

Portsmouth Education Partnership (PEP)

Safeguarding and Vulnerable Children and Young People Group

Terms of Reference (October 2020)

1. Introduction

The Safeguarding and Vulnerable Children and Young People Group 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 Group is to track and monitor vulnerable children and young people and their families, and to record and monitor school attendance of vulnerable children and young people, including access to home learning.

Vulnerable children and young people in this case are defined as:

- children open to social care and looked after children,
- children open to early help and prevention,
- children with special educational needs including social emotional and mental health needs and children with education, health and care plans,
- children with underlying health conditions, including children who are clinically vulnerable and clinically extremely vulnerable, and
- young carers
- children and young people who are vulnerable due to the impact of the Covid 19 pandemic on their families.

3. Key responsibilities

The key responsibilities of the Group are to:

- a) Track and monitor vulnerable children and young people and their families. Any concerns identified by schools are picked up via the regular Link Co-ordinator phonecalls to schools, issues are recorded and followed up, as necessary.
- b) Record and monitor the school attendance of vulnerable children and young people, identifying and addressing any barriers to attendance, where possible.
- c) Ensure that (on-line) training and support is being provided for DSLs to share and develop good safeguarding practice.
- d) Provide guidance for schools on facilitating school attendance of vulnerable groups, including children with underlying medical conditions.
- e) Overseeing PCC media activity aimed at promoting school attendance.

4. Membership

The membership of the Group is as follows:

Chair	Julia Katherine, Head of Inclusion (PCC)
Administrator	Queralt Barrau (PCC)
Solent	Cheryl Bleach (School Nursing), Karin Downer (Operational Manager 0-19 Service & Modern Matron Health Visiting), Claire Smith (Service and Quality Manager)
Public Health	Hannah Byrne
Inclusion Outreach / MABs	Lisa Caine
PEP and School Inclusion	Sarah Christopher
Primary School representatives	Emma Cornish (Manor Infant), Polly Honeychurch (Cottage Grove), Karen Stocks (Arundel Court)
Secondary School representatives	Lisa Murphy (Priory)
Virtual School	Tina Henley
Special School representatives	Catherine Walker (Harbour)
Children's and Families Commissioning	Hayden Ginns, Anthony Harper
Marketing and Communications	Anna Potter, Ellie Rymer
Educational Psychology	Liz Robinson
SEN Service	Karen Spencer
Admissions, Attendance, Exclusions & Reintegration Service	Neil Stevenson

The membership of Group will be continually reviewed and monitored.

In the spirit of openness and transparency, any headteacher 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 Group will be chaired by the Head of Inclusion.

The Group will meet fortnightly.

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 Group will report and be accountable to the PEP Strategic Board.