

Personal Education Plan

My name:

My date of birth:

My age:

My school:

This is my:

(please tick)

Pre-school PEP 1

Year R PEP 1

Pre-school PEP 2

Year R PEP 2

Pre-school PEP 3

Other (e.g. changes placement, moved school outside normal transition times or newly arrived in UK)

Please specify:

Date of this PEP meeting

Date of next PEP meeting *(To be decided during this PEP meeting)*

To be completed with my
social worker

Information about me

1.1**Name:****Also known as:****Date of birth:****Date entered care:****Current legal status**
(e.g. full care order, June 2010)**Name of Independent Reviewing Officer (IRO):****Date of next LAC review****Name of person(s) with parental
responsibility:****Name and contact
details of allocated
social worker:****Name address and
contact details of
carer:****First language:****Ethnicity:****Does this young person have any cultural requirements?** Yes No**If yes, please give details:**

Health

1.2 Name and contact details
of LAC nurse:

Name and contact details
of GP:

Health needs (include any allergies,
medication, diagnoses):

Any other health agencies involved
(e.g. CAMHS, SALT, OT, dentist):

Permissions and Contacts

1.3 Include the name of anyone for whom
contact is prohibited and what position
school should take if contacted by this person:

Who school should ring in an
emergency:

Who school will send important
letters and reports to:

Who will attend parent/carer
evenings:

Who will attend class assemblies
and other school events:

1.4 Who will say I can go on school trips?

Local:

Visits by train/coach:

Overnight:

Out of the county/country:

2.1

Pages 4, 5 and 6 are to be completed with my Designated Teacher or another member of school staff

My friends are:

In pre-school I like:

I'm happy when:

I'm good at:

Things I want you to know about me

At home I enjoy:

I am trying to get better at:

2.2 Education

Unique Pupil Number (UPN):

Personal, social and emotional development

Comment:

Birth-five progress level: (lower foundation)

Profile point score: (reception)

DA

SD

ED

Communication, language and literacy

Comment:

Birth-five progress level: (lower foundation)

Profile point score: (reception)

LCT

LSL

R

W

Problem solving, reasoning and numeracy

Comment:

Birth-five progress level: (lower foundation)

Profile point score: (reception)

NLC

C

SSM

Knowledge and understanding of the world

Comment:

Birth-five progress level: (lower foundation)

Profile point score: (reception)

KUW

Physical development**Comment:****Birth-five progress level:** (lower foundation)**Profile point score:** (reception)**PD****Creative development****Comment:****Birth-five progress level:** (lower foundation)**Profile point score:** (reception)**CD****2.3 Current Special Educational Need (SEN) information** School Action (SA)

Date of next IEP review

 School Action Plus (SA+)

Date of next SEN review

 Statement of SEN No SEN

Detail any SEN information here (e.g. level and type of support, number of hours, name of support assistant):

Date of next SEN review:

Are these documents attached to the PEP? I.E.P. Pastoral Support Plan Statement of SEN**2.4** Current attendance (%) Unauthorised absence (%) Authorised absence (%)

Summarise any exclusions since last PEP review

School Report

2.5

Please attach or summarise the most recent school report here:

Reviewing previous PEP targets

2.6

My previous PEP targets

How did I do?
Excellent/
good/
not so good

What/who helped? If my Personal
Education Allowance was used to
help, what difference did it make?

Will this
continue to
be one of
my targets?

My previous PEP targets	How did I do? Excellent/ good/ not so good	What/who helped? If my Personal Education Allowance was used to help, what difference did it make?	Will this continue to be one of my targets?

Personal Education Plan Meeting

3.1

People present at this meeting

Role

Is the child present at this meeting?

Yes

No

If no, who will feed back to the child?

Review and update Part 1 (Information About Me) of this PEP

(Tick once completed)

Ensure all relevant documents (e.g. I.E.P., SEN Statement etc.) are attached to Part 2 (Education) of this PEP

(Tick once completed)

Points to Discuss

3.2 My Care Plan (including up to date information on contact arrangements, legal status, placement stability etc.):

Actions required (e.g. class teacher to know contact arrangements, who is collecting me from school etc.)

3.3 My Health Plan (physical and mental health and wellbeing that may impact on learning, including any assessments, diagnoses, therapies or referrals):

Actions required (e.g. ensure glasses are worn during lessons):

3.4

Discuss Part 2 – Things I want you to Know About me.

Discuss the child's achievements and whether or not s/he is gifted or talented in any area.

Discuss the child's current and potential interest in out of school activities and leisure opportunities.

Does the child have access to a computer and internet at home?

Actions required (e.g. any extra curricular activities to begin, any extra support required, learning mentor support needed, any computer software required, does the child need a MAX card, leisure card or library membership?):

3.5

Discuss Part 2 – Education: Discuss the child's education - is s/he on target? Is the child receiving extra support e.g. TA, English/maths intervention, REACH?

Actions required (e.g. any extra support/intervention needed?):

3.6 Discuss Part 2 – Education: Share and discuss any SEN/AEN update (if appropriate). Include information about any outside agency or partnership referrals; statutory assessment requests; annual reviews etc. Share and discuss any EAL needs (if appropriate).

Actions required (e.g. refer child to outside agency, request statutory assessments):

3.7 Discuss Part 2 – Education: Discuss attendance at school and whether there is a risk of exclusion. Include information about any support which is in place?

Actions required (e.g. Refer to EWO, REACH):

PEP Targets

3.8

Discuss Part 2 - Education: Reviewing previous PEP targets. Have the targets been achieved? Do any targets need to continue?

SMART* Target	What will the young person do?	Who will help and how?	How will we know when the target has been achieved?	Will PEA**/Pupil Premium money be used to support this target? If so, how?

*SMART = Specific, Measureable, Achievable, Realistic, Time Limited **PEA = Personal Education Allowance

PEP Agreements and Actions

3.9**Person** *(name)***What we have agreed to do****Me (child)****My designated teacher****My social worker****My carer****My parent(s)****My REACH member of staff**

Designated Teacher/REACH member of staff to send/give copy of PEP to:

REACH (Christine Dubber) *cdubber@wakefield.gov.uk*

Foster Carer

Social Worker

School file

Date sent

Social Worker to send/give copy of PEP to:

Independent Reviewing Officer (IRO)

Any other people (e.g. parents)

Date sent

Date, time and venue for next PEP meeting

(transfer this date to the front page of document)