

Suffolk Virtual School Newsletter

Autumn 2024

Welcome back!

We hope you had a great summer break and feel refreshed for the term ahead.

In this newsletter:

- Updates to the ePEP template for Suffolk pupils
- PEP quality assurance feedback from the summer term
- Professional development sessions for DTs and colleagues 2024-25
- Accessing Suffolk Virtual School's 'Local Offer'
- Key dates for the autumn term

Updates to the ePEP template for Suffolk pupils

To ensure that our PEP document continues to be user-friendly and effective in sharing each child's experience and progress, we have made a few changes to our template. These changes are tweaks only, rather than an overhaul.

Please refer to the summary of changes document also attached to the email. We will also be running a couple of online sessions to go through the template during the first few weeks of term; please see the section on our professional development sessions for further details about when these will be taking place.

If you cannot attend one of these sessions but would like to go through the template with us, please contact your Suffolk Virtual School Lead or suffolkvirtualschool@suffolk.gov.uk

Summer term ePEP quality assurance feedback

A very big thank you for submitting ePEPs for our children last term. The excellent work and carefully thought-out support that is evident in each plan is reflected in some key measures:

- 99% of the ePEPs were compliant – i.e. submitted and quality assured
- 84% were rated Green or Gold (effective or highly effective)

We quality assure every ePEP that is submitted and enjoy reading about our children's experiences and progress. We are always impressed by how well you know each child, the support in place for them and the quality of their voice captured in the document.

Just a couple of reminders:

- Targets should be set at the beginning of the term to be achieved by the end of the term in which the ePEP is being written (i.e. targets in the autumn ePEP should be targets for the pupil to work on this term, with the ePEP providing a narrative of how the pupil is doing this term to make progress against them)

- Please record all decisions and actions agreed in formal/informal meetings (including PEP meetings and EHCP Annual Reviews)/phone calls/emails – however seemingly minor or obvious – that have shaped the pupil's plan in the Pupil Voice and Planning tab. It would be unusual to read an ePEP with no record of these as they are a key feature of any plan

Professional Development opportunities for DTs and colleagues

We are pleased to be offering again a range of professional development opportunities for DTs and colleagues.

Please sign up using the online booking form on our webpages. Please do let us know if you have any particular areas or topics that you would like us to cover in a future session.

Name of session	Details	Date	Time
Updates to the Welfare Call ePEP for Suffolk pupils	This session will go through the updates that have been made to our Welfare Call ePEP template to support its completion.	Monday 16 September Tuesday 17 September	3.45 – 4.30pm 10 – 10.45am & 3.45 – 4.30pm
New Designated Teacher training	For new DTs or those who would like a refresher, this session will go through key things you need to know about the role of the DT, children in care and how best to support them. It will also cover your remit around previously looked after children and children with a social worker	Tuesday 24 September	1.30 – 3.30pm
Raising attainment via the effective use of pupil premium funding	Using the data from this year's attainment across all key stages, we will be exploring how pupil premium funding can be used to support the academic outcomes of children in care	Tuesday 1 October	10 – 10.45am & 3.45 – 4.30pm
Using the SDQ score to promote the outcomes of CiC	This session will illustrate the importance of using the SDQ assessment and each pupil's score to plan and implement the right provision and support for children in care	Tuesday 15 October	10 – 10.45am & 3.45 – 4.30pm
Supporting Year 11 to plan their Post 16 pathway	The purpose of this session is to provide some support with planning for Post 16 for each child in care. It will cover the Virtual College's offer for 16-18 year olds to support and promote engagement, and also how schools can help to prepare each young	Tuesday 5 November	10 – 10.45am & 3.45 – 4.30pm

	person for the next stage of their education, employment or training.		
ePEP check-in	The purpose of this session is to provide some support with the completion of the ePEP. A best practice approach to how a pupil's plan can be recorded and evidenced in the document will be the focus.	Tuesday 19 November	10 – 10.45am & 3.45 – 4.30pm

Accessing Suffolk Virtual School's 'Local Offer'

We encourage schools to access the full range of services available from the Local Authority such as the Specialist Education Services (or the equivalent for our colleagues in schools in different Local Authorities). The resources and services below are funded by us using Pupil Premium and are available to all settings with Suffolk children in care on roll, regardless of location.

- Psychology and Therapeutic Services Analysis of Additional Needs toolkit (AANT) <https://www.suffolk.gov.uk/children-families-and-learning/pts/aant>
- Psychology and Therapeutic Services Inclusion Facilitation team interventions <https://www.suffolk.gov.uk/children-families-and-learning/pts/if>
- DESTY Emotional Resilience programme – <https://www.educationdesty.com/>
- Anspear online modules for DTs and other school staff. Please see attached flier.

To refer to any of the above services please contact your Virtual School Lead or suffolkvirtualschool@suffolk.gov.uk

Key dates for the autumn term

1. October census - Thursday 3 October 2024; return date – Wednesday 30 October 2024

Please remember to include children who are previously looked after (PLAC).

See extract below from <https://www.gov.uk/guidance/complete-the-school-census/find-a-school-census-code>

Code	Description
N	Not declared
A	Not looked after – adoption from England or Wales
G	Not looked after - special guardianship order (SGO) from England and Wales
R	Not looked after - residence order (RO) from England and Wales. Residence orders were replaced by child arrangements orders in April 2014.
C	Not looked after - child arrangements order (CAO) from England and Wales
O	Not looked after – adopted from state care outside of England and Wales

2. Suffolk High Needs Funding Submission
 - ✓ Spreadsheet submission by 23 October
 - ✓ Evidence forms by 8 November

<https://suffolklearning.com/inclusion/high-needs-funding/>

3. Autumn term ePEP submission date for Suffolk pupils – Friday 6 December 2024