**Post 16 NEET Personal Education Plan**

**(Year 12)**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Age: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of PEP meeting: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PEP 1  PEP 2  PEP 3

The Post 16 NEET (Not in Education, Employment or Training) PEP is an evolving record of what needs to happen for Children in Our Care to re-engage with education, employment or training to enable them to work towards their future goals. It is the statutory responsibility of social workers to ensure these PEPs are reviewed once a term and are of high quality. PEPs are compulsory when young people are NEET, to plan for the support that may be needed for them to re-engage. The Virtual School can share different opportunities and services available prior to the meeting, if not in attendance.

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| Attendees; | | | |
| **Name** | **Present**  **(Y/N)** | **Designation** | **Contact details** |
|  |  | **Young Person** | Phone:  Email: |
|  |  | **Social Worker** | Phone:  Email: |
|  |  | **Carer/Keyworker** | Phone:  Email: |
|  |  | **Virtual School** | Phone:  Email: |
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| **Section 1: My personal profile** | |
| **Name/known as:** |  |
| **Date entered care:** |  |
| **First language:** |  |
| **Emergency contact:** |  |
| **Young person’s contact details:** |  |
| **Current immigration status:** |  |

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| **Previous education/qualifications** |
| **Name of secondary school/schools attended:**  **KS4 qualifications gained, if any:**  **College/colleges attended (even if course was incomplete):**  **Any other or further qualifications gained:** |

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| **Care and Health information:**  *Care including Social worker, placement plans, contact, any upcoming changes etc.*  *Health including physical & mental health, appointments, diagnoses, registering for services etc.* | | | | |
| **Care:**  **Health:** | | | | |
| **PEP discussion** | | | | |
| How are you feeling about education, employment or training currently?  What happened after leaving year 11? Did you have anything in place for September? Why did this not work out?  What has worked for you or has been positive in your previous educational experience? What did this look like?  How do you feel about online learning/face to face?  What are your areas of interest, academic or not? Likes/dislikes?  What motivates you?  What are the barriers to learning (location/peers/needs/travel/equipment etc)? Do you have an Oyster card, laptop?  What are your aspirations? Hope and dreams for the future? Short/long term goals?  How do you plan to work towards these?  Have you had careers advice on how to get to where you want to be? Who from? Is this needed again?  Would you like support to complete applications?  Are you able to travel independently?  Who is part of your support network? Who would you ask if you needed help?  If you are interested in working, have you got your National Insurance number?  Have you got any previous experience working or with work experience?  Do you have any questions or concerns? | | | | |
| **Special Educational Needs & Support services:** | | | | |
| **Has the young person on the SEN register?** | | YES  NO  If so, please state summary of needs. | | |
| **Does the young person have an EHCP?** | | YES  NO  If so, please advise the date of the next Annual Review: | | |
| **Does the young person have access to computer or device, if this is required?** | | YES  NO | | |
| **Additional needs/Services involved:**  *EAL needs, counselling, mentoring etc.*  *Services including, but not limited to, CAMHs, Barnardos, CACT, SHiFT, YOS etc.* | | | | |
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| **Reviewing previous PEP targets:** | | | | |
| **Previous PEP target** | **Support given to achieve target** | | **Did I achieve my target?** | **Will this continue to be a target?** |
|  |  | | YES  NO  Partially Achieved | YES  NO |
|  |  | | YES  NO  Partially Achieved | YES  NO |
|  |  | | YES  NO  Partially Achieved | YES  NO |
| **Setting new SMART targets:**  *\*SMART = Specific, Measurable, Achievable, Realistic, Time Limited* | | | | |
| **Targets** | **Who will help me and how?** | | **When will this be achieved?** | **When will I know when I have achieved my target?** |
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| **Additional information** |
| **If further advice and guidance is needed, please contact Jodie from the Virtual School.** |

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| **How will this plan be shared?**  ***Following the PEP meeting, please scan and email relevant PEP documentation to***  ***social worker and Virtual School at following email address:***  *Email: looked-after-children-education@royalgreenwich.gov.uk*  *Telephone: 0208 921 5029* | |
| **Next PEP** | |
| **Date:** |  |
| **Time:** |  |
| **Place:** |  |

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| **Agreements and Actions**: | | | |
| **Who?** | **Designation** | **Action** | **Deadline** |
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