



## YOS SCHOOL AGE EDUCATION PANEL MEETING TERMS OF REFERENCE 2015-2016

### PURPOSE

The purpose of the panel is to maintain a strategic overview of all school-age young people known to the Youth Offending Service (YOS). The panel will monitor the effectiveness of strategies put in place to support young people engage with their education provision using Key Performance Indicators relating to attendance. This information will be used to develop a local authority strategy and action plan to ensure school-age offenders are able to access education provision that is suited to their needs, risks and vulnerabilities.

### OBJECTIVES & VISION

Research evidence tells us that engagement with education, employment or training are significant factors in preventing offending and reoffending behaviour. The panel will take a leading role in ensuring that young people who are not in appropriate education provision, or who have attendance issues, are adequately supported by the Team Around the Child (TAC) to access suitable education.

The vision is to ensure that all school age young people known to the YOS and TYS are engaged in 25 hours of meaningful education each week.

### MEMBERSHIP

Head of Admissions and Children Out of School (Chair)	Gabriella Di-Sciullo
Deputy Manager, Education Lead Youth Offending Service	Nicole Antoine
YOS Team Manager	Simon White
Access and Engagement	Salma Rahman
New River College	Michelle Kelly
Alternative Provision	Gabby Grodentz/ Sally Dahl
Virtual School	Kim Rihal
Education Manager, Intensive Family Intervention Service	Scott Strand
Education coordinator, IFIT	Kali Bolawole
Information, Advice and Guidance ( <i>by invitation</i> )	Barbara Baidoo-Peart
Business Support Officer (Minutes)	Clara Joseph-Bell

## PROCESS

An 'Overview Report' combining education information obtained from the ONE pupil database and YOIS will be provided to the panel. The data collected will include:

- School/provision
- Hours offered
- SEN/CLA status
- Attendance history
- Start and end dates of the Court Order.

Cases will be prioritised on the basis of the young person's engagement with their current education provision using a RAG rating for their attendance. The DfE's persistent absence (PA) threshold has been raised to 90%, and will be applied to all young people under discussion.

The following RAG rating system will be used:

- 95% + Green
- 91-94% Amber
- 90% or below Red

The panel will agree an action plan for each young person causing concern which may involve interventions from a range of partner agencies/services. It is expected that Intensive support will be put in place for young people who are not meeting the KPI requirements, particularly in the weeks leading up to the end of their Court Order.

Minutes will be circulated to panel members within 10 working days of the meeting, and be made available to the Securing Education Board, YOS Management Board and any other relevant bodies upon request.

## KEY PERFORMANCE INDICATORS (KPIs)

The context in which the YOS work sets an expectation that young people of statutory school-age should be in full-time education, employment or training, which is defined as 25 hours a week. As with all other young people, the provision should be appropriate to their age, needs and abilities.

Performance measures will include the number of young people offered 25 hours education provision as well as a measure of their engagement with the education offer (i.e. attendance rating). A historical log of the number of pupils in each attendance category will be kept so trends over time can be maintained to support strategic developments. Minutes and action plans will also be collated as evidence of pupil progress.

## **ROLES AND RESPONSIBILITIES**

Most young people will have in place support from a range of services/agencies. It is important that this support is coordinated through the TAC mechanism. The Lead Professional will be responsible for ensuring actions identified by the YOS Education Panel are implemented.

### **➤ YOS Education Lead**

The primary role of the YOS Education Lead is to liaise with the young person, YOS staff, and Education Support professionals (including the Secure Estate) and Education providers (including schools). They will act as a broker/advocate to ensure the young person receives their entitlement to full-time education with the best offer available to meet their individual needs. The offer will be subject to ensuring the efficient use of local authority resources. The YOS Education Lead will hold overall administrative responsibility for the panel, including the agenda, minutes and invitations.

### **➤ New River College, Access and Engagement, Alternative Provision, Virtual School, Islington Families Intensive Team**

The role of other panel members is to provide information and updates regarding young people falling under their remit and to ensure any actions agreed at the panel meeting are implemented in a timely manner.

### **➤ Business Support Officer**

The role of the Business Support Officer is to ensure that ONE is kept up-to-date with YOS information relating to school age young people (e.g. Court Order start and end dates). The Business Support Officer will also have responsibility for producing the Overview Report for the panel meeting. They will also take minutes of the meeting, including agreed action plans which will be disseminated to panel members within 10 working days of the meeting.

## **MEETINGS**

The panel meeting will be held monthly at 222 Upper Street on the first Thursday of each month from 9.30am to 11.30am.