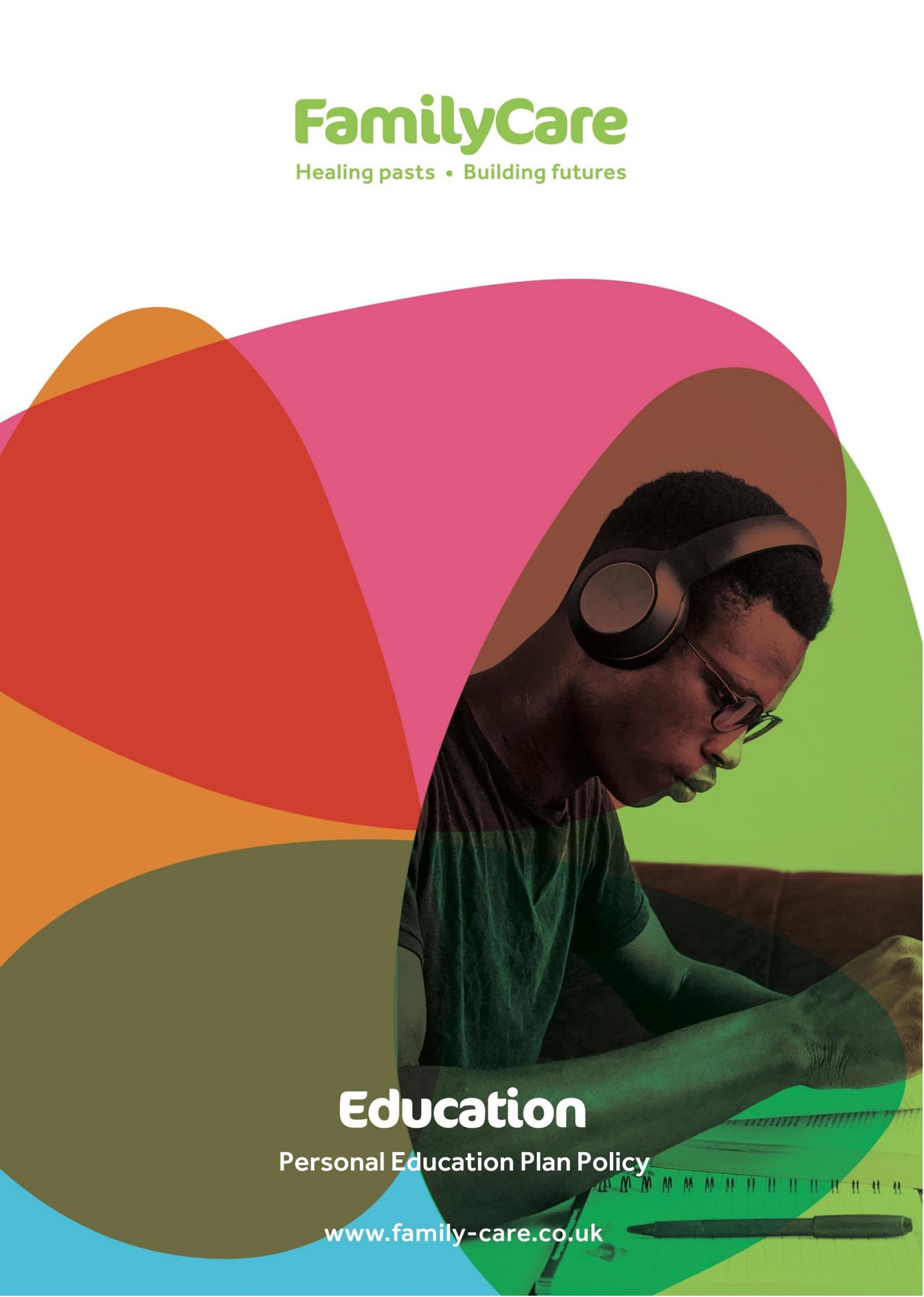


# FamilyCare

Healing pasts • Building futures



## Education

Personal Education Plan Policy

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# Personal Education Plan Policy



**Implemented/Reviewed: August 2019**

**Date of Next Review: August 2020**

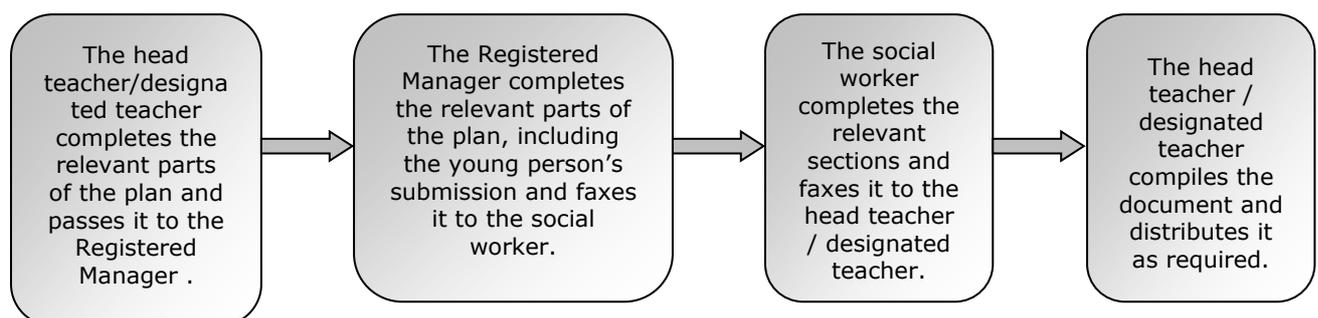
**The Guidance for the Education of Young People in Public Care (DfES/DoH) states that:**

'Every child and young person in public care needs a Personal Education Plan [PEP] which ensures access to services and support; contributes to stability; minimises disruption and broken schooling; signals particular and special needs; establishes clear goals and acts as a record of progress and achievement.'

The creation of a young person's personal education plan is therefore an important step in drawing together achievements and targets for the young person into a central document. Access School supports the development of a young person's personal education plan and actively promotes its construction.

Normally it is the young person's social worker that initiates the plan, calling a meeting between him/herself, the young person's Registered Manager and the head teacher/designated teacher to create and review the PEP, using the young person's home authorities PEP proforma. In this instance, the head teacher/designated teacher will assist in compiling the necessary information to create a far-ranging plan. The PEP also includes a submission by the young person and the young person is encouraged to attend the meeting. Sometimes it is not possible or appropriate for the young person to attend, and in these instances the young person's care manager or social worker will seek the views of the young person for inclusion in the document.

In cases where the social worker does not initiate the plan, or when agreement is reached between Access School and the social worker, Access School will initiate the plan using the proforma provided by DfES/DoH with minor amendments. The document is completed in the following manner:



The Personal Education Plan should be reviewed at least annually. Some authorities review PEPs six monthly. A review meeting should be called between the social worker, Registered Manager, head teacher and young person to discuss the targets listed on the PEP.