

Portsmouth Education Partnership

The Post-16 Forum

Terms of Reference (October 2020)

1. Introduction

The Forum will support the implementation of the Portsmouth Education Strategy 2020-2023, contributing to the vision and overall themes of the strategy.

Our vision as outlined in the Portsmouth Education Strategy is that through working together we can ensure that: *All children and young people make good progress through education which sets high expectations for them, is infused with restorative high support and high challenge and which is supported through leading edge use of digital technology, empowering them to drive their own learning anywhere.*

A central theme of the PEP strategy is inclusion - *creating an educational environment that is welcoming to all children and young people and not giving up on any child whatever their circumstances.*

The strategy will also have running through it a commitment to engage with schools and partners to develop and share anti-racism training and resources in response to Black Lives Matter.

2. Key purpose

The key purpose of the Forum is to provide a multi-agency forum which works collaboratively across the Portsmouth travel to learn area to lead on key activities and projects that support transition from pre to post 16 education and improves participation, progression, retention and achievement of young people.

The Post-16 Forum will monitor the work of Task and Finish Groups / Sub Groups and receive regular reports from such groups

3. Key responsibilities

The key responsibilities of the Forum are to:

- a) **Reduce the proportion of young people in Portsmouth who are not in education, employment or training (NEET)** through jointly planned and funded projects including the Youth NEET Prevention Programme and oversight of externally funded programmes including ESF programme funding.
- b) **Meet the needs of young people with special educational needs and disabilities** (including a focus on mental health) by ensuring there is a sufficient and suitable offer in the travel to learn area as part of the Local Offer. The Forum

will take a lead on ensuring that there is a growth in provision that supports transition to employment for young people with SEND.

- c) **Raise the aspiration and attainment of young people to increase the number of young people who progress to higher education and higher apprenticeships.** Supporting key programmes including and the Uni Connect Programme.
- d) **Support the regeneration of Portsmouth** and up skilling of young people to meet the future skill and employment needs of the City and improving young people's access to local skilled employment and higher education opportunities. This will link to the work of Solent LEP and the Council's Skills and Regeneration Strategy.
- e) **Improve the provision of careers education, information, advice and guidance** in schools and further education and ensuring schools have up to date information about the post-16 curriculum offer and the pathways to employment and higher education. Working with the Solent Careers Hub to ensure all schools and colleges meet the requirements of the Careers Strategy and Gatsby Benchmarks. Development of the Portsmouth Careers Calendar.
- f) **Share pupil / student information, data and intelligence** to support and inform: transition; planning and commissioning of services; curriculum changes; pupil place planning; engagement activities; monitoring of outcomes and targets; etc
- g) **Plan the post-16 curriculum** and participating in updates to the post-16 curriculum plan to ensure the needs of young people aged 16-19 and up to 25 for SEND are met.
- h) **Share information and intelligence about local education changes** including academy transfers, changes to the status of schools, post-16 specialist provision and developments, University Technical Colleges, SEND reforms, capital funding opportunities, etc.
- i) **Support the planning and delivery of targeted youth support services** that focus on vulnerable young people. This will include re-engagement provision.

4. Membership

The membership of the Forum is as follows:

| | |
|----------------|---|
| Chair: | This is shared by colleges senior leaders and rotated on a termly basis |
| Vice-Chair: | Mike Stoneman Deputy Director, Education Portsmouth City Council |
| Amanda Percy | Post-16 Commissioning Manager Portsmouth City Council |
| Simon Barrable | Principal Portsmouth College |

| | |
|-------------------|---|
| Richard Barlow | Vice Principal, Havant and South Downs College |
| Helen Brennan | Director of Student Support & Alumni Services, Highbury College |
| Louise Davis | Assistant Principal Students and Improvement, Fareham College |
| Andy Grant | Principal, St Vincent College |
| Steve Labeledz | Executive Head teacher, Salterns Academy Trust |
| James Doherty | Principal, UTC |
| Cath Longhurst | Chief Executive, EBP South |
| Claire Ansell | Children and Young People's Alliance |
| Siobhan Flynn | Employment and Skills Manager, Solent LEP |
| Claire O'Neill | Head of Southern Universities Network (SUN) |
| Tina Henley | Head of the Virtual School, PCC |
| Laura Meloni | Information Analyst, PCC |
| Huw Chapman | CEO PETA |
| Jane Lamer | Business Manager (Employment, Learning and Skills - Economic Development) |
| Julia Katherine | Head of Inclusion Portsmouth City Council |
| Sarah Christopher | PEP and School Inclusion Manager |

The membership of the Forum will be continually reviewed and monitored.

In the spirit of openness and transparency, any head teacher within the city is at liberty to request to attend meetings of this group/board in the capacity of an observer.

5. Chairing, frequency of meetings and administration

The Forum will be chaired or vice-chaired by a local education leader from an education setting or Multi Academy Trust. The length of service will be for at least one year and will be reviewed at the end of each academic year.

The Forum will meet at least termly.

Minutes of the meetings will be circulated to all members as soon as available and shared on the PEP website. The agenda and supporting papers will be sent out in advance of each meeting.

6. Accountability and Governance Arrangements

The Forum will report and be accountable to the PEP Strategic Board.