WEST COLLEGE SCOTLAND
CORPORATE PARENTING PLAN

2015 - 2018
Notes and Revisions:

Our Corporate Parenting Plan is reviewed annually. It was most recently reviewed in May 2017, to (i) reflect progress towards the targets set, (ii) to consider feedback from our current cohort of care experienced young people, (iii) maintain continuity with updates to our Regional Outcome Agreement (ROA), (iv) to consider changes in legislation, (v) to reflect on the impact of changes in external support arrangements. These are included as further actions.

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Real time version published in preparation for baseline completion and development of the 2018-2021 plan – note this version includes live notes for pre-review
Executive Summary

West College Scotland

Over 1,200 staff support 30,000 students currently studying at West College Scotland.

We are Scotland’s largest regional college, serving 1.2 million people within the West Region.

Our main campuses are located in Clydebank, Greenock and Paisley.

Corporate Parents

Colleges and universities are among the extended number of organisations to gain statutory duties as Corporate Parents to care experienced young people, under Part 9 of The Children and Young People (Scotland) Act 2014. Our statutory Corporate Parenting duties apply to care experienced young people until their 26th birthday.

A care experienced young person may be currently looked after in care, or be a care leaver:

- Foster care
- Kinship care
- Looked after in residential accommodation
- Looked after at home

We are committed to supporting care experienced young people. Practice established in the achievement of the Buttle UK Quality Mark provides a strong foundation. Our Corporate Parenting Plan builds on this and sets out how we intend to fulfil our statutory duties going forward.

We aim to ensure a welcoming, inclusive and supportive environment for care experienced young people, and to deliver an outstanding experience that nurtures and grows the individual.

We will listen to the voice of our care experienced young people, include them in decision making and shaping their college experience. We will be alert to matters which may affect their wellbeing, assess their needs, promote their interests, provide opportunities to engage in activities to promote their wellbeing and achievements, and take such actions as would be reasonable to expect from a parent, and incorporate best practice into our everyday business.

We will work in partnership with care experienced young people and fellow Corporate Parents, including:

- All 32 of Scotland’s local authorities
- Skills Development Scotland
- NHS Greater Glasgow and Clyde
- Police Scotland

Our approach to corporate parenting, continuous improvement, reporting mechanisms and evaluative processes will be under constant review.

Statutory Duties and Responsibilities

The college’s Corporate Parenting duties belong to the whole organisation, not an individual or team. The purpose and intention of Part 9 of the Act is to improve how organisations as a whole support care experienced young people.

Section 58 identifies the statutory responsibilities of corporate parents in so far as consistent with the proper exercise of its other functions, to promote and secure the wellbeing of care experienced young people.

(a) - to be alert to matters which, or which might, adversely affect the wellbeing of care experienced young people

(b) - to assess the needs of care experienced young people for services and support we provide,

(c) - to promote the interests of those care experienced young people,

(d) - to seek to provide those care experienced young people with opportunities to participate in activities designed to promote their wellbeing,

(e) - to take such action as it considers appropriate to help those care experienced young people—

(i) - to access opportunities it provides in pursuance of item (d), and

(ii) - to make use of services, and access support, which it provides, and

(f) - to take such other action as it considers appropriate for the purposes of improving the way in which it exercises its functions in relation to those care experienced young people.
Section 59 places a duty on all corporate parents to prepare (in consultation with appropriate persons), publish and review a plan for how they will exercise their corporate parenting responsibilities.

Section 60 places a duty on all corporate parents to collaborate with each other when exercising their corporate parenting responsibilities and other duties under Part 9.

Section 61 places a duty on all corporate parents to prepare and publish reports on how they have exercised their corporate parenting responsibilities and other duties.

Section 62 places a duty on all corporate parents to provide Scottish Ministers with information about how they have exercised their corporate parenting responsibilities and other duties.

Section 63 places a duty on all corporate parents to follow guidance (relating to corporate parenting) issued by Scottish Ministers. This guidance could be specific to an individual or group of corporate parents. The section also places a duty on Scottish Ministers to consult with the corporate parents to whom guidance relates, before issuing or revising it.

Section 64 provides Scottish Ministers with powers to direct corporate parents about how they exercise their corporate parenting responsibilities and other duties. (Please note that statutory guidance on corporate parenting was published by the Scottish Government in August 2015.)

Section 65 places a duty on Scottish Ministers to lay a report before the Scottish Parliament at the end of each three-year period, setting out how they have exercised their corporate parenting responsibilities during that period.

Wellbeing indicators

- Safe – protected from abuse, neglect or harm
- Healthy – having the best possible standards of physical and mental health support to make healthy and safe choices
- Achieving – accomplishing goals and boosting skills, confidence and self-esteem
- Nurtured – having a nurturing and stimulating place to live and grow
- Active – having opportunities to take part in activities
- Respected – being given a voice, being listened to, and being involved in the decisions which affect their wellbeing
- Responsible – taking an active role within home, college and community
- Included – being a full member of the communities in which they live and learn, receiving help and guidance to overcome inequalities

Review and reporting

- Admissions data – improve early intervention and transitional support by promoting the benefits of self-disclosure and to see this reflected in our applications data
- Accessing services – ensure that care experienced young people are accessing and making full use of the right services with confidence and without barriers (e.g. Corporate Parenting Support Team, Enabling Services, Essential Skills, Study Skills, Careers Advisors, Student Counsellors, Money advice services)

- Qualitative data provided by the Student Experience Team and Students’ Association - ensuring that care experienced young people have a clear voice, belonging and given opportunities to help the college improve as a Corporate Parent

Anticipated impact of our Corporate Parenting Plan

- Encourage care experienced young people to aspire to college and university
- Support care experienced young people overcome barriers and improve their life-chances
- Support care experienced young people in achieving parity in attainment with their non-care experienced peers by 2021
- Celebrate success
- Develop and improve as a Corporate Parent
Aims

1. Provide meaningful opportunities for care experienced young people to aspire Further and Higher Education
2. Ensure effective working partnerships with other Corporate Parents, third sector and other agencies supporting the interests of care experienced young people
3. Early identification of care experienced young people to enable effective transitional support
4. Ensure that care experienced young people have easy access to a named person within each campus
5. Ensure care experienced young people as a strategic and operational priority
6. Provide advice to care experienced young people with regards to studying at college, applications, funding, interviews, support, wellbeing, pathways and benefits of self-disclosure
7. Provide an enhanced induction, guidance and support network to care experienced students, ensuring they are aware of, and able to access, the full range of services and support throughout their learning journey
8. Work in partnership with care experienced students to (a) establish an effective support network, (b) ensure a clear and collective voice that shapes and influences the college experience and helps the college to improve as a corporate parent, (c) provide relevant activities to promote wellbeing and belonging
9. Develop effective processes to ensure a pro-active approach to retention, and to best assure the life chances of our care experienced students, and actively promote and support progression to HE
10. Ensure care experienced students are supported in the transition to a positive destination and that they have a clear overview of the pathways and options available
11. Provide care experienced students with opportunities to celebrate success and share their experiences with others
12. Establish tracking and monitoring mechanisms to ensure each care experienced student is able to progress to a positive destination
13. Improve as a Corporate Parent by ensuring that the college captures the views of care experienced students at the end of their course and when they have reached their next destination
14. Improve as a Corporate Parent by ensuring that information is shared effectively
15. Include the voice and views of care experienced students in reflective practice, self-evaluation, strategic and operational planning
16. Improve as a Corporate Parent by ensuring that all staff are able to participate in Corporate Parenting training and awareness raising to be able to respond to the needs of care experienced young people
17. Improve as a Corporate Parent by understanding and responding to local, regional and national needs of care experienced young people
18. Improve as a Corporate Parent by benchmarking progress and performance with other Corporate Parents
19. Ensure the college is guided in the development, maintenance and critical review of its Corporate Parenting Plan
20. Develop a regional approach to Corporate Parenting

Key – use of terminology:

- Care experienced young person – not currently studying at the college. May or may not have expressed an interest in studying at FE or HE level.
- Care experienced student – a care experienced young person studying at the college.
Aim - 1

Provide meaningful opportunities for care experienced young people to aspire Further and Higher Education

How will this aim be achieved?

We will work in partnership with fellow Corporate Parents and agencies to promote the opportunities and support available within West College Scotland to care experienced young people. We will work with care experienced young people to help make informed choices and be active in raising aspirations to further and higher education. In consultation with care experienced young people, we shall promote college as a positive and supportive destination. We will include relevant information about courses, funding, support, resources and pathways.

Generic information for care experienced young people and their support network will be provided through printed leaflets and online material accessed through the college website, student intranet, Propel website and partner networks.

Tailored information will be provided through invited input (e.g. working with residential homes and schools, targeted information events at the college) and partnership working to promote the interests of care experienced young people. The cost of getting to and/or returning from an event hosted at one of our campuses can be met by the college through funds set aside by the Students’ Association for reducing barriers faced by care experienced young people.

Progress to date

 ✓ Establish a baseline Corporate Parenting Support Team:
   - Named Person working directly with corporate parents, agencies and partners [HoSS].
   - Campus based contact for all care experienced young people [SAS Co-ordinator].
   - Administrative support for communication, tracking and monitoring [A. Bonnar].
   - Ensure the voice of care experienced young people is clear and influential throughout the student journey [Student President]

 ✓ Produce plain English leaflet to provide information to care experienced young people, their carers, fellow Corporate Parents and to those with a vested interesting in their wellbeing and aspirations.

 ✓ Student Advisors have established links with, and visited, several residential units to offer guidance about college courses and support, and will now seek to establish an annual programme of visits.

 ✓ Student Advisors have made key contacts within local secondary schools, routinely take care experienced young people and their carers on campus tours/familiarisation visits and provided information about the types of courses and support available (early-intervention).

 ✓ Provide opportunities for all care experienced young people to visit the college and speak to staff and other care experienced young people about their experience of college life.

Planned further actions to achieve this aim

 ✓ Enhance senior phase transitional support arrangements by working in partnership with secondary schools to raise awareness amongst their care experienced young people of college courses, funding and support; and to initiate robust transitional support arrangements where relevant.

 ✓ Develop an annual programme of site visits by Student Advisors to residential units and to secondary schools to establish links with care experienced young people and help them aspire to FE/HE.

Associated Corporate Parenting Duties

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Aim ID | Stage ID | STATUS
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1.1 | 1: Pre-entry | LIVE

Owner(s)

WCS Corporate Parenting Support Team

Estimated completion date | Next Review date
---|---
May 2018 | July 2017

Your feedback and review notes ... please email feedback to corporate.parent@wcs.ac.uk or use this space then hand the page to the campus reception desk [ Reception: forward to Head of Student Services]

LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:

- Designated contact within all secondary schools within the region but mindful that our reach goes beyond our region, thus work needed to network and promote more widely
- Process in place to automatically invite care experienced applicants to the campus for a site visit. However, work still needed to remove the pre-application barrier by promoting this within our Corporate Parenting networks.
- Good work is taking place in promoting the college as a positive destination for those living in residential care; however, we recognise that those most in need are potentially living at home – our capacity to identify and reach that group is limited and relies on the strength of our Corporate Parenting networks (e.g. social workers who are actively engaging with the young person, their family and home situation). We have put in place opportunities to engage through campus tours and tailored information events / Champions Boards
Aim - 2

Ensure effective working partnerships with other Corporate Parents, third sector and other agencies supporting the interests of care experienced young people

How will this aim be achieved?

The college will establish a Corporate Parenting Support Team. To achieve this aim, the team member identified is:

- Head of Student Services – will (a) act as the college’s named person for Corporate Parents, third sector and other agencies supporting care experienced young people, (b) represent the college on forums and other agency meetings and events, (c) work with partners and the college’s data controller to seek to establish effective data sharing practice where no such arrangement currently exists, (d) facilitate networking events to increase the awareness of the support each party can offer and to develop effective working relationships in the interests of supporting and improving the life-chances of care experienced young people

Progress to date

- Establish a baseline Corporate Parenting Support Team, including:
  - Named person working directly with corporate parents, agencies and partners [HoSS].
  - Campus based contact localised enquiries [SAS Co-ordinator].
- Established key contacts within West Region local authorities
- Established key contacts, reporting and data sharing arrangements with Skills Development Scotland (SDS)
- Established key contacts within all Scottish universities
- Established key contacts with most Scottish colleges
- Established key contacts with agencies including Who Cares? Scotland, CELCIS, STAF and Barnardo’s
- Active participants of the West of Scotland Care Leavers Forum
- Hosted several networking events with representatives in attendance from multiple local authorities
- Developed relationships with Who Cares? Scotland, CELCIS and STAF, and participated in numerous development events with these key partners and the College Development Network

Planned further actions to achieve this aim

- Identify a named person for each Corporate Parent in Scotland, including establishing a link with all local authorities in Scotland
- Re-open: GDPR: Better support care experienced young people by seeking to establish relevant data sharing agreement and/or service level agreement where no such agreement(s) currently exist
- Improve and streamline the service offering to care experienced young people through effective partnership working

Associated Corporate Parenting Duties

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Aim ID | Stage ID | STATUS
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1.2 | 1: Pre-entry | LIVE

Owner(s)

WCS Corporate Parenting Support Team

Estimated completion date | Next Review date
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December 2017 | July 2017

Your feedback and review notes ... please email feedback to corporate.parent@wcs.ac.uk or use this space then hand the page to the campus reception desk [Reception: forward to Head of Student Services]

LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:

- Named person identified for every FE and HE establishment in Scotland. Work still in progress to identify leads in each local authority within Scotland. Contacts have been identified in each LA where a care experienced student is studying at the college/intends to study at the college.
- Adapted SLA from Learner Development to provide a basis for effective data sharing amongst Corporate Parents but still seek permission for each young person with regards to what data is shared and for what purpose
- Champions Boards, Family Firm, Working Closer with the Young People and their support networks, and promoting our offer as college has had a positive impact on streamlining internal and external processes to smooth transition, remove barrier and provide the right support at the right time.
## Aim - 3

Early identification of care experienced young people to enable effective transitional support

### How will this aim be achieved?

- Promote the college as an inclusive and supportive environment for care experienced young people
- Enable care experienced young people to feel comfortable about disclosing their status at the earliest juncture by removing perceived barriers and promoting the benefits of disclosure – including assuring applicants that self-disclosure is a positive rather than negative decision
- Effective partnership working internally to better enable early disclosure and cross-checking
  - Course application form; Student Funding application form; Interview checklist; Enrolment form; Enabling Services application form; Guidance form
- Effective partnership working externally to better enable disclosure and promote self-disclosure
  - Local Authority (schools – senior phase transitions; social work)
  - Agencies working on behalf of care experienced young people
  - Other Corporate Parents (inc. SDS and Data Hub 16+ report)

### Progress to date

- Awareness raising of the support the college is able to offer care experienced young people (college website, student intranet, marketing materials, communication through networking opportunities, promoting directly to care experienced young people and within their own networks)
- Simplify the college’s online application form to make it easier for applicants to understand what care experienced means; to be able to access information about the benefits of disclosure and to alleviate fears that disclosure may impact negatively on their application or likelihood of being offered a place
- Pre-entry awareness campaign (as part of ‘keep warm’) to make all applicants to the college aware of the support available to care experienced young people, including: pre-entry support, prioritised funding application processing, SAAS vocational grant and access to the new SAAS bursary in place of a student loan (up to £7,625)
- Corporate Parenting Team now has access to the SDS 16+ report. Whilst this may not necessarily provide early disclosure, it is a useful tool to identify care experienced young people within their first block of study
- Senior Staff awareness developed across through Corporate Parenting training
- Signed the Scottish Care Leavers Covenant and the Who Cares? Scotland Pledge to Listen

### Planned further actions to achieve this aim

- Implement data sharing protocols for early disclosure. Re-open: CDPR
- Enhanced marketing campaign in partnership with the Students’ Association to promote care experienced young people, their stories and achievements (celebrating success)

### Associated Corporate Parenting Duties

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### Aim ID | Stage ID | STATUS
1.3 | 1: Pre-entry | RE-OPEN

### Owner(s)

WCS Corporate Parenting Support Team

### Estimated completion date | Next Review date
September 2017 | July 2017

**Your feedback and review notes** ... please email feedback to corporate.parent@wcs.ac.uk or use this space then hand the page to the campus reception desk [Reception: forward to Head of Student Services]

**LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:**

- Adapted SLA from Learner Development to provide a basis for effective data sharing amongst Corporate Parents. Internal cross-checks e.g. application form, enrolment form, funding application, SDS 16+ report
- Students’ Association has recently has a change in team. Assurance from incoming Student Present that Care Experienced Young People will remain a key focus.
- Good progress in involving CQLs, CELs and Guidance Tutors in the planning, support and championing of care experience young people
- WCS produced its own CDP materials on VLE in the absence of those from Who Cares? Scotland
Aim - 4
Ensure that care experienced young people have easy access to a named person within each campus

How will this aim be achieved?
The college will establish a Corporate Parenting Support Team. The following team members are identified as key:

- Student Advisory Services Co-ordinator – enhanced level of support (pre-entry, on-course, pre-exit, post-exit) for applicants or students presenting as a care experienced young person. The role of the SAS Co-ordinator in this capacity is to act as a key point of contact for the care experienced young person; and to ensure ease of access the information, services, staff and partners needed to support their transition, aspirations, learning, progress, wellbeing, achievement and eventual onwards travel to a positive destination.
- Student President – key role in championing the voice of care experienced young people, promoting opportunities and celebrating success

Progress to date
- Established a baseline Corporate Parenting Support Team:
  - Named Person working directly with corporate parents, agencies and partners [HoSS].
  - Campus based contact for all care experienced young people [SAS Co-ordinator].
  - Administrative support for communication, tracking and monitoring [A. Bonnar].
  - Ensure the voice of care experienced young people is clear and influential throughout the student journey [Student President]

Planned further actions to achieve this aim

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1.4  | 1: Pre-entry | • Maintenance

Owner(s)
WCS Corporate Parenting Support Team

Estimated completion date | Next Review date
---|---
September 2017 | July 2017

Your feedback and review notes ... please email feedback to corporate.parent@wcs.ac.uk or use this space then hand the page to the campus reception desk [Reception: forward to Head of Student Services]

LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:
- CQLs, CELs, Guidance Tutors, Student Funding and Student Services are working strategically. Next step is to ensure Enabling Services, Essential Skills and the Students’ Association are fully integrated. Take beyond the baseline.
Aim - 5

Prioritise care experienced young people as a strategic and operational priority

How will this aim be achieved?

- Prioritise care experienced young people within Regional Outcome Agreement (ROA)
- Ensure that all staff are aware of the whole organisation’s statutory duties as Corporate Parents, and receive appropriate CPD
- Identify key staff to establish a baseline Corporate Parenting Support Team, then develop the Corporate Parenting Support Team into a steering group, ensuring representation from all areas of the college, including the Students’ Association and care experienced young people
- Ensure that the voice of care experienced young people is clear and is having a positive impact on the work and life of the college, and the way in which the college carries out its business and Corporate Parenting duties
- Report on performance indicators of care experienced young people as a protected characteristic

Progress to date

✓ Updated Regional Outcome Agreement (ROA)
✓ Established baseline Corporate Parenting Support Team
✓ Priority processing of applications (course, funding and support services) for disclosed care experienced young people
✓ Reporting on performance indicators of care experienced young people
✓ Senior Staff awareness developed across through Corporate Parenting training
✓ Signed the Scottish Care Leavers Covenant and the Who Cares? Scotland Pledge to Listen
✓ CPD for all staff to ensure awareness of care experienced young people, their life-chances and our Corporate Responsibilities are understood and embedded within our planning processes and day-to-day business. Opportunity to group with CPD for safeguarding, prevent and supporting vulnerable students. Annual refresh

Planned further actions to achieve this aim

✓ Ensure that new staff receive training on Corporate Parenting and care experienced young people as part of their induction programme
✓ Ensure that the voice of care experienced young people continues to inform our strategic planning, operational planning and Corporate Parenting Plan to ensure continuous improvement
✓ Annually review and measure the impact of the Corporate Parenting Plan on the strategic and operational priorities of the colleges

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1.5   | 1: Pre-entry | LIVE

Owner(s)

WCS Corporate Parenting Support Team

Estimated completion date | Next Review date
---|---
September 2017 | July 2017

Your feedback and review notes ... please email feedback to corporate.parent@wcs.ac.uk or use this space then hand the page to the campus reception desk [Reception: forward to Head of Student Services]

LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:

- The college has developed CPD materials within its own VLE environment
- Anticipated that new staff will be asked to complete the CPD materials within the VLE and be invited to meet with a member of the Corporate Parenting team as part of their induction
- The voice of our care experienced young people has been at the heart of developing and measuring the success our Corporate Parenting Plan. Their voice has also been influential in our approach to supporting (pastoral, emotional, financial, progress and wellbeing). Their voice will continue to be influential in our next steps and in breaking down the remaining barriers
Aim 6

Provide advice to care experienced young people with regards to studying at college, applications, funding, interviews, support, wellbeing, pathways and benefits of self-disclosure

How will this aim be achieved?

The college will promote its services to support care experienced young people by

- working in partnership with other corporate parents and agencies
- using the ‘keep warm’ campaign to make all applicants to the college aware of the support available to care experienced young people
- publishing information on the college website, student intranet and in printed format
- providing information directly to care experienced young people and their networks (e.g. visits to residential homes, promotion through the throughcare and aftercare networks, schools co-ordinators and guidance tutors)
- assessing need – including financial, enabling services, essential skills, wellbeing and establishing a personal learning and support plan

The Student Advisory Services Co-ordinator within each campus will offer 1:1 support for care experienced young people to:

- assist the young in finding out more about our courses, complete forms, prepare for selection, access relevant support, visit the college, meet key staff and other care experienced young people in advance of starting any programme of study
- assis the young in finding out more about our courses, complete forms, prepare for selection, access relevant support, visit the college, meet key staff and other care experienced young people in advance of starting any programme of study

Progress to date

- Publish information for care experienced young people of the main college website and student intranet
- Promote services to support care experienced young people within this the ‘keep warm’ campaign (this information is sent to all students, regardless of status)
- Publish leaflet outlining the services available to support care experienced young people
- Offer 1:1 support for care experienced young people to see find out more about our courses, complete forms, prepare for selection, access relevant support, wellbeing pastoral care and to visit the college, meet key staff and other care experienced young people in advance of starting any programme of study

Planned further actions to achieve this aim

- Establish a comprehensive network of support contacts to enable the college to better promote support services and events to care experienced young people and ensure key partners are kept well informed

Associated Corporate Parenting Duties

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Aim ID | Stage ID | STATUS |
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1.6 | 1: Pre-entry | Maintenance |

Owner(s)

WCS Corporate Parenting Support Team

Estimated completion date | Next Review date
---|---|
September 2017 | July 2017

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LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:

- Robust support network established. This continues to grow and is becoming well integrated
Aim - 7

Provide an enhanced induction, guidance and support network to care experienced students, ensuring they are aware of, and able to access, the full range of services and support throughout their learning journey.

How will this aim be achieved?

- Named contact for support and signposting, access to extended support, monitoring and tracking, access to support when needed.
- Identify front-line staff who will be central to informing and supporting the care experienced student in accessing advice, services and support, internal and external [SAS Co-ordinator, CQL, Guidance Tutor, Student President].
- Ensure that the care experienced student can make use of these front-line staff at any time during their journey to access, as needed and without barriers, other services such as Student Funding, Enabling Services, Essential Skills, Counselling Services, Careers Advisors, the Students' Association, Chaplaincy and Spiritual Care, and other services and supports relevant to the individual and their continued wellbeing.

Progress to date

- On disclosure, communication procedures established to ensure front-line staff are aware of who our care experienced young people are.
- Student Services staff have received CPD in understanding.
- CPD for all staff to ensure that the college is an effective Corporate Parent.

Planned further actions to achieve this aim

- Measure the effectiveness of CPD and how this translated into everyday practice.

Associated Corporate Parenting Duties

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Aim ID | Stage ID | STATUS
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2.1 | 2: During study | ● Maintenance

Owner(s)

WCS Corporate Parenting Support Team

Estimated completion date | Next Review date
--------------------------|-------------------
September 2017 | July 2017

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LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:

- Review CPD materials within VLE for all staff and seek to ascertain how the training has made a difference in understand, practice and to the student.
Aim - 8

Work in partnership with care experienced students to (a) establish an effective support network, (b) ensure a clear and collective voice that shapes and influences the college experience and helps the college to improve as a corporate parent, (c) provide relevant activities to promote wellbeing and belonging.

How will this aim be achieved?

College staff and Students’ Association Officers will encourage care experienced students to become active participants in the Students’ Association Care Experienced Forum and Society. This forum will provide a means to establish a support network with other students and staff from across the college. The forum will also be key influencer in sharing the collective voice of our care experienced students, ensuring that the college is able to better understand barriers to success, respond to needs, and develop and improve as a corporate parent.

The college and Students’ Association will work in partnership to establish a society that promotes the wellbeing, belonging and aspirations of our care experienced students, and help to develop strong relationships, by engaging in relevant activities, events and celebrating success.

Progress to date

- Invited care experience students to share their views on their learning experiences, barriers to success, hopes and fears, and vision of how the college can develop its support and range of services to better support them and become a more effective Corporate Parent
- Establish a Students’ Association forum and society for care experienced students, helping to (a) ensure a strong and clear voice, (b) create a community for care experienced students to interact and establish a support network, (c) share their college experiences, collective views and aspirations for the college to improve as a Corporate Parent, and (d) engage in activities arranged through their Students’ Association

Planned further actions to achieve this aim

- Maintain momentum and ensure long term sustainability

Associated Corporate Parenting Duties

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Aim ID | Stage ID | STATUS
2.2    | 2: During study | Maintenance

Owner(s)

WCS Corporate Parenting Support Team

Estimated completion date | Next Review date
September 2017 | July 2017

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LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:

- A change in administration within the SA has slowed the progress of finalising this aim. Assurances from the SA that the collective voice of our care experienced young people remains an absolute priority and that there is a commitment to building on the strengths that already exist.
### Aim - 9

Develop effective processes to ensure a pro-active approach to retention, and to best assure the life chances of our care experienced students, and actively promote and support progression to HE.

### How will this aim be achieved?

Named contact; effective communication; behind the scenes monitoring and tracking, routing engagement with named person (‘How are you doing’), pathways for progression, covering the cost of college graduation gown hire and UCAS applications for onwards progression (inc. handover to university Named Contact).

### Progress to date

- System developed to automatically generate attendance reports based on potential risk
- Named contact in each campus to monitor attendance, conduct routine wellbeing interventions and be alert to risk – prompting a non-routine intervention where required
- Named contact in each campus to advise on pathways for progression, offer pastoral support and assist with taking the next step
- The Students’ Association has set aside modest funds to help care experienced students celebrate success (e.g. activities, college graduation gown hire, UCAS application fees).
- Named person in every HEI identified to facilitate smooth transition

### Planned further actions to achieve this aim

- Students’ Association to offer social activities to care experienced students, building confidence, developing positive relationships and help the college to improve as a Corporate Parent

### Associated Corporate Parenting Duties

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### Aim ID | Stage ID | STATUS
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2.3 | 2: During study | LIVE

### Owner(s)

WCS Corporate Parenting Support Team

### Estimated completion date | Next Review date
---|---
September 2017 | July 2017

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**LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:**

The change in administration within the SA has slowed the progress of finalising this aim but assured that this group is an absolute priority for the SA.

The college has also made a funding bid to further this aim through the Life Changes Trust.
Aim – 10
Ensure care experienced students are supported in the transition to a positive destination and that they have a clear overview of the pathways and options available.

How will this aim be achieved?
Care experienced students will be offered at least one routine support meeting in each block of study. Attendance, progress, support services, pathways and options will be standing items.

Transitional support will be available to all care experienced students. Awareness of the support will be through the named person for that student within the Corporate Parenting Support Team. S/he will co-ordinate a dialogue as appropriate between the student, staff and others.

We will ensure all care experienced students have access to pre-exit transitional support and put in place measures to track destinations.

In the event of a care experienced young person withdrawing or being withdrawn, from a course, the named person for that student within the Corporate Parenting Support Team will make arrangements to try and ensure the student remains in a positive destination. We will endeavour to put in place data sharing agreements/partnership agreements/service level agreements as deemed appropriate to work in the best interests of our care experienced students.

Progress to date
- Care Experienced Support Team will endeavour to keep all care experienced students in a positive destination. We appreciate that the initial destination may not always be right for an individual at that particular time. In such cases we will work to ensure the student’s next destination is positive.
- Pre-exit transitional support meeting(s) arranged by the care experienced student’s named person at their campus of study. This will normally have key inputs from the students CQL and/or guidance tutor, as well as inputs from the proposed destination where appropriate.
- Destination tracking carried out by the care experienced student’s named person at their campus of study.

Planned further actions to achieve this aim
- Re-open: Further develop, as appropriate, data sharing agreements/partnership agreements/service level agreements. Mindful of GDRP regulations coming into effect in May 2018.

Associated Corporate Parenting Duties

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| Active | Respected | Responsible | Included |
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Aim ID | Stage ID | STATUS
3.1 | 3: After study | RE-OPEN

Owner(s)
WCS Corporate Parenting Support Team

Estimated completion date | Next Review date
September 2017 | July 2017

Your feedback and review notes ...
... please email feedback to corporate.parent@wcs.ac.uk or use this space then hand the page to the campus reception desk [Reception: forward to Head of Student Services]

LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:
- Adapted SLA from Learner Development to provide a basis for effective data sharing amongst Corporate Parents but still seek permission for each young person with regards to what data is shared and for what purpose.
**Aim – 11**

Provide care experienced students with opportunities to celebrate success and share their experiences with others.

**How will this aim be achieved?**

We will work in partnership with care experienced students, college staff, the Students’ Association, fellow Corporate Parents and other agencies to identify appropriate opportunities.

The Students’ Association has expressed an interest in having a lead role in development mechanisms for care experienced students to share their experiences with the college and with other care experienced young people.

The Students’ Association have also committed to helping to develop aspirations and remove potential financial barriers by offering to cover certain expenses associated with celebrating success.

**Progress to date**

- The Students’ Association have agreed to help care experienced students celebrate success by covering the cost of gown hire for college graduation; cover the cost of UCAS application fees; organising events to encourage, celebrate and promote the achievements of our care experienced students.
- Invited care experienced students to attend events with SQA to celebrate success across Scotland.

**Planned further actions to achieve this aim**

- The Students’ Association will seek to further develop its Forum and Society for care experienced students to ensure their experiences can be more widely shared with the college, other students and care experienced young people (who may not have considered college as a destination) and externally as appropriate.
- Identify appropriate opportunities within the college.

**Associated Corporate Parenting Duties**

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- Active
- Respected
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- Included

**Aim ID | Stage ID | STATUS**

| 3.2 | 3: After study | LIVE |

**Owner(s)**

WCS Corporate Parenting Support Team

**Estimated completion date | Next Review date**

| September 2017 | July 2017 |

**Your feedback and review notes**

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**LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:**

- The change in administration within the SA has slowed the progress of finalising this aim.
Aim – 12
Establish tracking and monitoring mechanisms to ensure each care experienced student is able to progress to a positive destination

How will this aim be achieved?
As part of our transitional support arrangements, the named person within the Corporate Parenting Support Team for each care experienced student will identify, track and monitor the next destination. Interventions will be applied as appropriate to best ensure all care experienced students remain in a positive destination.

Progress to date
- Established the mechanism to track and monitor
- Working with college curriculum and appropriate support services to ensure transition from one college course to another is seamless
- Working with college curriculum staff to ensure alternative options exist in the event of the care experienced student’s preferred route not being an option
- Working with universities to ensure smooth transitional support arrangements
- Working with SDS Careers Advisors to prioritise support for care experienced students who have identified their next destination as seeking employment

Planned further actions to achieve this aim
- Re-open: Establish data sharing agreement(s) to ensure we are able to communicate effectively with other agencies who can provide opportunities to care experienced students. Ensure GDPR compliant.

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Owner(s)
WCS Corporate Parenting Support Team

Estimated completion date | Next Review date
---|---
September 2017 | July 2017

Your feedback and review notes ... please email feedback to corporate.parent@wcs.ac.uk or use this space then hand the page to the campus reception desk [Reception: forward to Head of Student Services] LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:

- Adapted SLA from Learner Development to provide a basis for effective data sharing amongst Corporate Parents but still seek permission for each young person with regards to what data is shared and for what purpose. Need to review in line with GDPR. Re-open.
**Aim – 13**

Improve as a corporate parent by ensuring that the college captures the views of care experienced students at the end of their course and when they have reached their next destination.

**How will this aim be achieved?**

We will ask care experienced students for feedback on their college experience, what worked well, even better if and what they feel the impact of change would be.

**Associated Corporate Parenting Duties**

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**Progress to date**

- ✓ Care Experienced Support Team following up on end of course feedback
- ✓ Students’ Association feeding back the collective views of care experienced students

**Planned further actions to achieve this aim**

- Involve the Student Experience Team in conducting focus group feedback

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**Owner(s)**

WCS Corporate Parenting Support Team

**Estimated completion date**

September 2017

**Next Review date**

July 2017

Your feedback and review notes ...

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**Aim – 14**

Improve as a Corporate Parent by ensuring that information is shared effectively

**How will this aim be achieved?**

- Developed processes for internal data sharing to ensure effective communication
- Establish data sharing agreements with fellow Corporate Parents and relevant partner agencies
- Expand membership of the Corporate Parenting Support Team to ensure representation across the college in each Sector and Service area where their business can impact on care experienced young people

**Progress to date**

- Established mechanisms to better identify who our applicants and students who are care experienced
- Dissemination protocols to be established
- Corporate Parenting Support Team will continuously review the effectiveness of communication and information sharing

**Planned further actions to achieve this aim**

- Improve disclosure mechanisms to move SDS Data Hub 16+ report to a secondary check rather than a primary source
- Expand membership of the Corporate Parenting Support Team
- Ensure that WCS has representation on all relevant external committees and Champions Boards

**Associated Corporate Parenting Duties**

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**Aim ID | Stage ID | STATUS**

| 4.1 | 4: Development | LIVE |

**Owner(s)**

WCS Corporate Parenting Support Team

**Estimated completion date | Next Review date**

| September 2017 | July 2017 |

**Your feedback and review notes**

... please email feedback to corporate.parent@wcs.ac.uk or use this space then hand the page to the campus reception desk [Reception: forward to Head of Student Services]

**LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:**

- Measures implemented but still too early to be certain that status is disclosed more timeously. Our external partners are promoting the benefits of early disclosure and are disclosing to us directly more frequently
- Good work has taken place in involving CQLs, CELs and Guidance Tutors in the planning and support of care experienced individuals. More work required to make this more holistic across the college.
- WCS is a participant on the Renfrewshire Champions Board. We are seeking to replicate this within the recently established Inverclyde Champions Board.
Aim – 15
Include the voice and views of care experienced students in reflective practice, self-evaluation, strategic and operational planning

How will this aim be achieved?

Invite care experienced students to participate in our reflective practice, self-evaluation, strategic and operational planning

Listen will listen to feedback from our care experience students and seek to make changes where possible

Invite the Students’ Association to ensure our care experienced students have a clear and influential voice, and that care experienced students have opportunities to engage in professional dialogue and share their views with staff (including the Principal, SMT and Board members)

Progress to date

- Regional Outcome Agreement – strategic
- Development of Corporate Parenting Plan
- PI analysis tool (categorising care experienced students as protected)
- Sign the Pledge to Listen and Care Leavers Covenant
- Established Students’ Association Care Experienced forum and society to ensure the voice of our care experienced young people is influencing our practice and planning for continuous improvement
- Ensure care experienced students (support, retention, attainment, progression) are an operational planning priority within curriculum and services to widen access

Planned further actions to achieve this aim

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Aim ID | Stage ID | STATUS
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4.2   | 4: Development | Maintenance

Owner(s)

WCS Corporate Parenting Support Team

Estimated completion date | Next Review date
--- | ---
December 2017 | July 2017

Your feedback and review notes ... please email feedback to corporate.parent@wcs.ac.uk or use this space then hand the page to the campus reception desk [Reception: forward to Head of Student Services]

LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:

- Curriculum Heads and CQLs aware of our care experienced young people and work with support staff to best ensure a successful outcome. New reporting capabilities developed within unit-e, star portal and launchpad
Aim – 16

Improve as a corporate parent by ensuring that all staff are able to participate in Corporate Parenting training and awareness raising to be able to respond to the needs of care experienced young people, and by understanding and responding to local, regional and national needs of care experienced young people, and benchmarking progress and performance

How will this aim be achieved?

The college will work in partnership with Who Cares? Scotland to provide relevant and accessible training opportunities to all staff, making staff more aware of the college’s statutory duties, care experienced young people, needs and measures to support.

The college ensure it continues develops its knowledge and understanding of the local, regional and national issues affecting care experienced young people.

The college will take participate in CDP with partners and the College Development Network

The college will develop its support and services to support the needs of care experienced young people as best as it can.

Progress to date

- College representatives have attended a number of events hosted by Who Cares? Scotland
- College representatives have attended a number of events hosted by CDN
- College representatives actively engage in planning activity with local authority for care experienced young people
- College representatives established strong networking links (e.g. Who Cares? Scotland, CELCIS and STAF)
- Who Cares? Scotland Corporate Parenting training event scheduled for March 2017. Key staff from across the college will be invited to attend
- Online Corporate Parenting training to be rolled out across the college in April 2017

Planned further actions to achieve this aim

- Annual CPD events

Associated Corporate Parenting Duties

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4.4    | 4: Development | ● Maintenance

Owner(s)

WCS Corporate Parenting Support Team

Estimated completion date | Next Review date
--------------------------|------------------
September 2017 | July 2017

Your feedback and review notes ... please email feedback to corporate.parent@wcs.ac.uk or use this space then hand the page to the campus reception desk [Reception: forward to Head of Student Services]
Aim – 17
Improve as a Corporate Parent by understanding and responding to local, regional and national needs of care experienced young people

How will this aim be achieved?

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4.5 | 4: Development | ● Maintenance

Owner(s)
WCS Corporate Parenting Support Team

Progress to date

✓ Work in partnership with care experienced young people, corporate parents, agencies and government to understand and respond to need and opportunity
✓ Actively engage in CPD activity to ensure the college is well informed in its understanding of the local, regional and national needs and initiatives to improve the life chances of our care experienced young people
✓ Make appropriate bids (internal and external) to secure resource to best support care experienced young people

Planned further actions to achieve this aim

- Pursue new opportunities through Life Changes Trust, Robertson Trust and others

Estimated completion date | Next Review date
---|---
September 2017 | July 2017

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LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:

- LFC: current phase U/S
- Robertson Trust: active
- LFC: next bid ready (MH)
Aim – 18
Improve as a Corporate Parent by benchmarking progress and performance with other Corporate Parents

How will this aim be achieved?
The college will work with other Corporate Parents to identify and establish best practice, flex resource, minimise duplication.

Progress to date

✓ Understanding of the role and services of the range of corporate parents supporting a care experienced young person
✓ Understanding the needs of the young person as an individual and who is best place to provide support and when (collaborative working)
✓ Actively participation in CPD and events aimed at improving practice and showcasing best practice
✓ Analyse our PI data and seek to continuously improve

Planned further actions to achieve this aim

• Benchmark PI data with other institutions when published

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Owner(s)
WCS Corporate Parenting Support Team

Estimated completion date | Next Review date
September 2017 | July 2017

Your feedback and review notes ... please email feedback to corporate.parent@wcs.ac.uk or use this space then hand the page to the campus reception desk [Reception: forward to Head of Student Services]

LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:
- SFC PI TOOL, Protected characteristic
- Site visits
- CDN/CELCIS/WCS/STAF/WoSCLF
- Education Scotland
## Aim – 19

Ensure the college is guided in the development, maintenance and critical review of its Corporate Parenting Plan

### How will this aim be achieved?

Development, review and evaluation will include representation from:

- care experienced young people,
- staff from across the college
- other corporate parents
- regional partners,
- agencies such as Who Cares? Scotland, CELSIS and STAF.

### Progress to date

- Consulting on the development of our Corporate Parenting Plan and involving care experienced students in how it should be written and their expectations of us as a Corporate Parent

### Planned further actions to achieve this aim

- Move towards 360 evaluation process – engaging the Students’ Association, other corporate parents, other bodies and peer review
- Move closer towards a regional/national approach to Corporate Parenting through greater consistency

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**Owner(s)**

WCS Corporate Parenting Support Team

**Estimated completion date**

April 2018 then annually

**Next Review date**

April 2017

**Your feedback and review notes**

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**LIVE DOCUMENT REVIEW NOTES FOR NEXT UPDATE:**

- Strengths in partnership working allowing a more holistic approach to our evaluative and support processes
- WCS working towards achieving parity in its offer and remains dynamic in its approach to engaging with its partners.
Aim – 20
Develop a regional approach to Corporate Parenting

How will this aim be achieved?
West College Scotland is within a region where multiple local authorities exist. Despite being students at the college, our Care Experienced students are acutely aware that arrangements, opportunities and support vary at times between local authorities. They have asked that the college uses its responsibilities as a Corporate Parent to support the same opportunities for all and to work collaboratively on a regional or national approach.

Progress to date
 ✓ Good information sharing protocol but need to be reviewed against GDPR
 ✓ The college facilitates a multi-authority working group
 ✓ The college shares best practice from one local authority with other local authorities and encourages replication
 ✓ Corporate Parents work much more collaboratively to support the care experienced young person as an individual and, together, can often overcome barriers
 ✓ The college is an active participant in the West of Scotland Care Leavers Forum – one of its many values is to better understand the bigger picture and explore new opportunities within the region

Planned further actions to achieve this aim
- GDPR
- Move closer towards a regional/national approach to Corporate Parenting through greater consistency