

Birmingham Virtual School process for young people who are currently NEET or at risk of becoming NEET

Young people who are aged 16 and over and have completed their year 11 programme are deemed to be NEET if they are not engaging in education, employment or training and as such form one of our 'at risk' groups.

This group of young people will need close monitoring and tracking and active involvement to provide consistent and timely offers of support and opportunity from a wide variety of training, education and emotional support programmes.

All NEET young people have a named BVS adviser.

There are a number of agencies and services we are linked to, and working closely with, who can support our work in providing such a wide offer of opportunity; these services are set out in the Guidance sheet, '**What to do if my young person becomes NEET**'

A large part of our role is to prevent young people from becoming NEET by playing an active part in their post 16 plans via the PEP and DP visits to colleges and post 16 education settings. This way support and interventions can be actioned to sustain their placement or indeed to identify alternatives if necessary. We continue to build on the links we have established with colleges and training providers to ensure all settings have a named Designated Person for CIC /Care Leavers; have knowledge of and access to the ePEP system and regular training programmes.

Actions:

- A spreadsheet is generated by IMT to provide information to all teams regarding those young people who are NEET; this is in line with the information sent out highlighting our NSP / Less than 25 hours provision and should be regarded with the same level of focus and response. This will be distributed to all teams every 2 weeks for updating.
- The young person remains on the BVS adviser's class list.
- The intervention worker for the teams will contact the BVS adviser, making the referral, to update on progress.
- **A visit**, where possible, will be made to the young person to seek out his / her views. Where a visit is difficult due to distance, a telephone call will be made to the young person. As with with any other referral, information needs to be gathered from all agencies to gather accurate information, most importantly: is there an EHC plan in place?

- A PEP meeting should be arranged asap, if the young person declines to engage, it should go ahead with all relevant agencies to discuss and plan a range of interventions and support.
- Where possible an interim programme of education or work experience could be sought to sustain engagement or interest.
- Communication with all agencies and services connected with the young person is vital to support engagement. Social Workers in particular need to be involved and play an active role in the PEP meeting which needs to be held as soon after the young person has become NEET.
- Information relating to training opportunities and apprenticeships, work tasters, work experience, Careers events and support will be sent to all advisers regularly.
- All advisers will provide an update to their manager on a weekly basis.
- An update to the spreadsheet will be provided every 2 weeks.
- The lead manager for NEET will collate this information and send to IMT.
- IMT will update
- VS management group will monitor progress regularly.
- 16+ Phase Group will keep a close overview and identify interventions and support workers in individual cases.
- The NEET group will be a standing item on team meeting agenda.
- On transfer to 18+ Care Leavers Service the BVS adviser should ensure there is a relevant NEET Support Service Involved.
- The Social Worker should be reminded to invite the Aftercare Adviser to attend the final PEP.
- Once the case has been transferred to the Aftercare Service they will continue EET planning through the Pathway plan.

Click here to access the:

- [Attendance and Children Out of School Panel Flow Chart](#)
- [Attendance and Children Out of School Panel Referral Form](#)