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From Care2Work

Employability Support Work Plan ONGOING ACTIONS – SUMMARY (22 July 2015 – latest updates in *italics*)

Employability Support - Work Plan for Leeds City Council Local Authority

CONTACTS - Who are the lead contact and the strategic lead for From Care2Work in the local authority?

	Lead contact	Strategic lead
Name	Jackie Roper	Jancis Andrew
Job title	Childrens Services Lead for CLA from Education to Employment	(Lead for MALAP sub group for Education to Employment for CLA/Care Leavers)
Area of responsibility	Education Adviser for the Virtual School	Head of Virtual School
Address	Adams Court	St George House
Office number	0113 395 2806	
Mobile number	07891 270 324	
Email address	Jackie.roper@leeds.gov.uk	

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Who is involved in the progression of this development plan other than the lead contact and strategic lead?

NAME	Job title/role in creating employability opportunities for care leavers	E-mail
Michael Clarke	Service Delivery Manager Children’s Social Work Service (Children 13+ Looked After Children)	
Keith Lander	Targeted Services Leader, Children’s (Targeted) Services, LCC	
Sally Lowe	14-19 Partnerships Manager ,School to Work Transition team, LCC	
Sheila Duxbury	Young People’s Progression Manager, School to Work Transition team, LCC	
Lynne McLaughlin	Operations Manager, Targeted Services, Connexions (Aspire-Igen)	
Jane Hopkins	Head of Employment and Skills, LCC	
Allison Yates	DWP	
Date work plan completed		Date to review work plan

COMMITMENT : Objective/Driver: 1. Employment and skills strategies and other strategic planning across the local authority, incorporate a corporate parenting commitment to improve the employability of care leavers.				
1a) To ensure the work of the C2W group is promoted and embedded as part of the Leeds Safeguarding Children Board – Education Reference Group.	Jackie Roper	04/14	✓ Since Aug 2014 JR sits on LSCB Education Reference Steering Group representing CLA. ✓ CLA and Care Leavers real time attendance at alternative provision is more traceable.	A
1b) To link with the ‘Missing Education Missing Out’ task group	Jackie Roper	06/14	✓ Representatives on task group are from Children’s Services (Education and Social Care, Targeted Service), Employment and Skills, Jobcentre +/DWP, Igen. FC2W group is mainstreamed into MEMO (known as ‘Education for Life Everyday’)	G
1c) To support and implement relevant actions in the Child Friendly Leeds Action Planput link ie. ‘Implement a programme of improved support for Care Leavers to ensure all are in learning or work’	Jackie Roper	04/14	✓ Done	G
1d) To ensure regular briefing to the Children’s Trust Board Chair on the work of the C2W Group. Click here for information on Children’s Trust Board :	Jackie Roper Keith Lander	04/14	✓ <i>Done and ongoing via previous LCC administration in 2014/15. Awaiting Member portfolios to be confirmed for 15/16.</i>	G
1e) To ensure that the C2W Plan strategically sits in the MALAP (Multi-Agency Looked	Jackie Roper	06/14	✓ Done and ongoing	G

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After Partnership) Education and Employment and Training Sub-group and links to MALAP Care Leavers sub group and reflects the work and plan of this group.				
1f) To ensure the work of C2W group is enhanced by sharing of best practice at regional level and being represented at this level via HEART (Higher Education Access Rewarding Transforming) and its sub-group – Looked After/Care Leaver Network.	Jackie Roper	05/14	✓ DONE/Ongoing – Attended 11/6/14; 11/14 meeting.	G
1g) To be a key member of the region's HEART Looked After Young People Steering Group which has a specific remit of increasing the success and numbers of Care Leavers in H.E.	Jackie Roper	05/14	✓ April 2014 - contributed to the annual 'Keeping Children Safe Briefing'. Attended last meeting 5/6/14 and Dec 14.	G
1h) To establish a C2W working group involving cross sector and cross service partners.	Jackie Roper	03/14	✓ <i>Established since January 2014</i>	G
1i) <i>To develop a Leeds Guarantee for Care Leavers to support them into employment or training, effectively utilising a budget of £250K. The Care2Work Group to be the custodian for development and implementation of the guarantee. (see also other Drivers/actions for each element of the Leeds Guarantee programme)</i>	Sally Lowe	03/16	✓ 22/7/15 - Cohort analysis is underway of those CLA/CL currently assessed as NEET by the 13+ social care teams. ✓ 22/7/15 - Ready 4 Work programme commissioned for 4 cohorts of 12 CLA/CL to be delivered by March 2016 ✓ 22/7/15 - Mentoring programme extended within 10 schools for the 2015/16 academic year. SLA agreements currently being drawn up with Leeds EBP. ⇨ The 10 schools will be identified in September 2016 and SLA agreements set up. ⇨ Investigating the possibility of commissioning a Digital Back Pack for CLA/CL in Leeds	A

COMMITMENT: Objective/Driver: 2. Ensure the social care workforce has an understanding of building employability and career planning, so that appropriate next steps are reflected in individual pathway plans.

	Overall Lead: M. Clarke			
2a) Carry out training needs analysis of PAs in 13+ and Connexions teams	MC	03/14	✓ Identified that PAs need to know what's out there. From Jan 15 13+ 6 area teams represented at IAG Champions Network ⇨ <i>To continue IAG champions Network from autumn 2015</i>	A
2b) Make skills training/development opportunities available for both Connexions and <u>CLA</u> /Care Leaver PAs. CPD programme for 13 + teams to develop IAG skills.	MC/LM	05 – 07 2014	✓ 3/6/14, 23/6/14 - 61 Care Leaver PAs and Social Workers trained. Positive feedback from all. 1 lead nominated per 13+ team PA/champion per Area. From Jan 15 13+ 6 area teams represented at IAG Champions Network. ⇨ <i>To continue CPD programme from autumn 2015</i>	A
2c) Put on other training/information sessions for social workers who are allocated to work with foster carers.	MC/LM	25/6/14	✓ <i>Training delivered 23/3/15 regarding post16-progression for 25 Social Workers, Children's Services staff, Foster Carers.</i> ✓ <i>Foster Carers supporting CLA in Education, training held 1/7/15 as part of</i>	A

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			<i>Virtual School annual CPD.10 attended</i> ✓ IAG training delivered to x no. Social Workers supporting Foster Carers (NW team). ✓ From Jan 15 x2 Supervising Social Workers for Foster Carers (for North/ South) identified for IAG Champions Network. . ⇨ <i>Plan in autumn 2015</i> training for Fostering Managers, roll out drop in sessions for Foster Carers and create a Foster Carer IAG checklist for aged 12-19 (25). ⇨ <i>Training identified for 13+ PAs from DWP Social Justice team regarding education, employment and training whilst claiming.</i>	
2d) Put on other training/information sessions for residential care staff.		07/14 09/14-07/14	✓ 7,8,17,18th July - IAG training delivered to 80 residential care staff . ⇨ <i>JR has advised to host PREVENT training for all children's homes staff as part of the LSCB Education Reference Group role..</i> ⇨ Plan for 14/15 academic year for min. x1 IAG 'champion' per residential home.	A
2e). Identify a collaborative working approach of Connexions and <u>CLA</u> /Care Leaver PAs.	MC/LM/SD	03/14 07/14	✓ <i>Since April 2015 - Connexions Area Managers work in Social Care Area offices fortnightly and has a rolling caseload of 25. Connexions staff offer CPD advice to Social Care staff.</i> ✓ MC to be overall key CLA contact for Connexions. CSW CLA Area Managers to link with 3 Connexions Area Managers for advice, referrals etc. ✓ Joint work via 3 day 'Ready For Work' programme. Of the x18 18+ CLs referred, 15 suitable. 9-12 completed. See evaluation. ⇨ Plan to follow longer term impact of completers, and follow up non-attenders/ non completers.	G
2f). DELETE : Initially trial a joint working approach between Connexions and LAC/Care Leaver PAs through the use of the Hub in particular.	<u>RM</u>	03/14	Eastgate developing as an interim Hub. Discussions re: social care presence. ' DELETE: Opportunities Day' on 22/8/14 to be held there.	R
2g). DELETE : Igen and LCC workforce development to develop support pack around for Year 9+ , 16+ and HE applications regarding options choices post pathways. The support pack is for foster carers, care staff in residential homes, CSW Pas. Make hard copy and section on Pathways available for above staff.	LM/Andy Lloyd	03/14	<i>To withdraw -Jan 15 - This action is superseded by above actions and falls within remit of IAG Network for schools. Information is Integrated into remit of Leeds Pathways and Information Hub.</i>	G
2h). DELETE : Ensure the Hub at Eastgate will support integrated working and care leaver progression.	<u>RM</u>		<i>See 1 e) MALAP Care Leavers sub-group</i>	R
2i). Commissioning EBP to provide Mentors for CLA	Jackie Roper/Julie Pocklington	09/14	✓ <i>Commissioned a 2nd cohort for 10 schools to start in Oct 2015</i> ✓ 6/14 - Commissioning brief scoped out. Schools in high need identified. ✓ Oct 14 – 13 Leeds University Mentors placed in Schools. CLA names given to CSWS to capture activity on CLA's PEP. ✓ Received schools feedback on past mentoring as part of re- commissioning process.	G
2j) DELETE : Develop an IAG network for identified champions from Social Care Services	Sally Lowe, Jackie Roper	09/13	✓ <i>Superseded and delivered by Actions 2a) – 2d)</i>	G

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OPPORTUNITIES: Objective/Driver: 3. Operational processes allow care leavers to access a range of employability opportunities				
3a). To develop a clear online route for CLA/Care Leavers to access employability opportunities from LCC and others via the 'Youth Information Hub' (see also Objective 6i).	Sheila Duxbury	09/14	✓ See also Objective 6. July-Aug. 2014 - <i>Pages for Youth Information Hub went Live from June 2015.</i> ✓ Pages for Youth Information Hub - now set up. ⇨ <i>To refresh on ongoing basis</i>	G
3b) Employability skills development (from Year 9) through Education Business Partnership	Jackie Roper	09/14	✓ From Sept 14 EBP menu systematically now goes to schools via Designated Teachers ⇨ <i>To repeat programme from sept 2015</i>	G
3c) Work experience – guarantee of a place with the Council for all CLA and if required post 16. Arranged via HR.	Keith Lander/ David Bowers	12/14	✓ (07/14)- Corporate HR developed mini action plan to improve and clarify offer. ✓ Guarantee of a place for those CL/CLAs 18-21 who engage with the Ready to Work Programme. ⇨ <i>Auto forms to be developed and placed onto YIH.</i>	A
3d) Guarantee of an interview of any job within the council where the Care Leaver meets the criteria via Corporate HR.	Keith Lander/ David Bowers	08/15	✓ <i>NEED UPDATE FROM HR????</i> ✓ (07/14) - Corporate HR developed mini action plan to improve offer. 3 jobs made available for CLs. CLA service seeking nominations from PAs to apply/be interviewed. ⇨ Plan to build HR capacity following completion of action 3c)	A
3e) Youth Offer to arrange guaranteed place for National Citizenship Service up to age 17	Jackie Roper/ Jean Ellison	06/14	✓ Summer 2014 - Youth Workers engaged 9 CLAs on NCS programme. ⇨ Plan to repeat programme in 2015.	G
3f) Establish priority place model across existing Employment and Skills delivered and commissioned activity	Jane Hopkins	06/14	<i>JANE TO UPDATE????</i> ✓ In place for 18-24 Headstart programme, Devolved Youth Contract and Work @Leeds opportunities. The city's Talent Match programme will also comply.	A
3g). To develop and publish an offer of skills, apprenticeship, employment for CLA.	Jane Hopkins, Jackie Roper	04/15	✓ <i>Since Feb 2015 a Ready to Work Programme has expanded under Leeds Guarantee</i> ✓ In May/June 14, offer drawn up by JC+ for 18-24 as part of Youth Contract. ⇨ To include offer drawn up by JC+ for 18-24 as part of Youth Contract into Youth Information Hub. <i>NEED UPDATE FROM JANE</i> ⇨ CLA Service, plan to develop free bus pass for young people seeking work or attending training.	A
3h) Undertake data analysis of need of Yr 11 / 12s with a target to map this against the PEP and ensure suitability	JR/ MC/ SL	04/15	✓ Reporting now undertaken of what Sept Guarantee offers have been given for Year 11/12 School Leavers (CLA/CL). Offer made or continuing in education or employment for CL/CLAs summer 2014 Yr 11 = 96.5% (NRfL = 2.4%), Yr 12 81.7% (NRfL =0.9%). Compared to all YP Yr 11 = 98.6% (NRfL = 0.1%) and Yr 12 88.8%.(NRfL =0.7%). ⇨ Plan to check if the intended destination matches with the aspiration identified on the PEP.	A
3i) Ensure any future delivered or commissioned programmes include a priority model.	?	09/14	✓ <i>07/15 - Leeds Guarantee is being used as an opportunity to target CLs into employment and some preparatory work for pre-CL.</i>	A

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Created by Keith Lander

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Objective/Driver: 4. Financial policies and procedures clearly identify how young people will be supported with education, training and employment.

4a). To examine with schools how Pupil Premium is used to address CLAs needs.	Jackie Roper/ Jancis Andrew, SD.	From April 15	✓ <i>Training delivered in June 2015 for 100 DTs, Social Workers and Foster Carers to discuss use of PP+ and how to write an effective PEP.</i> <i>Preparing a One minute Guide on PP+.</i> <i>Plans re Finance Policy re: Pupil Premium + to be redrafted and agreed with Schools.</i>	A
4b) To consider any amendment required to current/future Connexions contract .	GM/SD	As required	✓ <i>New contract in place since 1/4/15 and worked through between CSW and Connexions and JR.</i> ✓ 07/14- SD in discussion with key partners.	G
4c) To clarify Financial policy	Michael Clarke	09/14	✓ <i>Now agreed and advertised on YIH see http://www.leeds.gov.uk/youthInformationHub/Pages/Entitlements.aspx</i>	G
4d) MC to analyse and measure the financial support package for students accessing post 16 education and training.	Michael Clarke	09/14	✓ MC/RM/JR attended 20/6/14 (termly) HEART's Looked After Young People's Steering Group to keep informed of national policy changes.	G
4e) Link to MALAP Care Leavers Plan of producing a Guide for Care Leavers of opportunities and financial support available.	Michael Clarke / <i>Gwen Wagner - Adair</i>	09/14	✓ Pages on Youth Information Hub have been created.	G

OPPORTUNITIES: Objective/Driver: 5. The move on plans, or current accommodation, support care leavers to take up or maintain education training and employment opportunities.

5a). The 'Staying Put Policy' enables CLA to remain with Foster Carers until 21 .		09/14	✓ <i>See YIH for Staying Put Policy</i>	G
5b) The 'Pathway Plan' incorporates a section about moving on, also includes a 'Passport to Independence' as a checklist of a variety of skills gained including a section on education, training and employment. This is completed with the Care Leaver by a Social Care professional (e.g Social Worker, PA, Foster Carer, Residential worker, Housing Support worker). CLA service needs to launch the Passport and roll out training.	Michael Clarke/Rob Murray	Nov 2014	⇨ <i>CHECK WITH MC WORK TO IMPROVE PATHWAY PLANS</i>	A
5c) Weekly meetings are held between Social Care and Housing Options and Flagship and supported housing providers for planning ahead for moving on accommodation for young people.	Michael Clarke	Ongoing	⇨ Outcomes are: ???	A
5d). In addition to a Care Leaver's Social Care Worker, intensive levels of support (e.g Flagship consortium, 3 rd Sector) is provided to young people for pre-tenancy support,	Michael Clarke	Ongoing	⇨ Outcomes are: ?????	A

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support whilst living independently and post tenancy support				
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SUPPORT: Objective/Driver: 6. The local authority ensures all looked after children and care leavers get career planning support within the pathway planning process that raises their aspirations throughout their transition to adulthood.				
6a). Delivery of Information Advice and Guidance to all <u>CLA</u> /Care Leavers through schools, Colleges and 16-19 NEET Connexions Contract via <u>Aspire-Igen</u> . <i>DELETE the part of thi subjective due to budget/contract changes. It read: ' Specific support inc information around GCSE/option choices (yr 9); post 16 choices (yr 10); applications to colleges/apprenticeships (from yr 11').</i>	SD/ LM/ schools	From 07/14	✓ 07/14 – Connexions reviewed needs of CLA with Schools for 2014/15 and will do same annually. Identified CLA will be on caseload accordingly. ✓ Since 13/14 , IAG Network supports schools in delivering their IAG statutory duty to Year 9-11.	G
6b) Support to those Care Leavers who have become NEET and those who have become NEET from aged 16 – 21/25.	SD/ LM	Ongoing	✓ <i>More detailed analysis about those CLs who are currently NEET and is shared with Aspire-Igen</i>	G
6c) DELETE AND NOT APPEAR IN PLAN: Support from Connexions and Schools around HE applications/personal statements from aged 17.	Schools	09/12	✓ 07/14 – Connexions reviewed needs of CLA with Schools for 2014/15 and will do same annually. Identified CLA will be on caseload accordingly. ✓ Since 13/14 , IAG Network supports schools in delivering their IAG statutory duty to Year 9-11.	G
6d) Social Work (named) support from CSWS 13+team for CLA until aged 18 particularly leading on <u>Pathway Plan (including their Personal Education Plan (PEP))</u> .	MC	09/14	<i>NEED UPDATE FROM MC</i>	R
6e) non Social Work PAs (named) Support from CSWS 13+ team for Care Leavers from aged 18 particularly leading on Personal Education Plan (PEP).	MC	09/14	<i>NEED UPDATE FROM MC</i>	R
6f) <i>DELETE because there is now no pre-16 Connexions caseload anymore:</i> Check with schools, support work they are doing with identified LACs/Care Leavers and if schools have identified any as possible NEET	LM	10/3/14	✓ (07/14) Sample of J Smeaton showed that all CLA are on Connexions caseload except 1 who is out of area and 1 who is sorted. ⇨ Connexions will ask schools to identify <u>CLAs</u> and ask why they are not referring to Connexions. Nb. Each school should have a LAC contact.	G
A range of specific actions to improve communication and information:				
6g) Identifying named IAG/progressions contact for Carers as well as for specifically Connexions advisor.	JA/Virtual School	06/14	29/1/15 - This will be done via IAG Champions Network	G
6h) to raise awareness and signpost <u>CLA</u>/Care Leaver PAs to existing info via <u>Youth Information Hub</u> .	SD	06/14	✓ YIH launched Sept 2014. Between Oct-Dec 14 , the CLA Voice and Influence Council were both consulted about developing the YIH and implementing it. YIH also presented at MALAP CL Group (Oct 14) . ⇨ Plans for IAG networks to promote YIH. Feb 2015 IAG networks to focus on vulnerable groups progressing post16. ⇨ <i>Foster carer training 1/7/15 and May 2015 launched and demonstrated YIH</i> ⇨ <i>YIH launched to all 13+ teams plus senior CSC staff for wider dissemination (v</i>	G

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			<i>positive feedback as now meeting statutory duties)</i>	
6i) Develop and provide regular update/bulletin for carers.	MC	04/15	<i>Not started</i>	R
6j) Disseminate update/bulletin via PAs to individual Carers and Carer Groups.	MC/Jeanette Scott (CSW LAC)	04/15	✓ (05/14) Web service can support online interaction for common interest groups but early days. ⇨ Plan to set up group for foster carers – nb as a future development activity..	R
6k) Review parent/carers area of Leeds Pathways website.	SD	09/14	✓ <i>Parent/Carers area has been reviewed and updated and launched in sept 14. Ongoing as part of quality assurance cycle</i>	G
6l) To consider further improving use of wide range of modern new technology (inc social media) for young people and also Carers	MC	04/15 (report)	<i>Opportunity to be developed.</i>	R
6m) Review and introduction of on line PEPs	MC	04/15	✓ see report from Andy Muhgan	R
6n) Introduction of mentoring programmes targeted at key points in <u>CLA</u> /Care Leaver's education, to raise aspirations and support engagement	JR/MC/Julie Pocklington	Sept 2014	✓ Spec drafted for EBP to support students of differing ages, support needs and therefore different mentor types to work with CLA/Care Leavers according to need. ✓10 Leeds University Mentors n schools since Oct 14. ✓Commissioned 2015/16 cycle of mentoring as part of the Leeds Guarantee	G

SUPPORT: Objective/Driver: 7. Information is available to young people so that they are fully aware of the choices and options available to them and how they will be supported to access these.				
7a) Helpline and named contact for foster carers of all children <u>CLA</u> and and over 18. DELETE	? & SD		<i>This action proposed to be withdrawn.</i> ⇨ Plan to have for foster carers a link/info/advice/resources on Leeds Pathways and landing page on Gateway and provide a named Connexions lead (Area Managers?).	R
7b) Link to MALAP Care Leavers Plan of producing a Guide for Care Leavers of opportunities and financial support available.	MC		⇨ see action /progress a) above. ✓ 18 + offer published on YIH ✓16-18 Financial offer to be clarified and published	A
7c) To develop the Pathway Plan to make specific reference to the Care Leaver's Charter	MC		??	??
Any current processes in place for this section 7 –info from Michael Clarke/CSWS <u>CLA</u> service?				

SUPPORT: Objective/Driver: 8. Processes are in place to support young people aged 21 to 25 who ask for assistance from the local authority with education or training under the provision of the Children and Young Persons Act 2008.				
8a). Social Care to examine existing good practice and develop for Leeds a standard closure process.	Michael Clarke	Dec 2014	⇨ Plan to link this closure process with the Online Gateway. (A case is usually closed at aged 21 unless a Care Leaver is in education, training or have additional needs (including in custody) at which point young people would have support	R

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			until 25). ⇨ See electronic ink: (from MC)	R
8b) Standard Assessment process in place for returning to support				R
8c) Policy for resuming contact(see a)				R

MONITORING: Objective/Driver: 9. Clear information, referral and monitoring systems are in place to manage employability opportunities for care leavers.				
9a) Provide to Connexions a full list of Care Leavers in Year 11 (followed by those CLA in years 9 and 10). To be identified ideally by school.	RM to LM via GW	07/14	✓ (03/14) Connexions received Yr 11 CL data. <i>Since Aug 14 - Connexions can now access CLA yrs 9&10 data via Insight. Updated Oct 14 and Jan 15.</i> <i>Above no longer maintained due to changes in Connexions contract</i>	G
9b) Provide updated 16-21/25 details to Connexions	MC	07/14	✓ (03/14) – Connexions received 16-19 yr old data. ✓ From Sept 2014 Now part of standard reporting processes.	G
9c) Check against CCIS if CLA/Care Leavers are on Connexions caseload.	LM	07/14	✓ (04/14)- 16-19 Neet cohort analysed and 19+. Yr 11 analysis is in progress. Post 19 NEETs identified for Head Start. ✓ From Sept 2014 Now part of standard reporting processes.	G
9d) Monthly update from Connexions to CLA Service	LM & MC	05/14	✓ Connexions and 13+ Team Pas names shared against each CLA. ✓ From Sept 2014 Now part of standard reporting processes. Framework i updated as appropriate..	G
9e) Provide intended destinations of current CLA and Care Leavers	SL/LM/MC	07/14	✓ (07/14) - Sept guarantee received from schools. Sept Offers received from colleges and will get these monthly. CLA and CL cohorts also received. All data being uploaded to Insight. ✓ Since July 14, for 2014 leavers from years 11,12,13, a separate Virtual School report was issued to 13+ CSW Team to highlight intended destinations, Sept Guarantee Offers and actual destinations (where known). This is now part of standard reporting /tracking processes (see also 9f). July 14 - Import and matching process between Fi and Insight now implemented. ⇨ Will design automated import tool between Fi and Insight. <i>Not yet designed</i>	A
9f) Tracking - fully up to date information around the Care Leaver cohort shared with all relevant partners through Framework –i/Insight/DWP (LCC – Data Team).	Claire Walker/SL/MC	09/14	✓ See 9e) above. ✓ Since Aug 14 - Data Sharing Agreement In place with DWP to help establish contact details for CLs ⇨ To develop a data tracking process for HE working with universities.	A
9g) Consider how information is passed back ie data flow from Insight to Frameworki.	SL /JR/MC/	04/15	✓ 22/7/15 - on a monthly basis a report of CLA/CL is pulled from framework-I and the records of young people in I/O are updated with the appropriate CLA or CL	R

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			<p><i>flag.</i></p> <p>✓ 22/7/15 - Investigating to see if the current status of EET/NEET stored within Framework-I from the 8-weekly contacts can be imported into I/O. Rob Murray trying to resolve if the possible options for NEET/EET available in Framework-I can match the DfE definitions for NEET/EET.</p> <p>To develop a Leeds Guarantee for Care Leavers to support them into employment or training, effectively utilising a budget of £250K. The Care2Work Group to be the custodian for development and implementation of the guarantee. Lead: Sally Lowe Timeframe: March 2016 Update:</p> <ul style="list-style-type: none"> • Cohort analysis is underway of those CLA/CL currently assessed as NEET by the 13+ social care teams. • Ready 4 Work programme commissioned for 4 cohorts of 12 CLA/CL to be delivered by March 2016 • Mentoring programme extended within 10 schools for the 2015/16 academic year. SLA agreements currently being drawn up with Leeds EBP. The 10 schools will be identified in September 2016 and SLA agreements set up. • Investigating the possibility of commissioning a Digital Back Pack for CLA/CL in Leeds 	
<p>9h) Monitoring and tracking of academic data for pre-16 and 16-19/25. Monitoring of educational progress to be shared with all relevant partners.</p>	JR/SL/MC	11/14	✓ Sept 2013 ISA in place for Data on CLs to be shared between Schools and Colleges.	G

Milestones / Actions	Lead (bold)	Time scale	Progress ✓ = achievement to date. ⇨ = next steps	RAG rating
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			✓ Sept 14 - Monthly College on roll lists are sent to Local Authority and matched to CLA/CL data and returned to Colleges so Colleges are aware of CLAs.	
9i) Monitor and track <u>CLA</u> /Care Leaver cohort re September Guarantee.	<u>SL</u>	From 09/14	See 9e)	G

MONITORING: Objective/Driver: 10 . Feedback from young people is included in monitoring and evaluation				
Feedback from Care Leaver Group?	MC		✓ Since summer 14, this plan reports to MALAP Care Leavers Group and MALAP EET Group where CLs are represented.	R

Description Objectives and expectations of what must in place or be worked towards to achieve 'From Care 2 Work Quality Mark'

AY – Allison Yates; JH=Jane Hopkins; GW = Gwendolyn Wagner-Adair; KL = Keith Lander; JR = Jackie Roper; JA – Jancis Andrew; LM = Lynne McLaughlin; MC = Michael Clarke; SD = Sheila Duxbury; SL = Sally Lowe;
 RAG status definition: **Green** = on schedule, and no or minor challenged encountered. **Amber** = started, with some challenges being encountered. **Red** = Substantial challenges encountered

✓ = Outcomes ⇨ = next steps to take *Italics* = updates since last plan review

Milestones / Actions	Lead (bold)	Time scale	Progress ✓ = achievement to date. ⇨ = next steps	RAG rating
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COMMITMENT

Objective/Driver: 1. Employment and skills strategies and other strategic planning across the local authority, incorporate a corporate parenting commitment to improve the employability of care leavers.

To achieve the **From Care2Work Quality Mark** you must have in place or be working towards:

- **Strategic partnerships broader than children’s services.**
- **Employability of care leavers referenced in the local authority’s strategic plans.**

Objective/Driver: 2. Ensure the social care workforce has an understanding of building employability and career planning, so that appropriate next steps are reflected in individual pathway plans.

To achieve the **From Care2Work Quality Mark** you must have in place or be working towards:

- **Steps to improve the skills of the workforce in employability and career planning**

OPPORTUNITIES

Objective/Driver: 3. Operational processes allow care leavers to access a range of employability opportunities

To achieve the **From Care2Work Quality Mark** you must have in place or be working towards:

- **A range of employability opportunities that are offered to care leavers**

Objective/Driver: 4. Financial policies and procedures clearly identify how young people will be supported with education, training and employment.

To achieve the **From Care2Work Quality Mark** you must have in place or be working towards:

- **A Financial policy that prioritises support for education, training and employment and incentivises engagement in ETE.**
- **Higher education bursary available to all eligible young people.**
- **Clear information about financial entitlements that support ETE, and how they can access this, is available to all young people.**

Objective/Driver: 5. The move on plans, or current accommodation, support care leavers to take up or maintain education training and employment opportunities.

To achieve the **From Care2Work Quality Mark** you must have in place or be working towards:

- **A process in place to ensure accommodation maximises education, training and employment opportunities when young people leave care.**

SUPPORT

Objective/Driver: 6. The local authority ensures all looked after children and care leavers get career planning support within the pathway planning process that raises their aspirations throughout their transition to adulthood.

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To achieve the **From Care2Work Quality Mark** you must have in place or be working towards:

- **Young people involved in the development of their pathway plans.**
- **Career information, advice and guidance is provided to care leavers.**
- **Clear goal setting and action planning for Education, Training and Employment.**
- **Practical and emotional support is provided during the opportunities offered**

Objective/Driver: 7. Information is available to young people so that they are fully aware of the choices and options available to them and how they will be supported to access these.

To achieve the **From Care2Work Quality Mark** you must have in place or be working towards:

- **Processes in place so that all young people get a copy of their pathway plan that sets out personal ETE commitment from the local authority.**
- **Information is provided about the range of choices, options and opportunities available**
- **Information about the support from the local authority or other agencies.**

Objective/Driver: 8. Processes are in place to support young people aged 21 to 25 who ask for assistance from the local authority with education or training under the provision of the **Children and Young Persons Act 2008**.

To achieve the **From Care2Work Quality Mark** you must have in place or be working towards:

- **An assessment process for young people returning to request support is in place.**
- **A policy around level of service, how to resume contact and how support will be provided.**
- **A process to inform young people when their case is closed about the support available and how to access it.**

MONITORING

Objective/Driver: 9. Clear information, referral and monitoring systems are in place to manage employability opportunities for care leavers.

To achieve the **From Care2Work Quality Mark** you must have in place or be working towards:

- **Analysis of the ETE status and activities of young people inform local authority work plans.**
- **Employability opportunities created are linked to analysis of young people's needs.**

Objective/Driver: 10. Feedback from young people is included in monitoring and evaluation.

To achieve the **From Care2Work Quality Mark** you must have in place or be working towards:

- **Processes that capture feedback from young people to monitor and evaluate the employability opportunities and support available.**

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