by Virtual Head. | DM | 31 July 2022 | <p>Complete Feedback meetings to be held following each review. Dates for reviews set for rest of this academic year. Virtual school head to present findings to CYPIC and Strengthening Families managers meeting half termly.</p> | |
| QA process to involve Schools and Team Managers | DM | 31 July 2022 | <p>Process to be published to schools and invites to be sent out to first Audit review – July 2022</p> <p>Process to be shared at CYPIC and Strengthening Families managers meeting – July 2022</p> | |
| Findings of PEP informal 'soft' Audits to be incorporated in SW Quarterly Report and practice weeks | DM/JR | Sept 2022 | <p>'Soft' PEP audits to be incorporated into the next Practice Week Report – to be shared in July.</p> <p>Plans for formal audits to be completed following recruitment of QA post and Audit tool, these will also be incorporated in to Practice Week</p> | |
| Quality – social workers' training and engagement in PEP process | DM | On going | <p>Online PEP training to be completed by all social workers, social care managers and IROs via training hub DM to bring completion data to CYPIC Managers meeting on a monthly basis until 100% is achieved</p> <p>Support sessions to be offered on a half-termly basis via VS. Training has been promoted</p> | |

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| | | | within the Care Team mangers meeting on 9 th June 22 | |
| Education – Learning and Development around attendance and role in PEP | DM | 31 July 2022 | Completed Twice-yearly training being delivered to Designated Teachers on the DT role including ensuring quality PEPs – next session 15 September 2022 | |
| Persistent absence – process to be clear across services: Attendance of all CYPiC to be reviewed by Virtual School Team on a half-termly basis. | DM | Half-termly | Complete Process in place for pupils persistently absent or at risk of becoming PA .All are followed up with school/social worker/carer, an urgent PEP meeting convened if required, and action agreed to address attendance without delay. Welfare Call are commissioned to report daily on attendance of the out-of-city cohort. OOC pupils with attendance concerns are reported immediately to the relevant VS Team member for follow up as required. | |
| Using lessons learned from the pandemic | DM | | Complete Process developed: School attendance of CYPiC is agreed based on risk assessments. The attendance of all CYPiC is closely monitored by Virtual School and social workers. Social care notify VS Team prior to any school change for a CYPiC, VS work with social care to | Green |

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| | | | <p>ensure that appropriate education and attendance arrangements are in place.</p> <p>If child's placement is moved in an emergency, social worker liaise with VS at the first available opportunity. Any attendance concerns are addressed in PEP meetings and VS notified if support is required.</p> | |
| Corporate Parenting Apprentice to conduct consultation work with selected CYPiC who have experience persistent absence to inform future actions | Hannah Finch | 31 October 2022 | On track | |

Theme 5. The virtual school needs to ensure that children in care receive career advice earlier so they can make better informed decisions about their futures.

Lead HoS: Jazmine/Helen

| Task | Who is responsible? | Timeframe | Update | Rag rating |
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| Information, Advice and Guidance section on PEP form currently only available to pupils at Key Stage 4 – to be widened to include year 8 and 9 | DM | 31 July 2022 | VSH is currently liaising with SCS to agree changes to Eclipse | |
| Virtual School to participate at I Awards and Foster Carers Conference | DM | 31 January 2023 | Attendance at the awards event is planned for 2022/23 to promote | |

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| to promote their role and the support they can provide to raise aspiration and achievements of children and young people | | | the VS via the education award(s) Confirm date of I awards with Hannah and ensure this is in the VSH diary | |
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