

Annex 2 – CMOE Policy 090718

WILTSHIRE CHILDREN MISSING OUT ON EDUCATION (CMOE) REDUCING VULNERABILITY AND HARM TO & FROM YOUNG PEOPLE

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1 Governance

- (CMOE) Children Missing Out On Education group terms of reference and membership will be reviewed annually to ensure that the group consists of professionals who will assist the Local Authority to discharge statutory duties in relation to the provision of education for children in year groups R to 11.
- CMOE minutes will be available for scrutiny by senior managers.

2 Group Members

- The Group consists of officers from Wiltshire Council Families and Children's Services, Education, SEND, Support and Safeguarding, Commissioning and Performance and Information.

3 Definition of CMOE

Children Missing out of Education (CMOE) refers to:

- any child of compulsory school age who is NOT registered at any approved education activity, alternative provision or elective home education AND has been out of educational provision for at least 4 weeks.
- Children on EHE, alternative or part time arrangements which are not stable or of concern

Children Missing Education (CME) refers to those children and young people who are missing i.e. their family or their individual whereabouts are unknown.

4 Purpose of CMOE

- The purpose of CMOE is to ensure that a coordinated and joined up approach is taken in corporate oversight of identified children. This approach is targeted at those children who are identified as not being in statutory education or where education provision is unsuitable or not meeting the needs of the child. This will include children whose parents/carers are not discharging their parental responsibility to ensure their child receives education.

Children of interest will be those who:

- Are permanently excluded from school;
- Have a high rate of fixed term exclusion which may result in permanent exclusion;
- Have no school place or are waiting for a school place to be identified;

- Are identified and reported by schools as Children Missing Education (CME);
- Are deemed as medically unfit for school;
- Are on adapted timetables or in alternative educational provision;
- Are being Electively Home Educated (EHE) and provision is deemed unsatisfactory;

Where 'off-rolling' is a concern;

- The group oversight is not intended to replace individual agency procedures nor replace other actions that workers may take to ensure children are in receipt of appropriate education and are safeguarded. The work of the Group is primarily about corporate oversight and leadership to focus on identified stuck cases, find solutions and ensuring a cohesive joined up approach is undertaken by all of the services involved in each individual case, with senior management oversight.
- Robust challenge may be made to workers, agencies and professionals where it is clear that there has been no progress in resolving a case. Cases may be escalated where there are concerns that a resolution cannot be reached.
- CMOE will be made aware of individual cases by professionals including Support and Safeguarding staff; Education Welfare Officers; SEND lead workers; CME officer. The date of the referral to CMOE group shall be the date of the next meeting of the group
- Information held by CMOE, currently in spreadsheet format, will be held in a central location and will be accessible to attendees of the CMOE group. Attendees will access the information and update it when there is new information in regard to a case. All lists are checked with Support & Safeguarding Service, Children's Social Care data bases (including the list of young people at risk of Child Sexual Exploitation); and action is directed where there are key concerns and interventions are required
- The CMOE group works within Working Together to Safeguard Children: A guide to inter-agency working to safeguard and promote the welfare of children' (2015); the Education Act 1996; Special Educational Needs and Disability Code of Practice 0-25 years (2014)
- The CMOE group works to Wiltshire Council policy and procedures in relation to Children Missing Education. Appendix I

5 Tracking

- Minutes of meeting are kept which clearly show the children of highest concern and the steps being taken to resolve their position including SMART actions. Stuck cases are escalated to ...

6 Confidentiality

- It is noted that data protection considerations will be over-ridden where there is a significant child protection issue and children are deemed to be at risk of significant harm.
- All information about young people discussed at CMOE is personal and sensitive and therefore subject to data protection measures.