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REGIONAL BOARD REPORT

Subject: Corporate Parenting Update	**Purpose:** **For Approval** ☐ **For Discussion** ☐ **For Information** ☒
Prepared by: David Killean	**Date:** 20 February 2017

Purpose: To update the Board on progress with the Corporate Parenting Action Plan.

Executive Summary:
The report provides Board members with progress against each of the actions within the plan. Overall the College has made good progress with its action plan. All actions are either complete or the progress is good and ongoing. There are no areas with the plan that are causing concern.

Highlights are:

- The dedicated role of the Care Aware Advisor in supporting Care Experienced students
- The College's overall commitment to this work which is being acknowledged by SFC as sector leading (Link to the ROA targets set by the College)
- The securing of funding for the Borders Young talent Programme and this project's ongoing work in supporting school pupils to make a successful transition to college
- The introduction of more detailed attendance monitoring that is a likely pathfinder for a broader use of this approach

Recommendation: To note report

Previous Committee Approvals: Board approval of the action plan June 2016

For publication ☒	**For publication with redactions** ☐	**Not for publication** ☐

Signed:

Author **Principal**

Corporate Parenting Plan

Borders College
David Killean, Vice Principal Quality & Innovation and Jen MacKenzie, Care Aware Adviser
Updated 17 February 2017

Introduction

Borders College is a small, rural College serving the Scottish Borders Region which covers an area of 1800 square miles and which has a population of 113,000. The Borders College Region is the smallest of the 13 college regions in Scotland with Borders College its main provider of further education and a significant provider of higher education to HND level. It is the largest provider of post-compulsory education in the Scottish Borders. The rural nature of the region, with its sparse population, while providing a pleasant environment for families and many vibrant local communities, also has issues with low wages, poverty and isolation. The college recognises that these economic and social issues do prevail in the region and can be contributory factors in the need for good corporate parenting. It sets out its ambition to become a good corporate parent in this document: Its first Corporate Parenting Plan.

Nearly one in three school leavers come to the College enrolling on either further education or higher education programmes. The College offers a broad curriculum with a wide range of vocational choices. We pride ourselves in being an inclusive organisation that welcomes applications from young people from a wide range of backgrounds and are keen to ensure that looked after children and care leavers get the opportunities and support to make a success of their time at college. We will ensure that we recognise the additional barriers that young people sometimes face to make a success of college and will make the necessary adjustments to give all our learners the chances they need to succeed. To this end and where the young people are committed to coming to college we are guaranteeing to offer an appropriate place to all looked after young people and care leavers who apply.

The College's ambitions are expressed in its Strategic Purpose, Vision, Values and Behaviours which are set out in its Strategic Plan 2016-2020. These are:

Strategic Purpose
Borders College will deliver **success for all learners** through:

- Successful qualification outcomes and
- Positive destinations

Borders College will support the economic and social development of the Scottish Borders through:

- The coherent and responsive provision of education, training and skills, and
- Excellence in learning and teaching

Vision
To be a College in which all learners succeed and which inspires growth, creates opportunity, raises aspiration and enhances lives.

Values and Behaviours -
For our learners, our staff, our partners and our communities we will be:

- ✓ Inspiring
- ✓ Collaborative
- ✓ Innovative
- ✓ Supportive
- ✓ Excellent

And to deliver our values we will:

- ✓ Behave as one team with a common purpose – the success of our learners, ourselves and our colleagues
- ✓ Maintain the highest level of respect for each other
- ✓ Value the contribution of everyone working for, learning in and associated with the College
- ✓ Act professionally and with integrity at all times
- ✓ Provide a positive role model for each other and for our learners

The College is identified as a 'Corporate Parent' in the Children and Young People (Scotland) Act 2014. Corporate Parenting is defined as:

"An organisation's performance of actions necessary to uphold the rights and safeguard the wellbeing of a looked after child or care leaver, and through which physical, emotional, spiritual, social and educational development is promoted."

Part of the Act requires Corporate Parents to show how they are meeting the requirements in Sections 58 to 61; this plan indicates how we will meet these. Corporate Parenting is not a task which can be delegated to an individual or team. The whole organisation is responsible for fulfilling the corporate parenting duties.

The Act is also underpinned by Getting it Right for Every Child (GIRFEC), which is a national approach to improving the wellbeing of children and young people in Scotland, and it also refers to the eight wellbeing indicators known as SHANARRI, which offer a holistic view of each young person, identifying their strengths along with their barriers to growth and development.

The eight wellbeing indicators are shown in the diagram. *Source: http://www.educationscotland.gov.uk/Images/hwbfinalversion_tcm4-831086.pdf*

For a young person to become a responsible citizen, an effective contributor, a successful learner and a confident individual each of these wellbeing indicators need to be met. The College will play its part in ensuring that the services that we provide will contribute to the young person's sense of wellbeing.

Committed as a Corporate Parent

The College has signed the Who Cares? Scotland 'Pledge to Listen' to children and young people in care pledging that *'the College is totally committed to working as a team, in partnership with care experienced young people, to ensure that we provide the best possible opportunities for these young people to develop their talents and achieve their full potential.'*

As a Corporate Parent we have also signed up to the Scottish Care Leavers Covenant, where the College will endorse the principles and actions outlined in the Covenant, incorporating them within this action plan and will work with our corporate parenting partners to deliver the transformational change required to improve outcomes for all our care leavers into adulthood.

Creating our First Corporate Parenting Plan

The plan has been developed in consultation with our students and staff with the draft plan presented to college management teams for their consideration and comment. The students' association has been consulted and is involved in supporting the work set out in the plan. An early draft of the plan was presented to the Regional Board's Curriculum and Quality Committee for their consideration and comment and was signed off by the Regional Board on the 23 June 2016.

The College has also consulted with external organisations in establishing this plan. The plan was presented to the Corporate Parenting Operational Group for the Scottish Borders which has representation from Police Scotland, Social Work, Education, NHS Borders and Housing. We have also consulted with *Who Cares? Scotland* and the *Centre of Excellence for looked after children in Scotland (CELCIS)* who have provided valuable advice with early drafts of the plan. A later draft of the plan was shared widely with delegates at Who Cares? Scotland's first Corporate Parenting Conference for Colleges and Universities. Their feedback helped in amending the document to its final draft.

This plan is the responsibility of the College's Regional Board who will approve the plan and monitor its progress on a biannual basis.

We have devised our plan around each of our responsibilities as a corporate parent as set out in the Children and Young People (Scotland) Act 2014. Each of the Act's Sections has a series of outcomes relating to it. By taking this approach we are able to ensure that each of our duties is being addressed adequately. The plan also supports other external initiatives through the outcomes and actions set. In particular, it supports *Developing the Young Workforce* which aims to bridge the gap between education and employers by providing young people with the right education, training and experience to get into fulfilling jobs and careers. It is also aligned with the Commission on Widening Access Final Report, with its desire to ensure that every young person will have an equal chance of accessing higher education irrespective of socioeconomic background.

Who is our plan for?

Borders College will support every young person under the age of 26 who is looked after by a local authority through Foster Care Placement, Supervision Order, Kinship Care Order or in Residential and those young people who were in care on or any time after their 16th birthday but are no longer looked after by a local authority known as a 'Care Leaver'.

Baseline Figures

The College this session 2015/16 started to ask at application whether students were care experienced. This exercise has highlighted to the College the challenges in getting accurate data for looked after children and care leavers. The College will look to address this in 2016/17 by amended its question set and establishing a data sharing agreement with Scottish Borders Council.

Level/Mode	Total Enrolment	No. Early Withdrawal	No. Further Withdrawal	No. Successful	
				Partial Success	Success
FE Full Time ***(Noted data incorrect for CAF Faculty)***	**28**	**5 (17.86)**	**4 (14.29)**	**2 (7.14)**	**17 (60.71)**
HE Full Time	**1**	**0 (0.00)**	**0 (0.00)**	**0 (0.00)**	**1 (100.00)**

Corporate Parenting Action Plan - Progress Update – February 2017

1 - To be alert to matters which, or which might, adversely affect the wellbeing of children and young people.			
OUTCOME 1.1 - Young people are aware that the College is an inclusive and supportive place to study where they feel safe and nurtured.			
Action	**Lead Staff**	**Completion Date**	**Update and Progress**
1.1.1 - Promote the Care Aware initiative at open days, regional and national events.	Care Aware Adviser	31/07/2017	**Ongoing** **Care Aware Adviser continues to promote the Care Aware initiative at events.**
1.1.2 - HelpU project to develop an online tool to enable looked after/care leaver students to access relevant external and internal support services.	Students Association	31/08/2016	**Complete** **HelpU booklet available in paper format and also available online as an e-book to all students.**
1.1.3 - Student Handbook and Course Guide to include Care Aware support.	Care Aware Adviser	31/08/2016	**Complete** **Care Aware support included in the Student Handbook for 2016/17 and within the Course Guide for 2017/18.**
1.1.4 - To acknowledge significant events in all looked after and care leavers lives such as birthdays by sending a card.	Care Aware Adviser	31/07/2017	**Ongoing** **CA Adviser currently sends out birthday cards to students.**
1.1.5 - To provide refreshment vouchers where necessary so that all looked after young people and care leavers never have to do without lunch.	Head of Student Services	31/07/2016	**Complete and Ongoing** **CA Adviser issues refreshment vouchers to students where necessary.**
1.1.6 - To provide access to laundry facilities and to the salons for treatment where necessary e.g. in preparation for an interview.	Head of Student Services	31/08/2016	**Complete and Ongoing** **Staff aware of these facilities available when a student present in need.**
OUTCOME 1.2 - All staff are aware of their, and the College's, responsibilities as a corporate parent and act accordingly.			
1.2.1 - To ensure that all college staff receive sufficient Care Aware training.	Head of HR	31/08/2016	**Ongoing** **Majority of staff received training delivered by Who Cares? Scotland, in August 2016.** **Noted that there has been 41 FT and 48 PT trained to date.**
1.2.2 - To complete the 12 month pilot with Who Cares? Scotland relating to Corporate Parenting & You.	Vice Principal Quality & Innovation	31/10/2016	**Complete** **The college completed the 12 month pilot and presented at the WC?S conference in June 2016. Noted that Who Cares? Scotland is still available to continue support with the College due to the funding being extended.**
1.2.3 - Corporate Parenting Level 2 training to be scheduled for Board Members, SMT, CMT and other key frontline staff as part of pilot.	Vice Principal Quality & Innovation	31/07/2016	**Complete** **All staff who attended this session expressed how 'fired up' they were about the college being a 'good corporate parent'.**

Action	Lead Staff	Completion Date	Update and Progress
1.2.4 - To deliver Corporate Parenting Level 2 training to all staff in Aug 2016.	Vice Principal Quality & Innovation	31/08/2016	**Complete** **Session held in Aug 2016, delivered by Who Cares? Scotland.**
1.2.5 - Corporate Parenting Level 1 training available as part of the online suite of training available for new staff on Moodle.	Head of HR	31/08/2017	**Ongoing** **Level 1 training materials are no longer available; the College are looking at developing training through the online 'Engage' induction programme to include CP responsibilities.** **Initial meeting held regarding online training, need to look at what we want included in the training and start to develop a programme.**
OUTCOME 1.3 - The College will be alert to the needs of individual learners through transitions planning and data sharing.			
1.3.1 - To establish data sharing arrangements with Scottish Borders Council, SDS & DWP so that support plans are continuous.	Vice Principal Quality & Innovation	31/08/2017	**Ongoing** **Draft 2 of the data sharing protocol has been shared at the SBC Corporate Parenting group for review/comment and will be presented to College Managers for consideration/comment.**
1.3.2 - All looked after young people and care leavers will have a formal transitions process between school and college.	Vice Principal Quality & Innovation	31/08/2017	**Ongoing** **The data sharing protocol will inform the transition process.**
1.3.3 - To ensure that all looked after young people and care leavers are assessed fully for any learning support and necessary learning and support plans are put into place where these are necessary.	Learning and Teaching Development Director	31/08/2017	**Ongoing** **Liaison to continue between LTDD, LS Staff and CA Adviser to ensure that students are assessed where necessary.**
1.3.4 - To request and receive copies of previous support plans from other corporate parents where these are available to inform continuing support.	Care Aware Adviser	31/08/2017	**Ongoing** **Liaison to continue between the CA Adviser and other Corporate Parents.**
OUTCOME 1.4 - Staff will be aware when a looked after child or care leaver is part of their tutor group.			
1.4.1 - Course Tutors are made aware of the looked after young people and care leavers they are supporting through an agreed referral process. For inclusion in the Course Tutor Guide.	Care Aware Adviser	31/08/2016	**Complete and Ongoing** **CA Adviser informs CTs of any students they are supporting through email and also reports to HOFs/PLs, via reports from the Care Aware database.**
1.4.2 - Introduce alerts within UnitE/Columbus to highlight looked after and care leaver students to those who need to know.	Head of MIS	30/06/2017	**Ongoing** **Progress being made with a prototype developed.**

Action	Lead Staff	Completion Date	Update and Progress
OUTCOME 1.5 - Support Services that will respond well to the wellbeing needs of young person.			
1.5.1 - Liaise closely with the student funding team to support students in securing the best funding package available to through benefits or Bursary/EMA applications.	Care Aware Adviser	31/07/2016	**Complete and Ongoing** **Support continues where students have been late in completing their funding applications, or late disclosures of their care status.**
1.5.2 - To provide appropriate information, advice and support with acquiring and sustaining accommodation.	Head of Student Services	31/07/2016	**Complete and Ongoing** **Ongoing information provided where required.**
1.5.3 - Attendance and achievement will be monitored closely by the Course Tutor with any concerns reported to the Care Aware Adviser, Programme Leader for early intervention and support.	Course Tutors	30/06/2017	**Ongoing** **CA Adviser to continue liaising with faculty teams.** **CA Adviser and Head of Student Services to review the Student Guidance Policy and update where required.**
1.5.4 - To introduce attendance alerts for Care Aware learners.	Head of MIS	31/07/2017	**Ongoing** **Initial request sent to MIS Manager to develop attendance alerts.** **Currently piloting weekly emails sent to CA Adviser where attendance in under 80%.**
1.5.5 - Protocol and Carers Student Charter to be developed in association with Borders Carers Centre.	Care Aware Adviser	31/07/2017	**Ongoing** **Draft protocol developed in consultation with the Border Carers Centre and is ready for consideration/comment.**
1.5.6 - Review the application questions in the Carers/Care leavers section of the online application to ensure that they are clear and easily understood.	Head of Student Services	30/09/2016	**Complete** **Caring and Care questions on the online applications have been reviewed and updated for session 2017/18.** **Questions reviewed to ensure they meet requirements for FES requirements.**
OUTCOME 1.6 - Educational Outcomes to feature prominently in all integrated plans for looked after children and care leavers in College			
1.6.1 - To monitor and report on the destination of all looked after young people and care leavers.	Head of MIS	28/02/2017	**Complete** **The SFC report for Learning Destinations allows the College to monitor destinations.**
1.6.2 - Revise Care Aware wellbeing support plan to include goals/aspirations of the young person.	Care Aware Adviser	31/08/2016	**Complete** **Wellbeing support plan in place and being used this session with students.**

2 - To assess the needs of those children and young people for the services and support it provides.

OUTCOME 2.1 - All looked after young people and care leavers will be assessed for their support and learning needs.

Action	Lead Staff	Completion Date	Update and Progress
2.1.1 - All looked after young people and care leavers will have their learning needs assessed by the College LS team and any necessary additional support provided.	Learning and Teaching Development Director	31/08/2017	**Complete and Ongoing** **Learning Support form developed specifically for requests for LAC/CL young people, this allows easy identification for the LS team.**
2.1.2 - All looked after young people and care leavers will have an initial assessment meeting to optimise the support that we give to improve their wellbeing.	Care Aware Adviser	25/08/2017	**Complete and Ongoing** **CA Adviser to carry out initial assessment meeting, using the wellbeing support plan.**
2.1.3 - All looked after young people and care leavers will have their financial assessment completed prior to commencing course.	Care Aware Adviser	25/08/2017	**Complete and Ongoing** **CA Adviser to carry out financial assessment, using the wellbeing support plan.**
2.1.4 - All looked after young people and care leavers will have their accommodation needs assessed prior to commencing course.	Care Aware Adviser	25/08/2017	**Complete and Ongoing** **CA Adviser to carry out assessment of accommodation needs, using the wellbeing support plan.**
2.1.5 - All looked after young people and care leavers will have a wellbeing support plan.	Care Aware Adviser	25/08/2017	**Complete and Ongoing** **Wellbeing support plan developed and being used this session with students.**
2.1.6 - To create, test and evaluate a wellbeing assessment toolkit for looked after young people and care leavers.	Care Aware Adviser	23/06/2017	**Complete** **CA Adviser investigated and researched assessment tools and developed a wellbeing support plan.**
2.1.7 - To evaluate current assessment tools used by the Education Dept and Social Work for use or adaptation for Borders College.	Care Aware Adviser	16/12/2016	**Complete** **See 2.1.6**

3 - To promote the interests of those children and young people.

OUTCOME 3.1 - The college is a place where the interests of the young people are taken into account fully.

Action	Lead Staff	Completion Date	Update and Progress
3.1.1 - Work closely with looked after and care leaver students to become ambassadors and to inspire others.	Care Aware Adviser	31/08/2016	**Ongoing** **Students Association and CA Adviser looing to work closely with Who Cares? Scotland. Meeting arranged for 6th Dec to take this forward.** **Training session held with Who Cares? Scotland and the Student Association Officers - 1 February 2017.**

Action	Lead Staff	Completion Date	Update and Progress
3.1.2 - To promote the Care Aware service to students and to work as an advocate on behalf of the young people.	Care Aware Adviser	31/08/2016	**Ongoing** **CA Adviser to continue as working as an advocate on behalf of the young people.**
3.1.3 - To support all looked after and care leaver FE/HE students with Graduation e.g. assistance in hiring of gowns.	Care Aware Adviser	31/08/2016	**Ongoing** **CA Adviser supports students where required.**
OUTCOME 3.2 - The College will have a dedicated student support professional identified for all looked after young people and care leavers.			
3.2.1 - To employ and develop Care Aware Adviser role.	Vice Principal Quality & Innovation	13/04/2016	**Complete** **CA Adviser role in place and located within the Student Advice Centre.**
3.2.2 - Care Aware Adviser to work in collaboration with external agencies eg social work and voluntary agencies.	Care Aware Adviser	31/08/2016	**Complete** **CA Adviser to continue collaborating with external agencies.**
OUTCOME 3.3 - The college is a place where consistent financial, accommodation and mentoring support is provided.			
3.3.1 - Support all looked after and care leavers aspirations to progress, into FE/HE education or employment.	Care Aware Adviser	31/12/2016	**Ongoing** **CA Adviser discusses these as part of the wellbeing support plan.**
3.3.2 - To maximise the student support funds for looked after students and care leavers, particularly those on EMA.	Head of Student Services	31/08/2016	**Complete and Ongoing** **Student support funds are maximised as per guidance from SFC.**
3.3.3 - For mentoring support to be readily available when applying for financial help or accommodation.	Head of Student Services	31/08/2016	**Complete and Ongoing** **Mentoring support is available to the students when required.**
3.3.4 - To invite all looked after and care leaver applicants to pre-enrolment visits to become familiar with the college.	Head of Student Services	31/08/2017	**Ongoing** **CA Adviser liaises with potential students and/or agencies on an individual basis to provide a full transition into College, where required.**
OUTCOME 3.4 - All looked after young people and care leavers will be able to readily access our services.			
3.4.1 - To ensure that all looked after young people and care leavers have fair access to funded transport to and from our facilities.	Head of Student Services	31/08/2016	**Complete and Ongoing** **All students have fair access to transport and individual needs are met where required.**

4 - To seek to provide opportunities to participate in activities designed to promote their wellbeing.

OUTCOME 4.1 - To increase the number of looked after young people and care leavers making a successful transition from school to college.

Action	Lead Staff	Completion Date	Update and Progress
4.1.1 - Develop LAC mentoring programme 'Borders Young Talent' to assist students to successfully transition from School to College.	Vice Principal Quality & Innovation	31/03/2016	**Complete** **BYT Programme in place for this session with 20 places allocated to pupils attending the Schools Academy programmes with each pupil allocated a Mentor.**

Action	Lead Staff	Completion Date	Update and Progress
4.1.2 - To secure funding from the Robertson Trust to support this work.	Vice Principal Quality & Innovation	31/03/2016	**Complete** **First report provided to The Robertson Trust Nov 2016.**
4.1.3 - To establish a steering group of interested parties.	Vice Principal Quality & Innovation	25/04/2016	**Complete** **Steering group established with membership and remit agreed.**
4.1.4 - To develop and implement a project plan.	Vice Principal Quality & Innovation	30/04/2016	**Complete** **Project Plan in place and updated regularly by the BYT Co-ordinator.** **Currently reviewing the project model for the next year of funding.**
OUTCOME 4.2 - To increase the number of looked after young people and care leavers articulating to University from College.			
4.2.1 - Work with universities to review articulation agreements to fully support progressing learners.	Vice Principal Curriculum	31/07/2017	**Ongoing** **Agreements reviewed annually.**
4.2.2 - Attend University open days with the looked after young people and care leavers where required to support them when applying to and making choices for progressing to HE.	Care Aware Adviser	30/11/2016	**Ongoing** **Students are made aware of the opportunities to attend open days and support available to them by the CA Adviser.**
4.2.3 - Identify and share information with Universities where looked after young people and care leavers are progressing.	Care Aware Adviser	31/12/2016	**Ongoing** **Initial discussions and introductions made with Napier University and their single point of contact.**
OUTCOME 4.3 - Increase the number of looked after young people and care leavers studying on Higher Education programmes at the College.			
4.3.1 - To promote initiatives from Who Cares? Scotland eg 'Reaching Higher Summer School Program'.	Care Aware Adviser	31/07/2017	**Ongoing** **The College held a pledge drive supported by Who Cares? Scotland during Care Leavers week which saw over 50 pledges being made from the college staff and students.**
4.3.2 - To ensure looked after young people and care leavers are provided with guidance and advice on appropriate HE courses.	Course Tutors	31/03/2017	**Ongoing** **Course Tutors hold guidance sessions with students where this would be discussed.**
4.3.3 - To support looked after young people and care leavers with the process of applying through UCAS.	UCAS Adviser	31/07/2017	**Ongoing** **Initial discussions held with the young person on completing their wellbeing support plan.**
OUTCOME 4.4 - All looked after and care leavers students who want a place, will be guaranteed an appropriate place at College.			
4.4.1 - To amend admissions policy to guarantee appropriate places for looked after young people and care leavers who are keen to come to college.	Vice Principal Quality & Innovation	30/09/2016	**Complete** **Admissions policy has been amended for next academic session 2017-18.**

5 - To take action to help these young people access opportunities and make use of services and access support.			
OUTCOME 5.1 - More looked after young people and care leavers engaged with the Students Association.			
Action	**Lead Staff**	**Completion Date**	**Update and Progress**
5.1.1 - Students Association to provide an alternative way for looked after and care leaver students to access relevant guidance and support.	Students Association	31/07/2016	**Complete and Ongoing** **Students Association currently looking at working with Who Cares? Scotland at engaging with students.**
5.1.2 - Develop student support forum with close links to external agencies to provide students access to information on local agencies available for support.	Students Association	30/09/2016	**Complete and Ongoing** **Student Support Forum held 3-4 times a session with representation from Throughcare and Aftercare team, SDS, Border Carers Centre and other local external agencies.**
5.1.3 - Liaison with BCSA Equalities Officer to engage student group.	Students Association	31/08/2016	**Ongoing** **Noted that the role of Equalities Officer is currently vacant.** **Equalities officer now in place and attended the Who Cares? Scotland training session.**
OUTCOME 5.2 - To achieve learner success rates of no less than 60% for FTHE and 57% for FTFE, for looked after young people and care leavers.			
5.2.1 - To monitor closely the attendance and progress of all our looked after young people and care leavers and take appropriate action to support them when there are any early signs of concern.	Care Aware Adviser	31/07/2017	**Ongoing** **Further discussions with MIS Manager to investigate an automated system for attendance monitoring. CA Adviser to continue close liaison with staff. Noted that an attendance report for Care Aware students is available.** **Weekly attendance emails sent to the CA Adviser. This is currently being trialled with a view to being also sent to the relevant Course Tutors.**
6 - To take action to improve as a Corporate Parent.			
OUTCOME 6.1 - Range of college policies and procedures will promote and support the interests of looked after young people and care leavers.			
6.1.1 - Develop a Policy and Procedure relating to the Care Aware initiative.	Care Aware Adviser	31/08/2016	**Complete** **Note the CP action plan reduces the need of a policy and procedure, however aware that more needs to be in place for YACs outwith this action plan.**
6.1.2 - Review Equality and Diversity Policy and Procedure.	Vice Principal Quality & Innovation	31/08/2016	**Complete** **Equality and Diversity policy and procedure reviewed and amended as appropriate.**
6.1.3 - Review Equality Impact Assessment process.	Vice Principal Quality & Innovation	31/08/2016	**Complete** **Equality Impact assessment process has been reviewed and amended where appropriate.**

Action	Lead Staff	Completion Date	Update and Progress
6.1.4 - All policies and procedures are reviewed over time to ensure that they do not create barriers for looked after young people and care leavers.	Vice Principal Quality & Innovation	31/07/2016	**Complete and Ongoing** **All Policies and Procedures reviewed overtime will consider the barriers to LAC/CL young people.**
6.1.5 - To treat care experienced as if it were a protected characteristic under the Equalities Act when Equality Impact Assessing and in policy and plan formation.	Vice Principal Quality & Innovation	31/07/2017	**Complete** **Corporate Parenting standing item on Equality and Diversity Committee agenda.**

7 - To prepare, publish and keep plan under review.

OUTCOME 7.1 - The Corporate Parenting Action Plan will be up to date and relevant to care experienced young people and owned by the Regional Board.

Action	Lead Staff	Completion Date	Update and Progress
7.1.1 - To present the draft plan to the Regional Board and seek its approval for its implementation.	Vice Principal Quality & Innovation	30/06/2016	**Complete** **Plan was presented and approved July 2016.**
7.1.2 - Establish a Corporate Parenting working group who would review the plan and keep up to date with any additions in this area.	Vice Principal Quality & Innovation	30/06/2016	**Complete and Ongoing** **Working group established and monitor plan on a regular basis.**
7.1.3 - The report will be available to view on the college website and will be shared with other Corporate Parents.	Vice Principal Quality & Innovation	30/04/2017	**Complete** **Plan available on the College Website and shared with other Corporate Parents.**
7.1.4 - The plan will be reviewed every 6 months by the Corporate Parenting working group to ensure it is up to date and reflects any current developments.	Vice Principal Quality & Innovation	31/01/2017	**Complete and Ongoing** **Plan reviewed by the working group and progress report prepared for Nov 2016.**
7.1.5 - Consult with staff, external agencies on the plan detail and amend as appropriate.	Vice Principal Quality & Innovation	30/06/2016	**Complete** **Consultation held with staff and external agencies.**
7.1.6 - For young people to be consulted on this plan and contribute to its draft.	Care Aware Adviser	30/06/2016	**Complete** **CA Adviser consulted with young people.**
7.1.7 - For the Curriculum and Quality Committee of the Regional Board to monitor the plan biannually.	Vice Principal Quality & Innovation	28/02/2017	**Ongoing** **Updated progress report prepared for Nov 2016 and database updated.**

8 - To collaborate with other Corporate Parents.			
OUTCOME 8.1 - Increased awareness and understanding of the Care Aware initiative in Schools and with External Organisations.			
Action	**Lead Staff**	**Completion Date**	**Update and Progress**
8.1.1 - To provide information to all schools of the College's care aware services.	Care Aware Adviser	30/04/2016	**Complete and Ongoing** **CA Adviser to continue liaison with the schools and attend meetings where appropriate.**
OUTCOME 8.2 - Close liaison and cooperation between corporate parents in promoting the interests of looked after young people and care leavers			
8.2.1 - To have regular liaison with the secondary schools with regards to the needs of looked after young people and care leavers planning to transition to college.	Care Aware Adviser	30/06/2016	**See 8.1.1**
8.2.2 - To build a network of other corporate parents where the roles and responsibilities of each is well understood and coordinated.	Head of Student Services	30/06/2016	**Complete and Ongoing** **CA Adviser is a member of local SBC/NHS steering group for LAC.** **Noted the College's possible involvement with the new 'Hub' for Care Experienced young people which is currently being developed in conjunction with the Princes Trust, Edinburgh Napier and Scottish Funding Council.**
OUTCOME 8.3 - Representation at the Scottish Borders Council on the Strategic and Operational Corporate Parenting Groups.			
8.3.1 - To work to achieving representation from all local corporate parents on these partnership bodies.	Vice Principal Quality & Innovation	31/08/2016	**Complete** **CA Adviser and VP QI established members of the SBC Corporate Parenting group.**
OUTCOME 8.4 - Establish involvement with East Care Experienced and Carers forum (CECEF) for the sharing of practice with Colleges and Universities.			
8.4.1 - Attend Care Experienced and Carers East Forum to share best practice.	Care Aware Adviser	31/01/2017	**Complete and Ongoing** **CA Adviser attends meetings on a regular basis.** **Noted this forum also includes 'Estrangement'. CA Adviser is also the Secretary for this forum.**
OUTCOME 8.5 - Raise knowledge and understanding and keep up to date with developments in Corporate Parenting.			
8.5.1 - Attend College Development Network Corporate Parenting events to share good practice with other Colleges/Universities and external organisations.	Care Aware Adviser	31/07/2017	**Complete and Ongoing** **CA Adviser recently attended event at CDN to present/share good practice on building relationships with CE students.**
OUTCOME 8.6 - The College becomes a 'good parent' and support other initiatives.			
8.6.1 - Sign the 'Pledge to Listen' with Who Cares? Scotland.	Principal	29/07/2016	**Complete and Ongoing** **Note that the College also signed up as an Organisational Member of Who Cares? Scotland. Article also published within their 'Speak out' publication highlighting the College as a CP.**
8.6.2 - Sign the Scottish Care Leavers Covenant.	Principal	29/07/2016	**Complete** **College continues to support the Covenant.**