



HILLINGDON
LONDON

Post-16 Strategy - Draft

Education, Employment, Training

for ages 16-19/25*

STEPS

(Support, Train, Enable, Provide, Signpost)

2021-2026

**Up to 25 years if the young person has an ECHP or is a Care Leaver*

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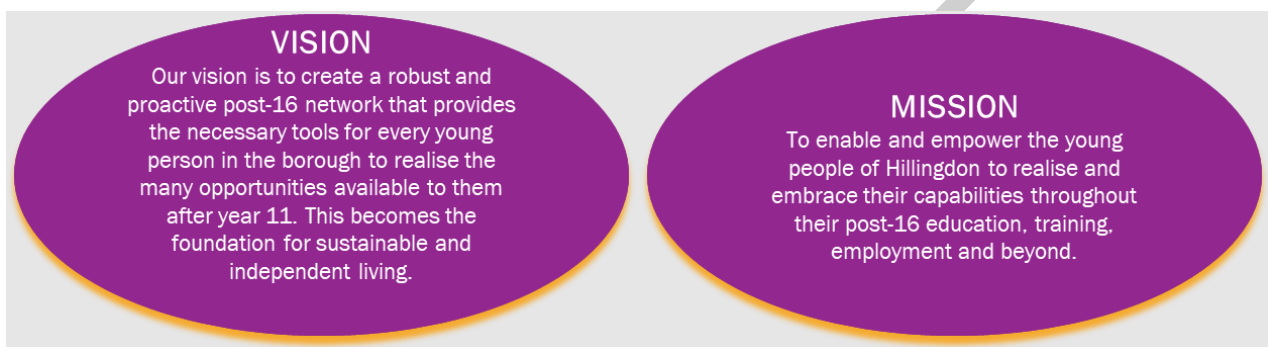
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Introduction

The London Borough of Hillingdon, in collaboration with our partners, leads on supporting young people to participate in education, employment, or training. Through this strategy, we will ensure that young people receive good quality support and provision to thrive in their destinations.

1.1 Vision

The Young People of Hillingdon deserve the best. We firmly believe that all young people in the borough should receive a good opportunity when considering their options at Post-16, whether they choose to remain in education, attend training, or move on to employment.



The **purpose** of this strategy is to give information, advice, and guidance to all stakeholders, leading to young people making informed decisions and participating in destinations that best fit with their skills and ambitions.

The **aim** of this strategy is to provide awareness of all the current provision available; identify and actively seek to close the gap in provisions; explore the need for additional or alternative provisions; establish how this will be achieved and to what timescale.

Our role is to encourage, enable, assist and support our young people aged 16 to 19, or upto age 25 for whom an Education, Health and Care Plan (EHCP) is maintained or are care leavers, that are at risk of not progressing to further education, employment, or training to secure a suitable destination.

1.2 Scope

This strategy outlines the options available to all young people aged 16 – 19 years, and up to 25 years if they have an Education and Health Care Plan (EHCP) or are a care leaver. A greater focus will be placed on disadvantaged and vulnerable young people. This cohort are young people who:

- Are unsure about their ‘next steps’ after year 11
- Would not normally pursue further education
- Vulnerable YP. This cohort is progressive and will be identified using data to analyse who they are. Current groups have been identified as:
 - Young people from the Gypsy, Roma, and traveller community
 - Children who are registered with the Youth Justice Service.
 - Open to Social Care (CIN/CP)
 - Teenage parents
 - Year 11 students who are permanently excluded
 - Young people with English as a second language (ESOL)
 - Young people with learning difficulties and/or disabilities – up to 25 years with an EHCP
 - Year 11 students with poor attendance (threshold to be agreed with schools)
 - Care leavers

1.3 Strengthening Our Strategic Approach

Over the last few years in our borough, we have been tracking, tracing, and supporting our young people who are aged between 16 – 18 years that are Not in Education, Employment or Training (NEET). This work has helped us to reduce the percentage of young people that are NEET or Not Known (NK); however, there are fluctuations. Table 11 shows the data in the borough for the last four years of NEET/NK figures as a percentage.

Table 1

	2017	2018	2019	2020	London Average 2020
16 and 17 year olds who are NEET or not known activity	7.4%	4.9%	6.9%	3.9%	4.2%
NEET	1.4%	2.1%	2.5%	2.3%	1.8%
Not known activity	6.0%	2.8%	4.4%	1.5%	2.3%

Source: *Intelligent London Local Overview*

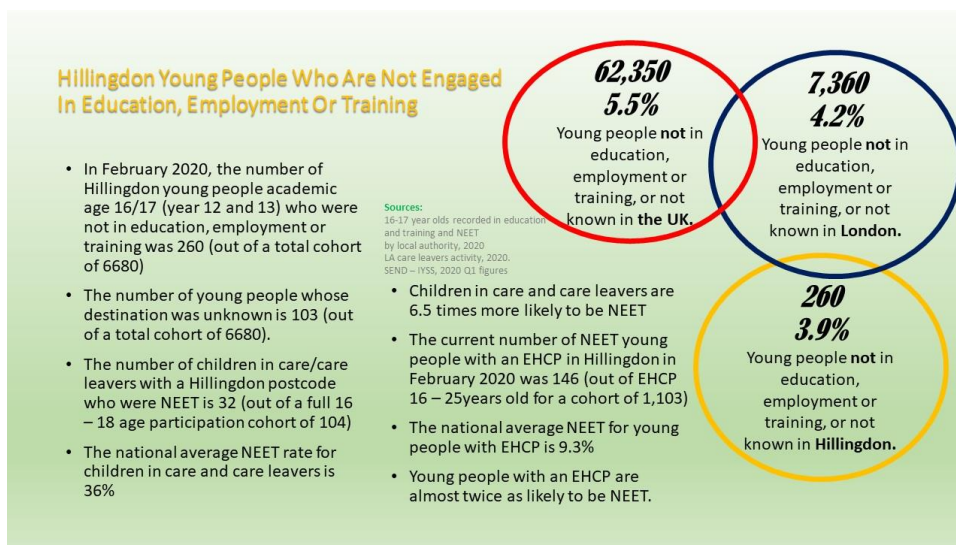
Hillingdon NEET/NK (16-17 Years Olds - %)

¹ Data source: Intelligent London, [Borough Insight | Intelligent London](#). Proportion of NEET or whose activity is not known at the end of each year using the average of December, plus January and February from the subsequent year.

Table 2 breaks the data down into greater detail, taking some London and national statistics into consideration.

The data demonstrates that Hillingdon is performing in the third quartile of the London boroughs table and third out of four of our neighbouring boroughs. This highlights the need for stronger collaboration between the relevant departments and partnerships to lower the percentage of children who are classified as NEET and is the basis for the development of this strategy.

Table 2



Hillingdon NEET/NK (16-17 Years Olds explained in greater detail)

We will continue to collect information about young people to ensure that those who are not participating, or are NEET, can be identified and given support to re-engage. The data collated from robust tracking will also be used to target suitable education and training provision and ensure that they are readily available.

1.4 Development of the strategy

The strategy has been developed by the Education Improvement and Partnerships Service, led by the Post-16 Partnership Coordinator, in collaboration and consultation with the following stakeholders:

Internal

- Adult Education Team
- Children Services
- Learning & Development Team
- SEND Service
- Work Inclusion Partnerships
- Youth Justice & Adolescent Development Service
- Economic Development Team
- LAC & Leaving Care Team
- Participation Team
- Social Care Team
- Virtual School

External

- Bishopshalt School
- Harlington School
- Heathrow UTC
- Meadow High School
- Vyners School
- The Skills Hub
- Uxbridge College (HCUC)
- Douay Martyrs School
- Haydon School
- Job Centre Plus, including Think Family
- Oak Wood School
- The Education Development Trust
- The Young People's Academy

Statutory Duty

In 2016, the Department for Education (DfE) set out the statutory duty detailing the need for the Participation of Young People in Education, Employment and Training. This provides statutory guidance for:

- LA staff involved in the commissioning and delivery of education and training provision for young people (16 and 17 year olds)
- LA staff responsible for promoting participation of young people, and tracking and supporting young people's activity

The LA follows this statutory guidance when:

- carrying out duties relating to raising the participation age and promoting participation of vulnerable young people that are NEET
- securing sufficient suitable education provision

2.1 What we offer

It is pivotal that upon leaving year 11, young people are supported to have a clear direction and available options for the next steps, on their journey to adulthood. To ensure that we fulfil this requirement, we will base our work on these cyclical five principles:



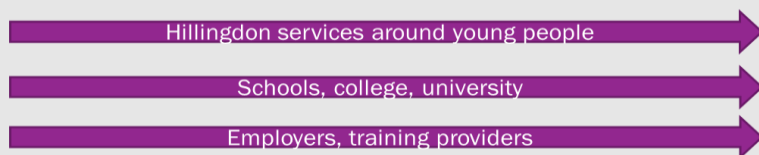
2.2 Support

- A Joint up working approach will be implemented between the LA services. Operational processes will be established and embedded within the LA to ensure that synergies are created and adopted.

5 Principles: STEPS

Young People are best supported when all stakeholders work in partnership.

Support	Train	Enable	Provide	Signpost
Design operational processes. Synergies need to be established & embedded in LA.	Employability skills	Inform of all pathways available	Destinations for all pathways.	Pathways available
Joint up working approach between LA services	Life skills	Inform of entry requirements	CIAG	Support services
Create fora	Work experience	Inform of closing dates.	Well-being IAG	Apprenticeships & Job boards
Smooth transition between destinations	Volunteering	Implement post-16 brochure		
Ensure applications are completed correctly and on time.				



- We will create opportunities for sharing knowledge and good practice. Initially, two fora will be implemented within the borough:
 - Post-16 forum within the LA
 - A careers cluster for secondary schools and further education settings

Post-16 providers and partners will be invited to these meetings when required.

- Smooth transition will be adopted between destinations. This will be discussed and supported initially via the careers cluster.
- We will ensure that there are stable Careers programmes readily available for all young people.
- Mental Health and Wellbeing education information, advice and guidance will be targeted to the post-16 cohort to provide support with the growing needs arising from the effects of the pandemic.

2.3 Train

- Work experience will be made available to all young people. Face to face is the preferred option; however, due to the pandemic, this is not an easy option to fulfil. Virtual opportunities mean that there is more scope to participate in a wider range of professions and trades that are nationwide.
- All young people will be taught employability skills as a staple of their careers guidance.
- General life skills should also be included as part of the curriculum. This is a valuable tool for establishing a solid foundation in preparation for adulthood.
- Volunteering will be encouraged to support gaining an understanding of 'community living'. It is also another way to gain experience and skills that could be transferred to the workplace.

2.4 Enable

- Young people will be empowered, giving them all the necessary tools to make informed choices.
- Young people will be made aware of all pathways available namely:
 - Entry requirements for each pathway and course should be clearly stated and discussed, ensuring that young people apply for the correct skill level that will enable them to progress at every opportunity.
 - Closing dates should be discussed at the outset, ensuring that young people are given enough time to present their application in the best possible way.
 - All information relating to the pathways and destinations offered at post-16, should be housed in a brochure that is shared at the commencement of each academic year.

2.5 Provide

- Destinations that fit with the aspirations of all young people, encompassing all pathways will be made available.
- Provide well-being information, advice and guidance.
- Provide careers information, advice and guidance.
- Special focus will be given to securing destinations for vulnerable young people aged 16 – 19 and aged 19 – 25 with an Education, Health & Care Plan (EHCP).

2.6 Signpost

- All pathways available should be explored and discussed with YP to ensure that they are fully equipped to make informed decisions about their next destination and beyond.
- To be ready for education, employment, or training, some YP may find themselves in the need of support from additional services such as housing or CAMHS.
- Information relating to current apprenticeships and job boards should be shared with YP, through direct mail, e-contact and advertisement on LA websites.
- Parents will be included in the process through being better informed and supported through our council website, school newsletters and the Post-16 brochure.

2.7 September Guarantee

All 16 year olds educated in the borough, and 17 year olds that reside in the borough in any given academic year, will be offered a suitable place by the end of September to continue in education or training.

The Strategy in Action

3.1 Introduction

Clear measurements and deliverables will be implemented to ensure that the strategy is adopted and embedded in our borough, ensuring that it becomes successful. Current fora will be attended, and new fora will be implemented to support continuous and open dialogue, the sharing of good practice, and the sharing of potential opportunities. Information will also be shared through the LA's LEAP portal.

3.2 The Fora

The Post-16 Partnership Co-ordinator will ensure continuity between the fora facilitated by this role and attend the sub-regional and London meetings. The main aim of the fora is:

- To support prevention and reduction of the number of NEET young people within the borough.
- To look at early actions and opportunities to engage with the young people.
- To create synergies where practicable through adopting one approach, leading to one way of working.

FORA MODEL			
	Owner	Attendees	Frequency
LA Post-16 Forum INTERNAL	Post-16 Partnership Co-ordinator.	EA, Secondary, Post-16 and AP Education Team Participation Team Virtual School Leaving Care Team Youth Justice & Adolescent Dev. Service SEND Team Economic Dev. Team Hillingdon Youth Council Universal Services	Bi-monthly
LA Careers Leaders Network	Post-16 Partnership Co-ordinator	EA, Secondary, Post-16 and AP All Secondary Schools, UTCs, SCs HCUC (Uxbridge College) Brunel University EDT; Careers Cluster & LEAN provider	Termly
Sub-Regional Surrounding Boroughs	Shared	Ealing Harrow Hillingdon Hounslow	Termly
All London Council	London Councils	All 32 boroughs	Termly

3.2.1 Local Authority Post-16 Forum

This meeting will capture all young people in the borough who are Not in Education, Employment or Training (NEET). Young people that are due to be moved between teams will be identified and transitioned.

External stakeholders will be invited to the forum as and when required.

3.2.2 LA Careers Leaders Network

The meetings will be centred around the eight pillars of the Gatsby Benchmark. External speakers will be invited to support the meeting as identified.



3.2.3 Sub-Regional Network

The meetings will be used to delve deeper into information shared at the London Council meetings, with a specific emphasis on our boroughs. Current ways of working within each borough will also be discussed and explored.

3.3 LA LEAP portal

The LA LEAP Portal is an education communications tool for all education settings in Hillingdon. Its primary purpose is to:

- Share information, advice, guidance, and signpost to education offers and opportunities
- Promote targeted training and development opportunities for all stakeholders

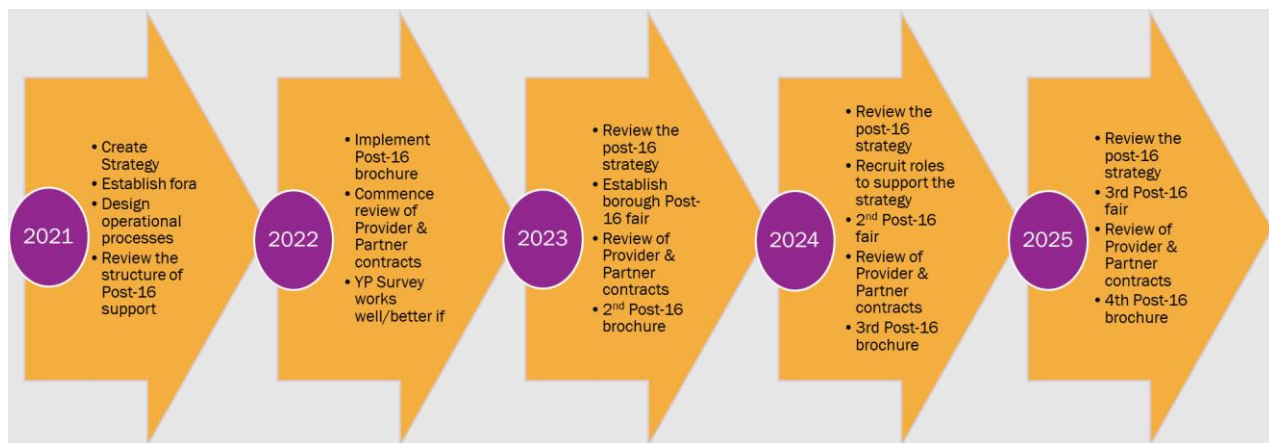
The LEAP Portal can be accessed through leap.hillingdon.gov.uk

3.4 Teams Around Young People Process

Each team will establish a process that will outline:

- **On-rolling:** how young people are identified or can access the service
- **Communicating:** how often they are contacted and through which mediums
- **Signposting:** how they realise what options are available to them, and how to access them
- **Joint up working:** what other services within the Local Authority are included in the process, and when
- **Off-rolling:** what are the steps for taking them off roll, with a particular focus on those that have not secured a destination
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3.5 Deliverables



Bridging the Gap

The secondary phase early intervention and prevention remit is out of scope for this strategy; however, they are closely aligned, and collaborative working arrangements are in place to ensure effective transition between the phases. One strategic approach is being designed to merge the two phases.

Young people will be supported from the time they transition from Year 6 and enter the secondary school system, using the parameters identified through the Gatsby Benchmarks. Below are key areas that have been highlighted as pivotal to supporting young people during years 7-11:

- Design a co-ordinated and collaborative curriculum offer that aligns with major local developments and employer skills needs and provides young people with clear pathways into positive and sustainable employment outcomes.
- Provide accessible information for parents about Post-16 opportunities and options from year 7 onwards including: online information, Post-16 provider event, integrating careers into school parent evenings, and dedicated events for parents of young people with SEND.
- Ensure that teachers and other school based staff benefit from initial and continuous training to prepare young people for successful transition at Post-16. Start by sharing case studies and organising shadowing opportunities across pre and Post-16 providers.
- Explore how Teaching School Hubs might contribute.
- Organise more engagement for young people with people ‘like them’ who have chosen certain pathways to share their experience and act as positive role models.
- Engage employers to enrich the curriculum offer and student experience – including experience of work, apprenticeships – enabling employers to understand education settings and young people’s needs.
- Ensure young people can directly influence service planning and delivery through a range of mechanisms – focus groups, surveys, student forums and ambassadors. This should be extended within a school setting and capture the voice of significant years like Year 13 – What didn’t work? What could be better? A youth summit with the Hillingdon Youth Council will be held in tandem to launch our new way of working.
- Support young people with Education and Health Care Plans, and young people leaving care to have good quality outcomes for post-16 matters from Year 9/10, also a robust annual review when transferring to post-16 and transition.
- There should be a focus on engaging employers with apprenticeship opportunities.

Appendices

Appendix One – Services in Action

- One way of working, communication across services delivering a robust support system for NEET YP.
- Working together to ensure that there is a smooth transition from all youth services to adult support services.

NEET YOUNG PEOPLE				
ACTIVITY	Participation Team	SEND	Virtual School	Youth Justice Service
On-Rolling	West London Data Participation officers Social workers, YJS Admissions team Schools Self-referrals	Through Annual Review process of EHCP (through school).	Referrals from the LAC Team	Referrals from the Police or the Courts
Communication F2F/ text/ email/ phone/letter	Weekly	Weekly if on tuition Every few weeks(months) if ceasing EHCP through Annual Review process.	Weekly	Weekly

Signposting	Providers	Targeted programmes for Further Education Apprenticeship in line with EHCP Outcomes	Providers Adolescent Development Service- Targeted Programmes	Providers Housing
Joint-Up Working	Attend LA Post-16 Forum Schools Social Workers YJS	Attend LA Post-16 Forum Preparation for Adulthood Outcomes at Annual Review, review of the EHCP with Social Worker, EP (if appropriate), therapist (SLT or OT), CAMHS other health. Project Search	Attend LA Post-16 Forum Social Care, Admissions Schools/colleges SEND YJS MAPS Health	Attend LA Post-16 Forum Inform Participation Team/SEND Team/The Virtual School (as relevant) – 6 weeks prior to completion
Systems for sharing real time information	IYSS and ICS to be used across all services for capturing, collating and sharing young people information.			
Off-Rolling – with destination	3 months check-in	Ceasing an EHCP.	Drive Forward 3 months check-in	3 months check-in
Off-Rolling at age limit – without destination	Inform JCP & Adult Education	Ceasing an EHCP.	Drive Forward Inform SEND Team, Participation Team JCP & Adult Education	Inform JCP & Adult Education

Appendix Two – Providers as at October 2021.

Providers & Support Services	Participation	SEND	Virtual School	Youth Justice Service
Action West London	✓			
Adolescent Dev Service			✓	
Ambitious About Autism		✓		
ASEND		✓		
BHUMP			✓	
Build	✓		✓	✓
Catch 22 – Future Pathways	✓		✓	✓
Connect Me				✓
DASH	✓			
EDT				
Green Corridor	✓	✓		
HACs	✓			
HCUC	✓	✓	✓	✓
Heathrow Employment & Skills Academy			✓	
JCP	✓		✓	✓
JGA	✓			
Qualify Me				
P3	✓			
Princes Trust	✓			
Rise	✓			

Shaw Trust Group – Pavillions Project Search		✓		
Skansa				
SPEAR	✓	✓		
Springboard West				✓
Street League	✓		✓	
Traveller Movement	✓			

Virtual School	Information is updated in IYSS/ICS in a timely manner	Blue	Green	Yellow	Red				
	Information is shared with relevant services	Blue	Green	Yellow	Red				
	Reduce in YP NEET/Not known figure	Blue	Green	Yellow	Red				
	Communication plan with YP is fulfilled	Blue	Green	Yellow	Red				
Youth Justice Service	Information is updated in IYSS/ICS in a timely manner	Blue	Green	Yellow	Red				
	Information is shared with relevant services	Blue	Green	Yellow	Red				
	Reduce in YP NEET/Not known figure	Blue	Green	Yellow	Red				
	Communication plan with YP is fulfilled	Blue	Green	Yellow	Red				
Youth Justice Service	Information is updated in IYSS/ICS in a timely manner	Blue	Green	Yellow	Red				
	Information is shared with relevant services	Blue	Green	Yellow	Red				