

Overview of the Personal Education Plan (PEP)

- **Why do we have PEPs?**

The Personal Education Plan (PEP) is a statutory document which needs to be completed on a termly basis. The PEP is there to record how the student is accessing and engaging in their education as well as listening to them about their views and thoughts on the education they are receiving as well as any other areas they would like to discuss. The PEP is there to support the student to receive the best possible education and to review the support and interventions that students receives.

The PEP overviews a students' attendance; behaviour; social, emotional needs; as well as their academic progress. From there SMART targets are created in relation to areas of support. This could be in or out of school but primarily looking at their educational needs.

Within this the Pupil Premium Plus (PP+) spend will be discussed and this is covered in another section.

- **Why they are important?**

PEPs are important so that professionals are able to plan, do, review with targets and to identify any areas of improvement within an educational aspect. Additionally, a PEP also provides a platform for the students voice to be heard in order for them to express any thoughts on their own education and know that professionals will listen to that and try to support them in the best way.

- **How often are PEPs?**

PEPs are a termly meeting although a PEP must be completed within 10 school days of a young person becoming CLA.

- **Attendance at PEPs and responsibilities for invites**

The attendees at all PEPs will be the Virtual School PEP co-ordinator or Area Learning Advocate as well as the Designated Teacher from the educational provision and the social worker. We would additionally like the foster carer or home manager to attend the PEP as well. Invites for the foster carer or home manager are to be sent by the social worker. We would like the young person to attend the PEP as well whoever if they do not wish to attend then that is okay.

- **Designated Teacher and Social Care expectations**

Designated Teachers and Social workers are requested to complete their sections of the PEP no later than 3 days before the meeting. They receive emails from Welfare Call prior to the meeting in order to remind them to complete these sections. This needs to be reviewed at every PEP.