

# Blackburn with Darwen SIF Inspection Action Plan

Inspection date: 25<sup>th</sup> September – 19<sup>th</sup> October 2017

| Action   | Lead Officer                | Timescales     | Progress/Comments  | RAG Rating |
|--|-----------------------------|----------------|--|------------|
| <b>5. Ensure that life-story work and later-life letters are available for children looked after to assist each child's understanding of their history and plan for their future.</b>  |                             |                |  |            |
| Key success indicators: Audits of children's case files evidence good quality life story work completed at the appropriate point.  |                             |                |  |            |
| a. Review support materials available  | Head of Social Work Service | December 2017  | Comprehensive materials are available however it was identified that the procedure needed to be more explicit on expectations around recording of direct work; this has been added as a separate action.   | Green      |
| b. Review policy   | Principal Social Worker     | January 2018   | Meeting held in January to review policy; policy fit for purpose a minor amendment suggested to the membership of the virtual team. Policy revised and changes submitted, although they will not be live until the next Tri.X update in September 2018.  | Green      |
| c. Reinstate the life story virtual team   | Principal Social Worker     | TBC            | This action is being reviewed to assess whether it is the best way of providing support.   | Red        |
| d. Relaunch revised arrangements to all staff  | Principal Social Worker     | TBC            | Dependent on c) above  | Red        |
| e. Deliver life story workshops  | Principal Social Worker     | TBC            | Dependent on c) above.   | Red        |
| <b>6. Ensure that personal education plans for children looked after involve children and young people and are specific about targets and achievements, and that the impact of pupil premium funds is monitored and used to best effect.</b>                                 |                             |                |  |            |
| Key success indicators: All looked after children have a PEP which is reviewed each term; high quality Personal Education Plans (PEPs) are seen in termly audits; regular analysis of pupil premium funding is undertaken and reported to the Virtual School Governing Body. |                             |                |  |            |
| a. Review PEP format   | Virtual Headteacher         | September 2017 | New annual format of PEP ensures that targets from previous term(s) are monitored and providing greater oversight. The new PEP format was implemented in September 2017. An annual document being updated termly is working better, progression is clearer, as is the impact of pupil premium. | Green      |
| b. Review Children in our care (CIOC) Pupil  | Virtual Head                | March 2018     | The new policy will be presented to the Virtual School   | Green      |

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| Premium Plus policy   |                                |                | Governing Board in June. There has been good engagement with CIOC Professionals (including Designated Teachers) regarding our proposed approach.   |            |
| c. Virtual School to offer mandatory training for practitioners in relation to PEPs and Pupil Premium plus (PP+).                 | Virtual School                 | November 2017  | Additional termly training on target setting has been added to the training plan and will be a recurring event. General training will continue to be included in the Virtual School training plan for the 2018/19 academic year.   |            |
| d. Deliver mandatory training for social workers  | Virtual Head                   | April 2018     | These were delivered in April; further mop-up sessions will be held for those who were unable to attend.   |            |
| e. Hold regular PEP drop-in sessions for social workers   | eLAC Manager                   | September 2018 | In April, it was agreed that the eLAC Manager will hold regular drop-in sessions for social workers. These will begin in the new academic year, alongside the PEP updates.<br><br>In the meantime, social workers have been provided with contact details for the team with an invitation to contact at any time for support, advice and guidance and the team have had some positive uptake on this.  |            |
| f. Build capacity within the Virtual School for monitoring use and impact of PP+ and ensuring compliance and quality within PEPs. | Virtual Head                   | March 2018     | The Virtual School Headteacher intends to recruit a PEP Co-ordinator to scrutinise target setting, amongst other things (the successful candidate will be a qualified teacher as is standard in other local authorities). This can be funded using Pupil Premium, however there have been delays in getting approval to recruit to this post.<br><br>From September 2018, there are increased statutory duties for the Virtual School Headteachers in relation to Previously Looked After Children and as a result the role requirements now need to be re-visited, which will create a further delay.<br><br>In the meantime, the service are in discussions with a recently retired Virtual Headteacher with a view to commissioning this service. |            |
| g. Review recording of PEPs   | Virtual Head;<br>Service Lead, | September 2018 | PEPs are not recorded on the Protocol recording system; a demo of a Professional Portal took place in April and there is   |            |

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|   | Quality Assurance (QA), Inspections & Systems         |                     | an agreement in principle that this is the way forward. Funding needs to be resolved and system configuration needs to be fully tested.  |            |
| <b>7. Improve work experience and apprenticeship opportunities for care leavers.</b>  |   |                     |  |            |
| Key success indicators: increased number of care leavers in education, employment and training (EET).                                     |   |                     |  |            |
| a. Ensure Employment and Skills Strategy includes provision for additional support to care leavers within the Council.                    | HR & Workforce Strategy Manager                       | January 2018        | Strategy has been updated to explicitly reference care leavers as a priority: <i>5.1 We will develop new strategies to support care leavers into employment.</i>   |            |
| b. Explore apprenticeship opportunities for care leavers within the Council   | HR & Workforce Strategy Manager; Leaving Care Manager | January – July 2018 | <p>A task and finish group was established to identify the key actions required to make a difference in this area. It has been agreed that the Council needs to lead by example by providing the apprenticeship opportunities, before we can approach partners. As a result, care leavers have been guaranteed an interview should they apply under the ongoing apprenticeship recruitment. All care leavers were written to, inviting them to the Council open evening in April and Personal Advisors supported a number of care leavers in accompanying them to the event.</p> <p>Work experience for care leavers outside of the apprenticeships programme is also being considered by HR colleagues, and opportunities through volunteering will be considered through Lancashire Volunteer Partnership.</p> |            |
| c. Specify the resource and support requirements necessary to ensure that care leavers are successful in completing their apprenticeships | HR & Workforce Strategy Manager                       | April 2018          | <p>A document has been developed which sets out the Council's commitment entitled 'Supporting our care leavers – Apprenticeships and work experience'.</p> <p>The Leaving Care Team will develop training for managers within the Council so that managers know what to expect, how to provide the appropriate support and manage their young person to give a better chance of success.</p> <p>We will also have to consider our own internal HR policies to</p>  |            |

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|   |   |                      | ensure the needs of care leavers can be met.   |            |
| d. Develop Work Ready course for care leavers   | Leaving Care Manager                                | May 2018             | A Work Ready course has been developed for care leavers, as a pilot with Training 2000. The first six weeks will be spent working at Training 2000, where they will learn employability skills such as CV development and interview skills. A 3 week work experience placement will then follow, moving the young people around so they can experience different positions. 13 young people started their course in May.   |            |
| e. Develop traineeship programme  | Leaving Care Manager                                | May – September 2018 | <p>A traineeship programme has been developed in partnership between BwD Leaving Care, Blackburn Rovers Community Trust and the English Football League Trust (EFLT). This will see the delivery of a traineeship programme for 16-25 year olds. It will start in September in and will focus on personal social development and will require young people to undertake tasters in different areas.</p> <p>The qualifications will be accredited by West Lancashire College, whilst on the course the young people will be covering:</p> <ul style="list-style-type: none"> <li>• Employability</li> <li>• Personal and Social Development</li> <li>• First Aid Qualification.</li> <li>• Level 1 Football or Netball Coaching Badge / or sport related depending on what the young people would like to cover.</li> </ul> |            |
| f. Increase offer of supported internships for pupils with Education, Health and Care Plans (EHCPs) | HR & Workforce Strategy Manager;<br>Post-16 Manager | August 2018          | <p>The Post-16 Manager is exploring options for taking this forward in a small pilot, working with 2 or 3 test employers in collaboration with the LA (who would likely be the main pilot organisation). This would be with a view to upscaling the model incorporating any learning as part of that.</p> <p>We will also consider creation of supported internships for young people with SEND (but not necessarily EHCP) once we have a successful model.</p>  |            |

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| g. Influence external partner organisations to consider creation of employment opportunities for care leavers. | Chief Executive;<br>Director of Children's Services;<br>HR & Workforce Strategy Manager | March 2019 | As internal processes and support are proved to be successful, we will then look to expand on this with partners. |            |