

# PEPs

## Personal education plans (PEPs) for children in care

A child in care is required to have a PEP. The purpose of the PEP meeting is to review the educational needs of the child or young person and to provide the setting with updates on their social needs. The main goal of this meeting is to ensure that the setting, social services and the carers are informed about any current concerns regarding the child or young person's needs and to plan the current priorities and any future actions collaboratively.

The child's **social worker** is responsible for informing the setting that a child is in care, **initiating the first PEP meeting** and completing the first PEP. The Virtual School uses the electronic PEP platform Asset – you will receive login details once your account has been created.

The early years setting needs to provide information on the child's overall progress in the relevant areas of learning and the child's characteristics of effective learning.

Once the initial PEP has taken place, **reviews be organised by the designated lead (DL)**. Setting dates and times for PEP reviews in advance is good practice.

### Any further questions?

[virtualschool@hants.gov.uk](mailto:virtualschool@hants.gov.uk)

#### Additional information and guidance

Virtual School website

[www.hants.gov.uk/educationandlearning/virtual-school](http://www.hants.gov.uk/educationandlearning/virtual-school)

Hampshire County Council – CiC guidance for settings

<https://www.hants.gov.uk/socialcareandhealth/childrenandfamilies/childcare/providers/children-in-care>

Early years pupil premium - Information for providers

<https://www.hants.gov.uk/socialcareandhealth/childrenandfamilies/childcare/providers/eye-eynff/early-years-pupil-premium>

Promoting the education of looked after children - LA guidance Feb 2018

<https://www.gov.uk/government/publications/promoting-the-education-of-looked-after-children>

# Children in care

The term **child in care** (CiC) is used in this guidance. **Looked after child** (LAC) or **child looked after** (CLA) is also widely used and is correct.

Children in care can live in their own home, in a foster placement with a foster carer, in a foster placement with a family member or relative or in a local authority (LA) home.

## What is a care order?

A **care order** is a court order made under the Children's Act 1989 that places a child under the care of a local authority. The local authority then shares **parental responsibility** (PR) with the parents and will make most of the important decisions about the child's upbringing, such as where they live and how they are educated.

A court can only make a care order if it is sure that:

- the child is suffering or is likely to suffer significant harm.
- harm is caused by the child's parents or if the parents fail to protect the child.
- the child is likely to suffer harm because they are beyond parental control.

## Care plans

Before a child is taken into care, the LA will produce a **care plan** for the future care of the child. The parents and the child should be involved in developing the care plan. The child's social worker will create a care plan to assist the court in determining the best way to care for the child. The plan should outline how the child's needs will be met in care, including their health, education and contact with family members.



FACT

Every preschool, nursery and childminder should have a **designated lead for looked after children** who the Virtual School has trained. The setting should have a policy for care-experienced children or refer to this group in their policies to show how the setting will meet and support the individual child's needs.

# Questions to ask and things to do...

**As a designated lead, what are my responsibilities? What questions should I be asking?**

**You should request:**

- a date for a PEP meeting with the social worker if this has not been sent to you
- where relevant, the child's latest assessments from a previous setting and any plans, if they are in place, such as a health and care plan (EHCP)
- the legal care status of the child, such as interim care order (ICO), full care order (FCO) or accommodated (Section 20). Depending on the individual circumstances, this may need updating within a short period, as an interim care order (ICO) may be replaced with a full care order (FCO) as a case proceeds through the courts.

**You should ensure:**

- that the child has been identified as LAC and is receiving the correct funding. Email [childcare@hants.gov.uk](mailto:childcare@hants.gov.uk) to check this
- check that the recording of the carer's details is accurate, including any mobile numbers for text messaging and contact
- ensure that the child's records are current so that assessments and comments, such as characteristics of effective learning can be shared at the initial PEP meeting (within 20 days of the child entering care)

# What to expect if a HCC child is new to care

If a child or young person is expected to join your setting soon or already attends your setting, you should:

- have had contact with their social worker, know their name and have their contact details
- have been provided with details and contact information about the child's current carers (whether this a temporary or long-term placement)
- have been given details of any specific safeguarding information, such as adults who should not have contact with the child.
- have been requested to set a date for an initial **PEP** meeting – this is essential where a child is new to care and needs to be completed within 20 days of a child entering care (login details for Asset will be sent to the setting)
- have been supplied with a copy of the child's latest PEP (if they are already in the care of a local authority)
- Please contact [virtualschool@hants.gov.uk](mailto:virtualschool@hants.gov.uk) for any support

## Needs, views and priorities

How is the pupil doing at school, nursery or with the childminder?  
Where are they in terms of progress & attainment?  
What are their priority needs?  
What are the views of the child, parent/carer, school, social worker?

## Targets, plan and spending

Ensure that:  
The personal education plan is needs led, outcome focused with SMART targets.  
EYPP is used to address, plan and action.  
Actions, support and interventions are delivered successfully.

## Monitor, record and celebrate

Monitor, record & celebrate progress, success & achievements