



Virtual School News

News and key info
for Designated Teachers

MKCC Virtual School

We hope you all had a restful October half-term and are returning today excited to take on the joys and challenges of November and December. We continue to see the numbers of our Children in Care rise and want to thank you for the continued support for these children specifically – we know that education is discussed in the Initial Child Care Reviews but if you need any support in the interim, please don't hesitate to get in touch.

Autumn Term PEPs

- Autumn Term PEP deadline is **Friday 13th December 2024** – Please ensure Part 2 – School/Provider Information' sections for Core PEPs on the Milton Keynes Professionals Portal have been completed and submitted ahead of the deadline. This will allow Virtual School Officers to complete the PEP process and ensure funding requests can be processed. Any queries please reach out to your Virtual School Officer or Jenny Cooledge – Deputy Virtual School Head.
- Please continue to apply for Pupil Premium through the PEP process ensuring that requests are costed and link to targets. If unsure, please contact your Virtual Officer to discuss further.
- Please note that we work to the fiscal year for Pupil Premium and therefore we will be coming to end of the funding period for the Spring term. Due to finance deadlines, we encourage you to make requests in the Summer and Autumn PEPs where possible but are happy to discuss requests to meet individual child needs.

Spotlight on PEPs

As you know, the Virtual School leadership team review all Core PEPs for quality assurance purposes and as we outlined in the last newsletter, we will highlight key trends that have been noted during this process.

- In this edition, we would like to draw your attention to the curriculum and progress information which you as Designated Teachers provide in Part 2 of the PEP. As part of our quality assurance process, we have noted that whilst most PEPs provide a comprehensive overview of our child's full curriculum including information regarding progress for every subject that they study, this is not consistent. Please ensure that Part 2 is representative of our child's full educational experience, not just their presentation in English, Maths and Science.
- Just a reminder that Part 2 of the PEP should be completed ahead of the PEP meeting to allow the information provided to be discussed by attendees.

- We have amended the Quality Assurance format from this academic year – please look at the rating and feedback on the PEPs as they are returned to you.

Part 5 - QA and PPG approval

Quality Assurance

Part 1 - Has child's view been represented? Yes No N/A

Part 1 - Has carer/parent/placement views been represented as appropriate? Yes No N/A

Part 2 - Has school/setting/provision completed all relevant sections? Yes No N/A

Has part 2 been completed with sufficient detail? Yes No N/A

Have targets been reviewed and new targets set? Yes No N/A

Are targets SMART? Yes No N/A

Has Part 3 been completed fully? Yes No N/A

Has next PEP date been recorded? Yes No N/A

Has transition / forward planning been considered? Yes No N/A

Has Section 6 been completed for the young person? Yes No N/A

Notes

RAG rating Red Amber Green

Actions

Governor Training

The Virtual School deliver an annual training session for school governors who have responsibility for looked after children and previously looked after children, usually during the spring term. This is delivered via the MKCC Governor Traded Service and the specific date for the session will be advertised shortly. In the interim, this resource from the charity Become is a really useful guide for governors that you may wish to share - [Children in Care Guide for School Governors](#).

New to Role of Designated Teacher Training

We delivered our 'New to Role of Designated Teacher' training session in September and were able to share lots of information about MK Virtual School context and processes with colleagues. If you feel you would benefit from further support in your role as a Designated Teacher or were unable to attend, please do not hesitate to get in contact to discuss what we can do to support you - Katy.Enser@Milton-Keynes.gov.uk. Additionally, our updated Designated Teacher Handbook was circulated by email in September but is also available on our webpages for reference - [Designated teachers for looked after and previously looked after children | Milton Keynes City Council](#).

New Virtual School Team Member – Previously Looked After Children

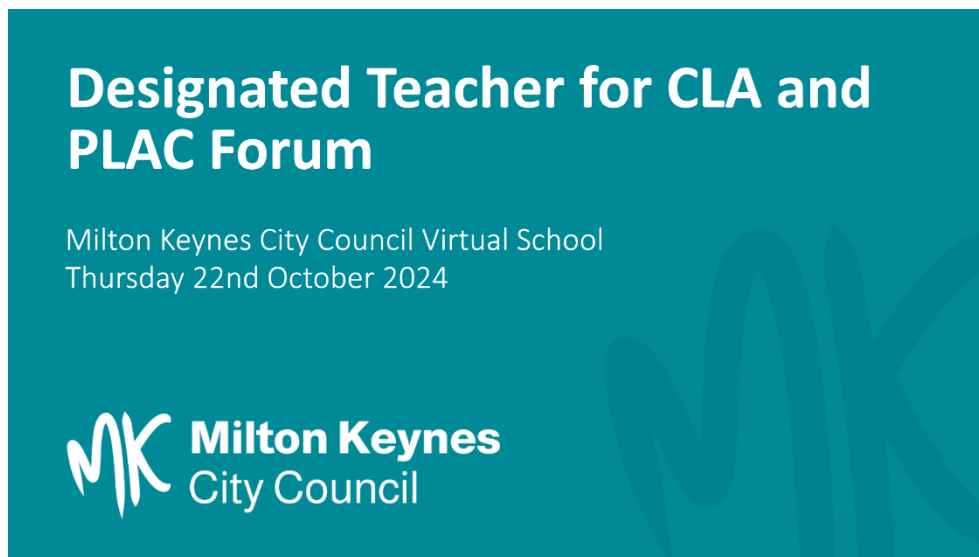
The Virtual School has recently welcomed Hayley Waters to the team to lead the work supporting children who have been previously looked after, including those with Special Guardianship Orders and who are in Kinship Care arrangements. Hayley will be available to respond to parental requests for advice and information as well as requests from schools and education settings directly. Advice and guidance might be on topics including supporting with behavioural presentation, addressing barriers to attendance and best use of Pupil Premium. Further information can be found on the Virtual School webpages - [Children who were previously looked after and children who are in kinship care arrangements | Milton Keynes City Council](#) or you can contact Hayley directly: Hayley.Waters@Milton-Keynes.gov.uk.

Training Opportunities

A reminder that there is a variety of training opportunities available free of charge to settings supporting children looked after by Milton Keynes City Council. Our full training offer can be found on our website: [Training and support | Milton Keynes City Council \(milton-keynes.gov.uk\)](https://www.milton-keynes.gov.uk/training-and-support). There is a wide variety of different options including e-learning and whole school face to face training.

Please do not hesitate to contact Katy Enser – Katy.Enser@Milton-Keynes.gov.uk or Jenny Cooledge – Jenny.Cooledge@milton-keynes.gov.uk – for further information if this would be of interest to you.

DT Forum



We held our first DT forum in the first half term. Thank you to all those who attended. Our focus for this first session was to look at Working Together to Improve School attendance and implications for DTs and the Quality Assurance of PEPs.

We are mixing things up a little this academic year in terms of days and times and whether the meetings are online or in person, we hope to see as many of you as possible going forward.

Please save the dates for our future events:

Thursday 12 December 2024 – In person breakfast meeting, 8am – Venue to be confirmed

Tuesday 11th February 2025 – Virtual 3.45pm – Teams

Thursday 3rd April 2025 – in person, 8am – Langland Community School

Thursday 3rd July 2025 – longer in person forum 8.30am – 11.30am – Denbigh School