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REGIONAL BOARD REPORT

Subject: Corporate Parenting Update	**Purpose:** **For Approval** ☐ **For Discussion** ☐ **For Information** X
Prepared by: Heather Anderson	**Date:** 1 March 2018

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

Linked to Strategic Goal 2: Deliver successful outcomes for all our learners.

Executive Summary:

The College is making good progress with the Action Plan:

From the original 75 actions, 62 are complete, 11 are ongoing with further work to do, 2 actions relating to Unit-e are causing concern although the MIS team are working to resolve these.

Following a review of the plan we have included further 2 actions:
a) raising awareness of Borders Young Talent to Schools and external agencies and
b) explore benefits of other initiatives e.g. Stand Alone, Going Higher.

Robertson Trust have awarded the College a further two years of funding to support Borders Young Talent and our Student Services Team will be showcasing this initiative at the College Expo 2018 at the request of the Robertson Trust.

Recommendation: To note the content of the report.

Previous Committee Approvals: N/A

For publication X	**For publication with redactions** ☐	**Not for publication** ☐

Corporate Parenting Plan

Borders College
Clare Nairn, Head of Student Services and Jen MacKenzie, Care Aware Adviser
Updated January 2018

Amendments made to the plan from June 2017 version

Page	Action	Change/Update
6		Updated 2017-2018 figures
7 & 8		Added a page – Actions ongoing/developments to show those actions outstanding (Red/Amber and New)
10	1.4.2	Changed action from Green to Red
11	1.5.4	Changed action from Green to Red
12	2.1.2	Merged actions 2.1.3 and 2.1.4 into 1 action 2.1.2
12	3.1.1	Reword action from ‘work closely’ to ‘provide opportunities’
13	3.3.1	Reword action from ‘support all’ to ‘support offered to all’
14	4.1.5	New action
15	Outcome 5.2	Updated the statistics to reflect the Outcome Agreement targets
17	8.6.3	New action

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:

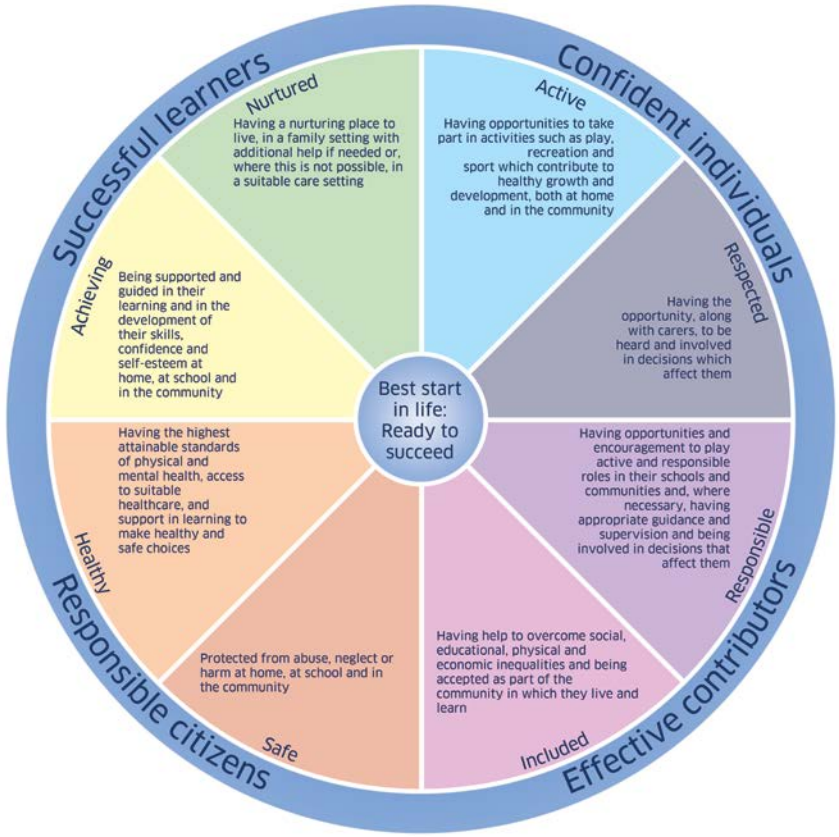
"An organisation's performance of actions necessary to uphold the rights and safeguard the wellbeing of a looked after child or care leaver, and through which physical, emotional, spiritual, social and educational development is promoted."

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 started to ask at application stage whether students were care experienced in session 2015-16. This exercise 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 amending its question set and establishing a data sharing agreement with Scottish Borders Council.

Session 2015/16

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)

Session 2016/17

(Noted data incorrect)

Level/Mode	Total Enrolment	No. Early Withdrawal	No. Further Withdrawal	No. Successful	
				Partial Success	Success
FE Full Time	52	6 (11.54)	11 (21.15)	6 (11.54)	29 (55.77)
HE Full Time	2	0 (0.00)	0 (0.00)	0 (0.00)	2 (100.0)

Session 2017/18

Level/Mode	Total Enrolment	No. Early Withdrawal	No. Further Withdrawal	No. Successful	
				Partial Success	Success
FE Full Time	58	7 (12.07)	4 (6.90)		
HE Full Time	5	0 (0.00)	1 (20.00)		

(Taken at 23 January 2018 from PI Analysis reports – please note these figures are incorrect due to issues with the system updating removed students who have disclosed incorrectly)

Outstanding Actions

Action	Lead Staff	Completion Date	Update and Progress
1.5.4 - To introduce attendance alerts for Care Aware learners.	Head of MIS	31/07/2017	**Ongoing** **This item was complete, however, due to the transfer to the new software this alert system is at the moment not available and something that needs to be developed.**
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	30/08/2017	**Ongoing** **Due to the new software 'Advantage' this is something that needs to be developed. This is not currently available.**
1.2.1 - To ensure that all college staff receive sufficient Care Aware training. *(Linked to 1.2.5)*	Head of HR	31/08/2018	**Ongoing** **A number 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.**
1.2.5 - Corporate Parenting Level 1 training available as part of the online suite of training available for new staff on Moodle. *(Linked to 1.2.1)*	Head of HR Care Aware Adviser	31/08/2018	**Ongoing** **Who Cares? Scotland has launched 'The Learning Hub' which is available for all staff to access with many resources and case studies. Liaison with UHI to launch online resource.**
1.3.1 - To establish data sharing arrangements with Scottish Borders Council, SDS & DWP so that support plans are continuous.	Head of Student Services	31/03/2018	**Ongoing** **Final draft of the protocol has been approved, currently pending Scottish Borders Council coming to an agreement on this.**
1.3.2 - All looked after young people and care leavers will be offered a formal transitions process between school and college.	Head of Student Services	31/03/2018	**Ongoing** **The data sharing protocol will inform the transition process.** **Noted the wording of the action has been updated to 'will be offered' in line with the data sharing protocol.** **Relationships established with SDS and Tomorrow's People to help flag young people who may need early interventions.**
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	31/03/2018	**Ongoing** **CA Adviser has established links with Skills Development Scotland to further support the young people. The Data Sharing protocol will also set out how this action will be achieved.**

Action	Lead Staff	Completion Date	Update and Progress
1.5.5 - Protocol to be developed in association with Borders Carers Centre.	Care Aware Adviser Head of Student Services	31/07/2018	**Ongoing** **Protocol to be developed in line with the data sharing protocol developed in conjunction with Scottish Borders Council.**
3.1.1 –To provide opportunities for looked after and care leaver students to become ambassadors and to inspire others.	Students Association	31/08/2018	**Ongoing** **Partnership Agreement with the Students Association includes an action for Care Aware students to take this action forward.**
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	31/07/2018	**Ongoing** **This was well developed up to change of software, this now requires further work/development.**
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.	Head of Student Services	30/06/2018	**Ongoing** **Agreed to formally review the plan June/July 2017 with the key people involved within the current plan.** **In light of the change of Personnel within the College and restructure this needs to be revisited.**
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.	Head of Student Services	31/01/2018	**Ongoing** **Currently being reviewed by the CA Adviser and Head of SS pending further discussion.**
NEW **4.1.5 – To continue to raise awareness of Borders Young Talent with Schools, External Agencies etc.**	**Head of Student Services** **Care Aware Adviser**	**31/08/2018**	
NEW **8.6.3 – We continue to be aware and explore benefits of other initiatives such as pledges/covenants ie Stand Alone, Going Higher.**	**Head of Student Services** **Vice Principal**	**31/01/2019**	

Corporate Parenting Action Plan - Progress Update – January 2018

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	**Complete and Ongoing**
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**
1.1.3 - Student Handbook and Course Guide to include Care Aware support.	Care Aware Adviser	31/08/2016	**Complete**
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	**Complete and Ongoing**
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**
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**
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. *(Linked to 1.2.5)*	Head of HR	31/08/2018	**Ongoing** **A number 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	31/10/2016	**Complete**
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	31/07/2016	**Complete** **All staff who attended this session expressed how 'fired up' they were about the college being a 'good corporate parent'.**
1.2.4 - To deliver Corporate Parenting Level 2 training to all staff in Aug 2016.	Vice Principal	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. *(Linked to 1.2.1)*	Head of HR Care Aware Adviser	31/08/2018	**Ongoing** **Who Cares? Scotland has launched 'The Learning Hub' which is available for all staff to access with many resources and case studies. Liaison with UHI to launch online resource.**

Action	Lead Staff	Completion Date	Update and Progress
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.	Head of Student Services	31/03/2018	**Ongoing** **Final draft of the protocol has been approved, currently pending Scottish Borders Council coming to an agreement on this.**
1.3.2 - All looked after young people and care leavers will be offered a formal transitions process between school and college.	Head of Student Services	31/03/2018	**Ongoing** **The data sharing protocol will inform the transition process.** **Noted the wording of the action has been updated to 'will be offered' in line with the data sharing protocol.** **Relationships established with SDS and Tomorrow's People to help flag young people who may need early interventions.**
1.3.3 - To ensure that all looked after young people and care leavers are offered the opportunity to be assessed fully for any learning support and necessary learning and support plans are put into place. *(Linked to 2.1.1)*	Head of Student Services	31/08/2017	**Complete** **In session 2017-2018 regular liaison with the LS staff and CA Adviser to ensure any support needs are met. Letters were also sent to all CExp applicants to offer them an assessment.**
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	31/03/2018	**Ongoing** **CA Adviser has established links with Skills Development Scotland to further support the young people. The Data Sharing protocol will also set out how this action will be achieved.**
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** **Noted that Care Aware support has been Included within the reviewed Student Guidance Policy.**
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	30/08/2017	**Ongoing** **The system has been adjusted within the register element on Columbus, where Care Aware young people are flagged. This needs to be rolled out to the end user for session 2017-18.** **Due to the new software 'Advantage' this is something that needs to be developed. This is not currently available.**
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** **A form has been developed to aid the process of confirming the care status of the young people (BC7) and has been welcomed by the external agencies.**

Action	Lead Staff	Completion Date	Update and Progress
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**
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 Achievement Coaches	30/06/2017	**Complete and Ongoing** **Links have been made with the Achievement Coaches and close liaison is in place when looking at supporting the Care Aware young people.**
1.5.4 - To introduce attendance alerts for Care Aware learners.	Head of MIS	31/07/2017	**Ongoing** **This item was complete, however, due to the transfer to the new software this alert system is at the moment not available and something that needs to be developed.**
1.5.5 - Protocol to be developed in association with Borders Carers Centre.	Care Aware Adviser Head of Student Services	31/07/2018	**Ongoing** **Protocol to be developed in line with the data sharing protocol developed in conjunction with Scottish Borders Council.**
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**
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. SDS Hub can also support this process.**
1.6.2 - Revise Care Aware wellbeing support plan to include goals/aspirations of the young person. *(Links to 2.1.3)*	Care Aware Adviser	31/08/2016	**Complete and Ongoing** **Review the usability of the support plan and explore the possibility of an online tool.**

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. *(Linked with 1.3.3)*	Learning Support Specialists	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.**

Action	Lead Staff	Completion Date	Update and Progress
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, this will include looking at their financial and accommodation needs.	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 a wellbeing support plan. *(Links to 1.6.2)*	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 –To provide opportunities for looked after and care leaver students to become ambassadors and to inspire others.	Students Association	31/08/2018	**Ongoing** **Partnership Agreement with the Students Association includes an action for Care Aware students to take this action forward.**
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	**Complete and Ongoing** **CA Adviser to continue as working as an advocate on behalf of the young people.**
3.1.3 - Support offered to and available to all looked after and care leaver FE/HE students with Graduation e.g. assistance in hiring of gowns.	Care Aware Adviser	31/08/2016	**Complete and 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	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 and Ongoing** **CA Adviser to continue collaborating and building strong relationships with external agencies eg Social Work and Voluntary Organisations.**

Action	Lead Staff	Completion Date	Update and Progress
OUTCOME 3.3 - The college is a place where consistent financial, accommodation and mentoring support is provided.			
3.3.1 - Support available to all looked after and care leavers' to support their aspirations to progress, into FE/HE education or employment.	Care Aware Adviser	31/12/2016	**Complete and Ongoing** **CA Adviser is working closely with SDS contact to develop a workshop session to further support the aspirations of the young people when making decisions about their future destinations.**
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 Care Aware Adviser	31/08/2017	**Complete** **'Get Ready' event took place over the summer for all young people who had disclosed, this was also shared with other local Corporate Parents. This event will be embedded for the future.**
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	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.**
4.1.2 - To secure funding from the Robertson Trust to support this work.	Vice Principal	31/03/2016	**Complete and Ongoing** **First report provided to The Robertson Trust Nov 2016.** **Currently developing a proposal to extend the funding for a further 2 years.**

Action	Lead Staff	Completion Date	Update and Progress
4.1.3 - To establish a steering group of interested parties.	Vice Principal	25/04/2016	**Complete** **Steering group established with membership and remit agreed.**
4.1.4 - To develop and implement a project plan.	Vice Principal	30/04/2016	**Complete** **Project Plan in place and updated regularly by the BYT Co-ordinator.**
NEW **4.1.5 – To continue to raise awareness of Borders Young Talent with Schools, External Agencies etc.**	**Head of Student Services** **Care Aware Adviser**	**31/08/2018**	
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	31/07/2018	**Complete and Ongoing** **Agreements reviewed annually.** **Noted this could be an area that could be promoted further through the CEECEF forum.**
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	**Complete and 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	**Complete and 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	31/07/2018	**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.** **Changes in Personnel at Who Cares? Scotland has led to less activity and initiatives being highlighted to the College.**
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	**Complete and 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	**Complete and Ongoing** **Initial discussions held with the young person on completing their wellbeing support plan.**

Action	Lead Staff	Completion Date	Update and Progress
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.	Head of Student Services	30/09/2016	**Complete** **Noted the new Admissions Policy for 2018/19 maintains this provision.**

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 additional source for looked after and care leaver students to access relevant guidance and support.	Students Association	31/07/2018	**Complete and Ongoing** **Students Association worked with Who Cares? Scotland to provide training for their officers 2016/17.**
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** **Events for eg 'Smash the Stigma' have enabled the forum to develop well established links/communications.**
5.1.3 - Liaison with BCSA Equalities Officer to engage student group. *(links to 3.1.1)*	Students Association	31/08/2018	**Complete and Ongoing** **Support ongoing.**
OUTCOME 5.2 - To achieve learner success rates of no less than 71.4% for FTHE and 56.3% 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	31/07/2018	**Ongoing** **Further discussions with MIS Manager to investigate an automated system for attendance monitoring. CA Adviser to continue close liaison with staff.** **This was well developed up to change of software, this now requires further work/development.**
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**
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** **Noted that Care Aware initiative is included within the College's Equality Action Plan 2017-2020.**

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.	Head of Student Services	30/06/2018	**Ongoing** **Agreed to formally review the plan June/July 2017 with the key people involved within the current plan.** **In light of the change of Personnel within the College and restructure this needs to be revisited.**
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.	Head of Student Services	31/01/2018	**Ongoing** **Currently being reviewed by the CA Adviser and Head of SS pending further discussion.**
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	**Complete and Ongoing** **Updated progress report prepared for Nov 2016.**

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 Care Aware Adviser	30/06/2016	**Complete and Ongoing**
OUTCOME 8.3 - Representation at the Scottish Borders Council on Operational Corporate Parenting and other appropriate Groups.			
8.3.1 - To work to achieving representation from all local corporate parents on these partnership bodies.	Head of Student Services	31/08/2016	**Complete** **CA Adviser established member of the SBC Corporate Parenting group. Head of SS member of the reducing inequalities CPP 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** **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**
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 – CHECK DATE SIGNED**
8.6.2 - Sign the Scottish Care Leavers Covenant.	Principal	29/07/2016	**Complete – CHECK DATE SIGNED**
NEW **8.6.3 – We continue to be aware and explore benefits of other initiatives such as pledges/covenants ie Stand Alone, Going Higher.**	**Head of Student Services** **Vice Principal**	**31/01/2019**	