

Sheffield Virtual School for Children Looked After



Virtual School Training Offer
2018/19

Virtual School Training Offer

This training offer will cover support for professionals involved with children that are looked after and those previously looked after to Sheffield Local Authority. Training will be advertised on the Virtual School website, the termly newsletter, emails out to schools / settings and social care.

PowerPoint presentations from the training will be available on the Virtual School website to support designated teachers to provide training in their schools to promote children looked after and their needs. Evaluation sheets will be available to download to gain feedback about future training needs.

Booking

To book onto any of the sessions included in this booklet, please complete the booking form (Page 20) and return to virtualschool@sheffield.gov.uk or ring 0114 2735584.

Cancellations and non-attendance

We appreciate that you may not be able to attend a session due to unforeseen circumstances. In this case, please inform the Virtual School as soon as possible or check whether another member of staff is able to attend in your place. **No charges will incur if you are not able to attend.**

Bespoke Training

All sessions available from the Virtual School can be offered on a bespoke basis. If you would like tailored training to meet the needs of your setting, school or establishment, please contact us to discuss this further.

For more information on bespoke sessions for **Early Years** and **Primary**, please contact the Lead Advocate, Nikki Pullinger on nikki.pullinger@sheffield.gov.uk.

For more information on bespoke sessions for **Secondary** and **Post 16**, please contact the Lead Advocate, Helen Smith on helen.smith@sheffield.gov.uk.

Virtual School Training Offer

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Roles and Responsibilities

The role of the Designated Teacher

Target Group: Designated Teachers

Date: 11/10/18

Time: 1.30-3.30pm

Venue: Conference Room 2, Moorfoot building, Sheffield, S1 4PL

Date: 28/03/19

Time: 1.30-3.30pm

Venue: Sheffield Town Hall, Pinstone Street, Sheffield, S1 2HH

Expected impact of training:

This training session will enable Designated Teachers to deliver training to their school / setting and be an effective advocate for Children Looked After.

Main content of training:

- Based on new DfE statutory guidance
- Role of the governing body in relation to CLA
- Training opportunities for the DT
- Support for the DT to raise awareness and deliver staff training in their school
- Links with outside agencies i.e. SENCOs, health and mental support
- Responsibility for and funding of previously looked after children
- Flexibility of policies in relation to CLA
- Closing the attainment gap
- Developing, monitoring and reviewing the Personal Education Plan (PEP)
- How PEPs integrate into the child's wider care plan
- Pupil Premium Plus
- Key statutory timescales
- Clarity of use of B codes / part-time timetable and alternative provision

Roles and Responsibilities

The role of the Social Worker in education

Target Group: Social Workers

Date: Bespoke

Time: Bespoke

Venue: Social Worker team locations

Expected impact of training:

This training session will ensure that Social Workers are confident to run PEP meetings and provide appropriate challenge to schools.

Main content of training:

- How to run a PEP meeting
- Key questions or challenges to make to schools
- Areas to support with education issues
- Key processes including applying for change of school / initiating MyPlans or EHCP
- Key transition points (e.g. Early years (FEL), primary to secondary, post-16)
- Information required by school from social care

Please contact the Virtual School (virtualschool@sheffield.gov.uk or call 0114 2735584) to arrange a bespoke training session with your allocated Virtual School Advocate.

Virtual School Advocate Links:

| | |
|------------------------------------|-----------------|
| Disabilities team | Helen Smith |
| Stadia | Nikki Pullinger |
| Permanence and Through Care | Emma Blythe |
| Sharrow | Tom Gamble |
| Sorby House | Denise Bracken |

Roles and Responsibilities

Newly Qualified Social Workers: An introduction to the Virtual School

Target Group: Newly Qualified Social Workers

Date: 10/10/2018

Time: (Virtual School time slot): 11.15am – 12.00pm

Venue: Conference Room 2, Moorfoot building, Sheffield, S1 4PL

Expected impact of training:

This training session will ensure that Social Workers are confident to run PEP meetings and provide appropriate challenge to schools.

Main content of training:

- How to run a PEP meeting
- Key questions or challenges to make to schools
- Areas to support with education issues
- Key processes including applying for change of school / initiating MyPlans or EHCP
- Key transition points (e.g. Early years (FEL), primary to secondary, post-16)
- Information required by school from social care

Roles and Responsibilities

The role of the Foster Carer in education

Target Group: Foster Carers

Date: 02/10/18

Time: 10.00am-12.00pm

Venue: Conference Rooms 4/5, Moorfoot building, Sheffield, S1 4PL

Date: 23/04/19

Time: 10.00am-12.00pm

Venue: Conference Rooms 4/5, Moorfoot building, Sheffield, S1 4PL

Expected impact of training:

This training session will ensure that Foster Carers enhance the learning in the home setting.

Main content of training:

- Creating an environment for learning at home
- Key questions or challenges to make to schools
- Effective use of pupil premium funding
- Strategies to support attachment difficulties linked with school

Roles and Responsibilities

The role of the residential home in education

Target Group: Residential Home staff

Date: 12/09/18

Time: 9:30am – 1:00pm

Venue: Conference Rooms 4/5, Moorfoot building, Sheffield, S1 4PL

Date: 14/05/19

Time: 9:30am – 1:00pm

Venue: Conference Rooms 4/5, Moorfoot building, Sheffield, S1 4PL

Expected impact of training:

This training will help residential staff support the educational needs of students in their care.

Main content of training:

Advice and support to carers about education issues including:

- Personal Education Plans
- The role of the Virtual School
- Homework support, individual tuition, extra lessons and support for exams
- Access to a range of courses and benefits for young people
- Information regarding accessing school based Pupil Premium Grants and further education (FE) bursaries
- Assistance with planning Higher Education (HE) routes and funding
- Activities and resources to develop personal skills and encourage literacy among the children and young people we look after
- Employment and training support
- Work experience placements for those who have left school or are in Years 10 and 11
- Help with exclusions

Supporting CLA in the classroom

Primary (Attendance and Exclusions)

Target Group: New Designated Teachers, existing Designated Teachers, Social Workers

Date: 01/05/19

Time: 3:30-5:00pm

Venue: Conference Rooms 4/5, Moorfoot building, Sheffield, S1 4PL

Expected impact of training:

This training session will help schools to understand the impact of low attendance and exclusions on educational progress and placement and have strategies to support improve this.

Main content of training:

- Key strategies to support school and home in addressing attendance and exclusion issues
- Sharing of good practice

Supporting CLA in the classroom

Primary (Behaviour and Learning)

Target Group: New Designated Teachers, existing Designated Teachers, Social Workers

Date: 04/06/19

Time: 3:30-5:00pm

Venue: Conference Rooms 4/5, Moorfoot building, Sheffield, S1 4PL

Expected impact of training:

This training session will help staff to be able to effectively support CLA in the setting and understand what impact Attachment and other SEMH can have on learning. The session will look at the knowledge of strategies to work to overcome this.

Main content of training:

- Understanding of attachment and trauma and the effects on learning
- Practical strategies to use in the classroom and beyond to support CLA
- Ideas of useful resources
- Reading resources
- Working with local authorities / Special Educational Needs Service / other agencies

Supporting CLA in the classroom

Secondary

Target Group: New Designated Teachers, existing Designated Teachers, Social Workers

Date: 27/03/19

Time: 1:30-3:30pm

Venue: Sheffield Town Hall, Pinstone Street, Sheffield, S1 2HH

Expected impact of training:

This training session will help staff support the educational needs of CLA in their setting and the statutory responsibilities of schools and providers.

Main content of training:

- Demographics of Children Looked After (CLA)
- Characteristics of the cohort
- What is the Virtual School?
- Personal Education Plans (PEPs)
- Welfare Call
- Your role in supporting the education of CLA
- Ideas of useful resources

PEP training

New users

Target Group: New Designated Teachers, Social Workers

Date: 02/10/18

Time: 4:00-5:30pm

Venue: Digital Suite, Moorfoot building, Sheffield, S1 4PL

Date: 20/03/19

Time: 4:00-5:30pm

Venue: Digital Suite, Moorfoot building, Sheffield, S1 4PL

Expected impact of training:

The user will be confident to access Welfare Call and understand how to update the system.

Main content of training:

- Accessing the EPEP through Welfare Call
- Log on details / resetting password
- Navigating the system
- Overview of the system's features
- Where to access support

PEP training

Existing users

Target Group: New Designated Teachers, Existing Designated Teachers

Date: 13/11/18

Time: 4:00-5:00pm

Venue: Digital Suite, Moorfoot building, Sheffield, S1 4PL

Date: 17/14/19

Time: 4:00-5:00pm

Venue: Digital Suite, Moorfoot building, Sheffield, S1 4PL

Expected impact of training:

The user will be confident to access Welfare Call and understand how to update the system.

Main content of training:

- How to complete an outstanding PEP
- Best practice use of pupil voice
- SMART target setting
- Effective use of Pupil Premium
- The use of strategies to reduce barriers to learning

Early Years Providers

Supporting Early Years Providers

Target Group: Staff in Early Years settings

All early years practitioners are invited to the Designated Teachers' network meetings and training.

Please let us know if you want to attend any of the PEP training and we will ensure someone is on hand to go through the EY PEP.

Post 16 providers

Supporting Post 16 settings

Target Group: Staff in Post 16 settings

Expected impact of training:

This training will help staff support the educational needs of post 16 students who are young people in care or who have had care experience.

Main content of training:

- Demographics of Children Looked After (CLA)
- Characteristics of the cohort
- What is the Virtual School?
- Personal Education Plans (PEPs)
- Welfare Call
- Your role in supporting the education of CLA

Virtual School network meetings

Target Group: Staff in Early Years, Primary, Secondary and Post 16

Date: 03/10/18

Time: 4:00-5:30pm

Venue: Sheffield Town Hall, Pinstone Street, Sheffield, S1 2HH

Date: 27/03/19

Time: 4:00-5:30pm

Venue: Sheffield Town Hall, Pinstone Street, Sheffield, S1 2HH

Date: 12/06/18

Time: 4:00-5:30pm

Venue: Sheffield Town Hall, Pinstone Street, Sheffield, S1 2HH

Expected impact of meeting:

To be up to date with policy changes including new Government guidance.

Main content of meeting:

- Updates from the Virtual School
- Networking opportunities
- Useful Resources
- Key priorities for the Virtual School
- Sharing Good Practice

Virtual School training booking form

| | |
|--|--|
| Name of attendee(s): | |
| Role: | |
| Name of setting (if applicable): | |
| | |
| Training session title: | |
| Date: | |
| | |
| *Your e-mail address: | |
| Your phone number: | |
| Additional needs or requirements: | |

Please complete the above information and send to virtualschool@sheffield.gov.uk or call 0114 2506853 for additional information.

*A booking confirmation will be sent to this email address.

