

# CSW - Transitions

## Our role

CSW deliver, on behalf of the Local Authorities of Cornwall, Devon, Plymouth, and Torbay, a statutory targeted transition support service for young people including:

- Support for young people with Education, Health, and Care Plans (EHCP)
- Information, advice and guidance (IAG), signposting and referrals for young people who are NEET; and
- An Identification, tracking and monitoring service to identify and support young people who are NEET (not in employment, education or training) and to enable the Local Authorities to report NEET, Not Known, and participation data to the Department for Education.

**The support CSW provides as part of this contract complements, does not replace, the support the school already provides through their careers education programme including Personal Guidance.**

## Year 9

CSW will:

- Make an introductory phone call to all parent / carers of students with an EHC plan to introduce CSW Group, the post-16 options, discussing any actions needed, and obtaining post 16 intended destinations. Where necessary/more efficient, deliver workshops to parent/carers and their young people. This can include attending Options evenings as required;
- Start an Options Appraisal Form for any student for whom a post 16 out of area or high-cost placement may be being considered.
- The form will be updated in years 10 and 11 and sent to the Council 0-25 team, parent/carers and young people in year 11

**Note; Attendance at review meetings is by exception only. The Local Authority will notify CSW if they expect attendance at an annual review. This applies to Year 9, 10, 11 and Post 16.**

## Year 10

CSW will:

- Collect intended post-16 destinations by liaising with the school SENDCO, or by making follow-up phone calls to parent / carers of students with an EHC plan where the intended post 16 destination is not known.
- Identify those intending to make a transition at the end of Year 11 to full time education, providing individual support to those students, through 1:1 interviews or group sessions, and contact with parent/carers.
- Start an Options Appraisal Form or update the form if started in Year 9.
- Students who are undecided whether they are staying in the same school post 16 or leaving are not in scope for support and would need to be supported by the school.

## Year 11 and Post 16

CSW will:

- Collect intended post-16 destinations by liaising with the school/college SENDCO and with the students and parent/carers where necessary
- Complete an Options Appraisal Form for each student transitioning to full time education including apprenticeships and supported internships at the end of the current academic year. This includes 1 to 1 support sessions with students and contact with parent/carers where necessary. The form is then shared with the young person, and their parent/carer to support them with their next steps. Schools can request the forms directly from the young person or their parent/carer.
- The Options Appraisal Form will be shared with the 0-25 SEN team and will be used by them to inform the consultation process.
- Support young people with an EHCP in Post 16 education that are at risk of disengaging from their current provision to understand the post 16 options except for Plymouth schools/colleges.