

| Mayor and Cabinet | | | |
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| Title | Information Advice and Guidance in Schools Respons to CYP Select Committee | Item No | 3 |
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| Class | Part 1 | Date | September 2016 |

1. Purpose of paper

- 1.1 As part of its work programme the CYP Select Committee undertook an in-depth review into independent advice and guidance (IAG) in Lewisham secondary schools.
- 1.2 This paper summarises the recommendations from the review and provides an initial response from the Children and Young People Directorate for the Mayor to note.

2. Context and background

- 2.1 The CYP Select Committee consulted with Young Advisors through the Lewisham Young Mayor programme and heard from young people about their concerns on the quality and amount of guidance and support they and their peers had received in relation to careers education at Key Stages 4 and 5 as well as for higher education. These concerns, and a number of recent legislative changes, meant that reviewing careers information, advice and guidance was particularly relevant at this time.
- 2.2 The review investigated the current situation in Lewisham including providing analysis of the statistics around those young people not in education, employment or training (NEET) and destination data of school leavers. It also had a strong emphasis on good practice looking closely at the London Ambitions Framework and also drawing on the evidence in the Gatsby report and from practitioners within Lewisham and other local authorities. There was also a strong focus on those young people who are most vulnerable such as looked after children and care leavers.
- 2.3 The review focussed its recommendations on areas where the local authority retains the statutory responsibility and where the local authority can provide support and guidance to support improvements in schools and educational setting across Lewisham. Every young person in Lewisham should receive one to one guidance and have as much exposure to the world of work as possible and that there should be as comprehensive as possible support to all vulnerable young people.

3. Recommendation

- 3.1 The Mayor is recommended to note and endorse the report for submission to the Select Committee.

4. Recommendations and responses

4.1 Recommendation 1

That LB Lewisham supports schools and careers advisors across the borough to identify and use up to date labour market information to ensure they are providing the best Careers Information, Advice and Guidance (CIAG) to young people and that there is an emphasis on one to one sessions wherever possible.

4.1.1 Response 1

The Lewisham IAG, Employability and Skills Framework is a centrally coordinated and brokered information, advice and guidance programme, including the coordination of post-16 pathways, including traineeship and apprenticeship awareness to all Lewisham secondary schools. This Framework is delivered by the Lewisham Education Business Partnership which is part of the Access, Inclusion and Participation Service in the CYP Directorate.

4.1.2 The aim of the framework is to:

- provide links labour market intelligence from sources such as Jobcentre Plus, London Councils or the Greater London Authority;
- improve borough wide awareness of post-16 employment pathways including traineeships and apprenticeships;
- provide access to traineeship and apprenticeship ambassadors for Lewisham schools; and
- offer post-16 events, assemblies, one-to-one advice and guidance, parents evenings and employer talks.

4.1.3 The programme engages fully trained careers guidance practitioners to deliver the Lewisham provision, working towards the guidelines and specification set at all times. The programme offers:

- One-to-one interviews and small group advice and guidance sessions;
- attendance at option evenings and parents evenings;
- action plans and on-going programme of support targeted at young people identified at risk of NEET, or not making a post-16 transition;
- support with post-16 applications;
- in-school support on GCSE/results days;
- support schools in their broader careers education activities;
- facilitate school and borough wide careers events, industry days, progression; apprenticeships or HE events;
- employer talks, careers fairs, motivational speakers, college and university visits, coaches and mentors; and
- a centrally organised borough wide Post-16 Opportunities event. With all local schools and colleges available to promote their post-16 provision at a neutral venue.

4.1.4 Currently five Lewisham education institutions buy this traded service and they are Bonus Pastor Catholic College, Conisborough School, Sydenham School, Trinity School and Sedgehill School. Abbey Manor College and the Lewisham Young Women's Project also buy the service.

4.2 Recommendation 2

That LB Lewisham ensure that governor training highlights the recommendation from the Gatsby Report for each school to have one governor with oversight of CIAG and that this is included in the annual governor training programme.

4.2.1 **Response 2**

This is already included in the annual governor training programme.

4.3 **Recommendation 3**

That LB Lewisham ensure Looked After Children not educated in Lewisham get as good CIAG offer as those that are, including 100 hours of experience of the world of work. Further, that there is an increased focus on partnership working with other local authorities and providers to enable this outcome.

4.3.1 **Response 3**

Every child in care to Lewisham regardless of their place of residence is managed by a key professional in the Lewisham Virtual School who is responsible for all of their education outcomes. The service does not differentiate between expected learner outcomes on the basis of their place of residence.

Whilst there maybe logistical difficulties in relation to geography or placement type the Lewisham Virtual School Post-16 Coordinator would expect the target of 100 hours to apply to all of our young people using local partnerships where appropriate.

4.4 **Recommendation 4**

That the focus on tracking, supporting and monitoring NEETS (young people not in education, employment, or training) is maintained and that tracking and monitoring of 'unknowns' is improved. LB Lewisham should continue to look at good practice to ensure the numbers and percentage of both NEETS and unknowns are reduced.

4.4.1 **Response 4**

The Raising the Participation Age (RPA) means that all young people are under a duty to participate in education or training until the end of the academic year in which they turn 18 years old.

4.4.2 Local authorities have responsibilities to support young people into education or training, which are set out in the following duties to:

- Make available to young people below the age of 19 support that will encourage, enable or assist them to participate in education or training¹.
- to promote the effective participation of young people in education, employment or training²; and
- to make arrangements to establish the identities of those not participating and who are failing to fulfil the duty to participate in education or training³.

4.4.3 The local authority will continue to track the participation of young people in education and training, and ensure that young people who are not in education, employment or training (NEET) are supported to participate.

4.4.4 However, on 8th July 2016, the Department for Education (DfE) announced it would reduce the requirement on local authorities to track, record and report education training and employment activities of young people.

¹ Section 68 Education and Skills Act 2008

² Section 10 ESA 2008

³ Section 12 ESA 2008

At present, local authorities are required to track young people up to their 20th birthday. So that those who are NEET – or at risk of not participating – can be identified and supported. The change ends tracking earlier: at the end of the academic year in which the young person has their 18th birthday. This brings tracking and reporting more in line with the duty to participate under the Raising of the Participation Age. There is no change to track young people with special education needs or disabilities (SEND) up to their 25th birthday.

4.4.5 To encourage the Raising of the Participation Age the Lewisham NEET Tracking Team and the Baseline key work (one-to-one youth work) service have supported Lewisham young people who are at risk of not being in Education, Employment or Training (NEET) or NEET.

However the keywork element of the Youth Service which was delivered through Baseline is no longer being provided in the same form. The team has been divided up between Lewisham Children’s Social Care and the new **Participation Team** (previously the NEET Tracking Team).

The Participation Team takes referrals relating to young people aged 16-19 (up to 25 for those who have learning difficulties and disabilities) who are:

- At risk of Not being in Education, Employment or Training (NEET); or
- NEET

The Team focuses in particular on teenage mothers, young carers, young offenders, young people with substance misuse, young people with learning difficulties and/or disabilities and care leavers.

4.4.6 **NEETS (Year 12-14):** (15Billion, London Councils and DfE published data: NCCIS Management Information requirement⁴)

| | Cohort size | Lewisham NEET adjusted | London average | England average |
|------------------------|--------------------|-------------------------------|-----------------------|------------------------|
| End August 2013 | 9007 | 4.2% (355 YP) | 4.8% | 6.6% |
| End August 2014 | 9,514 | 4.7% (417 YP) | 5.7% | 7.2% |
| End August 2015 | 9,007 | 4.6% (387 YP) | 5.3% | 6.4% |
| End Aug 2016 | 8,888 | 4.3 (355 YP) | Not available | Not available |

⁴ The Department publishes a range of information on young people NEET: Information on the number and proportion of young people NEET in each local area drawn from the client databases maintained by local authorities. An annual estimate, based on average figures for November to January each year, is available. The statistical first release: Participation in education, training and employment by 16- to 18-year-olds in England is published each June. This is a publication of the official statistics, which draws together information from a range of sources to estimate the number and proportion of young people in England who are NEET.

4.4.7 NEET Breakdown by years, August 2016:

| Year 12 | Year 13 | Year 14 |
|---------|------------|-------------|
| 2% (57) | 4.2% (117) | 26.6% (181) |

4.4.8 Unknowns: At the end of August 2015: 835 YP and 9.3%.

| | 16-19 Unknowns | Year 12 Unknowns | Year 13 Unknowns | Year 14 Unknowns | Statistical Neighbours (16-18) | London Average (16-18) | England Average (16-18) |
|----------|----------------|------------------|------------------|------------------|--------------------------------|------------------------|-------------------------|
| Aug 2014 | 8.8% (838) | 0.7% (62) | 1.2% (91) | 6.9% (685) | 15.3% | 11.8% | 19.3% |
| Aug 2015 | 9.3% (835) | 0.4% (36) | 1.3% (120) | 7% (689) | 53.1% | 34.2% | 24.2% |
| Aug 2016 | 9.1% (808) | 2.1% (61) | 6.4% (188) | 8.2% (559) | Not available | Not available | Not available |

4.4.9 In England local authorities are currently tracking the activity of approximately 600,000 18 year olds in order to identify 35,000 who are NEET. Local authorities are only able to identify 35,000 of the 81,000 who we know from official statistics to be NEET despite the considerable resources currently dedicated to this work.

Furthermore, contact will have been made with 18 year olds in England who are NEET because they will receive support from Jobcentre Plus or other specialists.

4.4.10 Currently, through a collaborative approach, there is the infrastructure in place to deliver the RPA statutory duties, including targeted support with:

- support from Lewisham schools and post-16 providers;
- effective engagement with the DWP / JCP reengagement keywork programme;
- 14-19 team resource to track and monitor NEET young people and their outcomes and destinations;
- Youth Support Service keyworker support;
- the Lewisham NEET Traineeship; and
- a range of private and voluntary sector organisation programmes.

4.5 Recommendation 5

The Committee notes that apprenticeships and traineeships are not uniform in quality and recommends that support should be put in place to help young people assess the quality and relevance of potential apprenticeships and traineeships. For example the use of the National Apprenticeship Framework 'kite mark' system. Advisors should be receiving training and guidance as to how to support young people to gauge the relevance and quality of potential offers.

4.5.1 Response 5

The National Apprenticeship Service (NAS) focuses on increasing the number of apprentices and trainees in England. NAS works with employers to help them introduce apprentices and trainees into their businesses, helps those looking to start their careers find an apprenticeship or traineeship opportunity and contribute towards the costs of the training and qualifications. NAS engages with a wide range of partners to help design and ensure the standards for the frameworks for apprentices and trainees, and implement all Government policies aimed at improving the quality and quantity of apprenticeships and traineeships. All apprenticeships and traineeships advertised through the NAS website meet the national quality standard.

4.5.2 The Lewisham IAG, Employability and Skills Framework provides traineeship and apprenticeship awareness to all Lewisham secondary schools. This would include the importance of quality apprenticeships and traineeships and how to apply for roles on the NAS website. The information available to young people focusses on how to apply for a quality apprenticeship or traineeship. Schools are encouraged to direct young people to the NAS website. The framework also offers:

- Awareness of post-16 employment pathways including traineeships and apprenticeships; and
- provide access to traineeship and apprenticeship ambassadors for Lewisham schools.

4.5.3 Each year at the annual Lewisham IAG Conference there is a universal session for all Lewisham Careers Coordinators and Advisors providing an update on 'Apprenticeships and Traineeships'. This session is often delivered by NAS or a GOV.UK representative, members of the Lewisham Apprenticeship Programme and the Lewisham EBP Manager. On average 70 delegates from Lewisham schools attend the conference.

4.5.4 The Lewisham Apprenticeship programme encourages Lewisham young people to apply for quality roles through the local authority scheme and supports the interview and application process. The local authority continue to provide support to the Apprentices during their programme this includes developing skills in time management, financial awareness, resilience etc. Every apprentice has access to a mentor in addition to their college tutors and line managers. The council facilitates a monthly Apprenticeship Forum to allow apprentices to meet and discuss matters of interest, as well as find out what is happening across the programme. It is expected that most quality apprenticeship programmes would offer some of this support.

4.6 **Recommendation 6**

That traineeships, apprenticeships and alternative education routes be understood and promoted as equally valid progression routes as Higher Education and degrees.

4.6.1 **Response 6**

The Education Act 2011⁵ requires governing bodies to ensure that all registered learners at the school are provided with independent careers guidance from year 8 (12-13 year olds) to year 13 (17-18 year olds). The governing body must ensure that the independent careers guidance provided:

- Is presented in an impartial manner.
- Includes information on the range of education or training options, including Apprenticeships and other vocational pathways.
- Is guidance that the person giving it considers will promote the best interests of the learners to whom it is given.

4.6.2 The Lewisham IAG, Employability and Skills Framework provides awareness of post-16 employment pathways including traineeships and apprenticeships as an alternative to higher education progression routes. This includes access to traineeship and apprenticeship ambassadors for Lewisham schools.

4.7 Recommendation 7

⁵ http://www.legislation.gov.uk/ukpga/2011/21/pdfs/ukpga_20110021_en.pdf

That the LB Lewisham Participation Team continue to support schools to improve their careers offer and emulate good practice both through the peer review on careers provision and through the careers guidance network and forum and the positive relationships these have fostered.

4.7.1 Response 7

The Careers Guidance Peer Reviews 2014 / 2016 supported senior leaders in Lewisham secondary schools (including special schools and PRUs) to meet their statutory responsibilities and to further develop the of quality advice and guidance so that it would be truly independent, impartial and inspirational.

4.7.2 The individual Peer Reviews were carried out by local authority officers and practitioners from schools. This consisted of a checklist of the key elements of the statutory guidance. Providers were asked to provide notes on how they are meeting that guidance.

4.7.3 Each school was provided with a report of the visit which included agreed strengths and aspects of careers guidance that were particularly noteworthy, together with areas for improvement and actions to be taken.

4.7.4 As this is not part of a statutory duty for the local authority, to enable the Participation Team to continue the Peer Review framework in 2016/17, as part of the Lewisham IAG, Employability and Skills Framework, it will be offered to Lewisham schools as a traded service.

4.8 Recommendation 8

That the planning policy on targets for numbers of apprenticeships as part of large developments should be monitored and the impact measured to ensure developers are meeting their obligations.

4.8.1 Local labour obligations are included in Section 106 agreements on all large developments. The obligations generally, are reasonable endeavours to achieving eve 50% local labour and local businesses. Apprenticeship can be a part of this activity; however, the local authority do not set specific targets.

All projects are required to submit monthly monitoring reports which measures employment, skills and business social value outcomes. The reports are reviewed by the Local Labour and Business Team.

4.9 Recommendation 9

Taking into account concerns raised by the Young Advisors, the Committee recommends that advisors, schools and other education settings should ensure they take into consideration young peoples' mental health and wellbeing when providing careers advice.

4.9.1 Response 9

Lewisham local authority is looking at the elements of HeadStart approach that can be taken forward on the following:

How do I help myself? – developing our online support and offer.

Who is noticing me? – developing the workforce through MH FA training, and working with the Academic Resilience Approach.
Who is holding my hand? – identifying and navigating the pathway into help and support for most vulnerable children.

Specifically for those offering careers advice – the [Academic Resilience Tools](#) on the young minds website are a really useful resource. As is the [MindEd FREE elearning](#) modules for anyone working with young people.

Specifically a recommendation for action would be that those offering careers advice to young people are expected to attend the accredited Mental Health First Aid Training for young People (part of the Public Health Training programme).

4.10 **Recommendation 10**

That LB Lewisham should put an increased focus on supporting young carers to access high quality careers information, advice and guidance. Statistically this group of young people are very much more likely to be not in education, employment or training or be “unknown”.

4.10.1 **Response 10**

In Lewisham, the local authority continues to support vulnerable young people which includes Looked after Children, Care Leavers, Teenage Pregnant, Teenage Parent, Refugee / Asylum seekers, Youth Offenders, LLDD, Substance Misuse and Young Carers.

4.11 **Recommendation 11**

Support should be put in place to ensure young people are apprenticeship/work or college ready. This should include skills such as time management, financial awareness, resilience, emotional support and understanding their rights and requirements. Further, a children’s rights officer should be appointed to work across the borough and support young people.

4.11.1 **Response 11**

The Lewisham Apprenticeship programme has been running since April 2009 and aims to create real and valuable training opportunities for 16 to 24 year olds that will enable them to build a career. So far the programme has placed 400 16 – 24 year olds into opportunities across the borough and been very successful; 75% of apprentices have entered jobs so far.

4.11.2 The local authority continue to provide support to the apprentices during their programme this includes developing skills in time management, financial awareness, resilience etc. Every apprentice has access to a mentor in addition to their college tutors and line managers. The council facilitates a monthly Apprenticeship forum to allow apprentices to meet and discuss matters of interest, as well as find out what is happening across the programme. It is expected that most quality apprenticeship programmes would offer some of this support.

4.11.3 The appointment of Children’s Rights Officer does not sit with current statutory duties in relation to the Raising of the Participation Age or Careers Education and would require an additional resource to be identified.

5. Further implications

At this stage there are no specific financial, legal, environmental or equalities implications to consider. However, this report will go to CYP Select Committee in October 2016 and at that point there maybe implications to consider, which will then be returned to Mayor and Cabinet.

For further information please contact Ruth Griffiths, Service Manager, Access, Inclusion and Participation on 020 8314 3499