

## ELP progression and pathways to employment committee

<b>Chair/Vice-chair</b>	Rachel Kruger, Gillian Carver
<b>LA Lead Officer</b>	Principal Quality and Partnership Lead 11-19 (Angela Doherty)
<b>Members</b>	<ul style="list-style-type: none"> <li>• Director Learning, Standards, School Partnerships (Julie Lewis)</li> <li>• High School Headteacher (Rachel Kruger)</li> <li>• High School Governor (Michael Elliot)</li> <li>• Special School Head teacher (Gillian Carver/Matthew Sartin)</li> <li>• Interim Deputy Principal, West London College (tbc)</li> <li>• Head of Behaviour Strategy and Inclusion (Bridie McDonagh)</li> <li>• Principal Quality and Partnership Lead 11-19 (Angela Doherty)</li> <li>• Senior Associate 14-19 &amp; SEND (Deborah Dent)</li> <li>• Head of Employment and Skills team (regeneration) Simon Brook/ Vanita Nicholls</li> <li>• Head of Connexions (John Redmond)</li> <li>• Head of Integrated Youth Service (Ian Jenkins)</li> <li>• Vulnerable groups and School Partnerships Lead (Sarah Thompson)</li> <li>• Primary school headteacher – to be added</li> </ul>
<b>Frequency</b>	3 meetings per year
<b>Reporting to</b>	ELP Board
<b>Purpose</b>	<ul style="list-style-type: none"> <li>• To set out a vision for a borough offer that meets the needs of young people and allows all of them to achieve and progress successfully to employment or community involvement and a good quality adult life</li> <li>• Seek continual improvement in the offer to increase opportunities and choice, especially for learners working below level 2 and those at risk of under-achieving, exclusion or at risk of becoming NEET</li> <li>• Work with partners, including employers, to promote career pathways and associated advice and guidance in the borough and more widely including in primary schools</li> <li>• Seek bidding and funding opportunities to support innovation in provision and partnership working</li> <li>• Ensure the range of pathways meets the needs of all local learners aged 14-19, and by age 25 for eligible learners with Education, Health and Care plans</li> </ul>

	<ul style="list-style-type: none"> <li>• Promote partnership working between the wide range of local partners who provide for Ealing 14-19 learners (14-25 for eligible learner with EHCP plans)</li> </ul>
<p><b>Functions</b></p>	<ul style="list-style-type: none"> <li>• Commission, analyse and share up-to-date information about the participation, achievement and progression of learners in the borough, including: <ul style="list-style-type: none"> <li>○ Learners designated with SEN Support needs</li> <li>○ Learners who have an EHC Plan</li> <li>○ Looked After children and Care Leavers</li> <li>○ Lower achieving groups of young people – BC; White British disadvantaged</li> <li>○ Pupils excluded from school or at risk of exclusion</li> <li>○ Learners in Alternative provision, and those in need of alternative provision</li> <li>○ Other learners at risk of becoming NEET</li> </ul> </li> <li>• Oversee the annual Progression and Pathways Conference and its role in challenging and supporting providers</li> <li>• Have oversight of national, regional and local policy developments, including qualification and curriculum change and innovation, and its impact on the local offer</li> <li>• Have oversight of the London, West London and local skills strategies, and ensure this links effectively into the Ealing curriculum particularly 14-19</li> <li>• Ensure the effective provision of impartial Careers Guidance, at least in line with current DfE guidance, <b>in every provider</b></li> <li>• Promote the importance of working with employers to build student aspiration including in primary schools</li> <li>• Influence curriculum choice in individual providers to ensure there is a comprehensive curriculum offer across the borough and West London</li> <li>• Ensure all students and parents and carers receive comprehensive information about the borough offer</li> </ul>
<p><b>Roles of members</b></p>	<p><b>Chair and Vice Chair</b></p> <ul style="list-style-type: none"> <li>• Encourage the representation and active participation of local providers in partnership activity; schools, colleges, training providers and employers</li> <li>• Secure the effective roles and inputs of members so that all priorities are addressed</li> <li>• Reports to ELPB and SEND Board</li> </ul> <p><b>Quality &amp; Partnership Lead and Senior Associate</b></p> <ul style="list-style-type: none"> <li>• Analysis of the 14-19 offer and identification of gaps and overlaps</li> <li>• provision of data to identify gaps and overlaps in the local offer and performance of vulnerable groups</li> <li>• Harness opportunities for collaboration in planning and delivery of 14-19 programmes, especially to support pathways at L2 and below</li> </ul>

	<ul style="list-style-type: none"> <li>• Ensure that specialist pathways are monitored for young people with Special Educational Needs and Disabilities</li> <li>• Encourage and facilitate the voice of young people in the development of the 14-19 offer</li> <li>• Update partners on national policy and curriculum changes</li> <li>• Propose a programme of CPD to support co-working of 14-19 professionals across sectors and transition s(Schools, College, FE and Training providers)</li> <li>• Develop and deliver an annual half-day conference event to showcase local developments and changes in provision</li> <li>• Effective communications with partners</li> </ul> <p><b>Members</b></p> <ul style="list-style-type: none"> <li>• Ensuring the right strategic priorities are in place of the group</li> <li>• Communicating back to relevant groups to promote engagement with the work of the committee</li> </ul>
<b>Conduct</b>	<ul style="list-style-type: none"> <li>• Confidentiality will be maintained by all members regarding the information about any individual providers discussed at the meeting.</li> <li>• A data sharing protocol to be established</li> <li>• A register of conflicts (outlined in a conflict of interest protocol) will be held for all members of the group and members are required to update when they change. When conflicted, members will be excluded for the relevant part of the meeting and their absence noted in the record of the meeting</li> <li>• The quorum shall be 50% of the members of the ELP Progression and Pathways to Employment</li> </ul>
<b>Communication /transparency</b>	<p>The following information will be published on the ELP website –</p> <ul style="list-style-type: none"> <li>• Annual self-evaluation report of progress and impact in addressing priorities</li> <li>• Record of meeting (except confidential items) and conference</li> <li>• The outcomes of decisions on funding</li> <li>• A membership list</li> </ul>
<b>Links to other groups</b>	Spans of influence document maps out linked committees.
<b>Supporting documentation</b>	<p>Documents to be shared</p> <ul style="list-style-type: none"> <li>• A record of the previous meeting</li> <li>• Data packs and flagged strengths and risks</li> <li>• Information regarding funding</li> </ul>

### Meetings schedule 2018 – 2019

Date	Time/ venue	Key activity and reports
20 Nov 18	2-4pm EEC	Review and refine priorities
19 March 19	2-4pm EEC	Review & actions
9 July 19	2-4pm EEC	Review & actions & tor