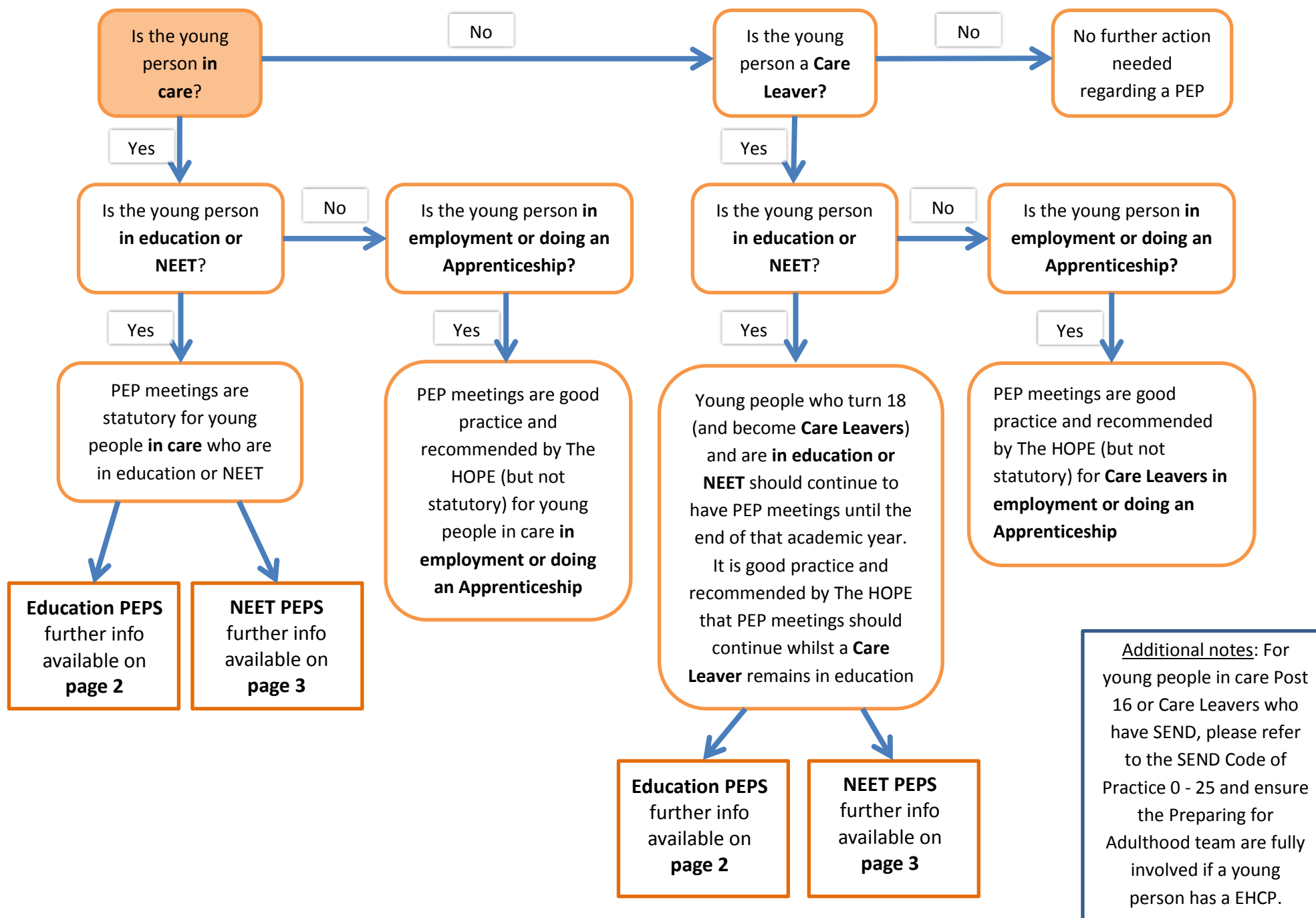


## Bristol Personal Education Planning (PEP) Process for Children in Care and Care Leavers Post 16 (from Yr 12)



## **Children in Care and Care Leavers who are in Education**

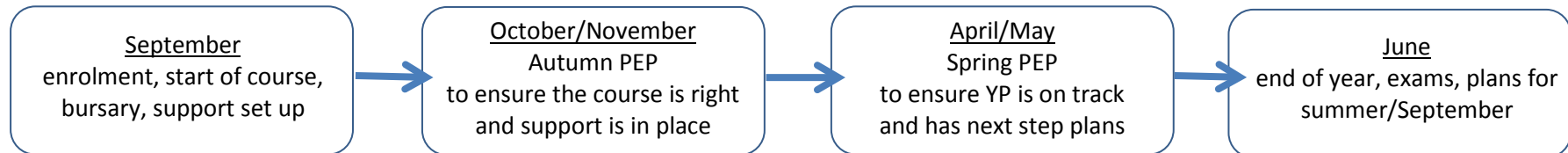
(also good practice and recommended for those in apprenticeships or training)

### **First PEPs (new into care)**

- Social Worker should contact the young person's education provider to arrange their first PEP within 28 days of coming into care
- Timing should be agreed with the education provider to ensure most benefit to the young person

### **Timing of subsequent PEPs**

- Regardless of the timing of a young person's First or previous PEPs, during Post 16, PEPs/Post 16 meetings should always take place at least twice every academic year in the Autumn and Spring and at other times when required.
- Additional PEP or review meetings can take place as needed throughout the year



### **Arranging a PEP meeting**

#### **Role of Social Worker/Personal Advisor:**

- Contact education provider to arrange the PEP meeting
- Invite and ensure young person and carer/key worker can attend
- Invite Post 16 worker from HOPE Virtual School

#### **Role of education provider:**

- Host the PEP meeting
- Lead and record the PEP meeting
- Ensure all relevant people have a copy of the PEP paperwork

If at any point a young person has dropped out / been withdrawn / has stopped attending their education provision; a NEET PEP meeting should take place immediately

**NEET PEPS**  
further info  
available on  
**page 3**

# Bristol Personal Education Planning (PEP) Process for Children in Care and Care Leavers Post 16 (from Yr 12)

## Children in Care and Care Leavers who are NEET

