

SUPPORT for Children in Care and Care Leavers

How the Colleges, Universities and Virtual Schools in Kent and Medway support Children in Care and Care Leavers

IDEA

UNIVERSITY
COLLEGE

SIXTH FORM
EMPLOYMENT

VOLUNTEERING

WORK BASED
TRAINING

APPRENTICESHIP

SUPPORTING TRANSITION

Understanding the world of Post 16 can be a daunting task for any young person, but for Children in Care and Care Leavers, this can be even more challenging.

"I don't know what I would have done without this support."



The Virtual Schools of Kent and Medway work closely with the local colleges and universities to help make this transition as smooth as possible for you.

Most of the colleges and universities in Kent and Medway are part of the Care Leaver Progression Partnership, and through this they work together to support care experienced young people post-16. One of the ways they do this is through an Employability Charter, which commits to providing a range of support to help best prepare you for employment.

There are many options open to a young person as they enter years 12 and 13; College, Sixth Form, Apprenticeships, Employment, Volunteering and Work Based Training Providers – it is important that you spend some time researching these options to see which one may be best suited to meet your needs. Go and visit the different options, it will help you to see if you like the environment and if the support you need is available. Ask your Virtual School teams to help you, or speak to your Social Worker, Foster Carer or Personal Adviser for guidance.

You may find the following websites helpful:

<http://www.apprenticekent.com/>

<https://www.readytoworkkent.co.uk/> (must open in google chrome to work fully)

<http://www.themytrust.org/>

<http://www.virtualschool.lea.kent.sch.uk/>

<http://www.medway.gov.uk/schoolsandeducation/supportedlearning/looked-afterchildren.aspx>

Who can help you from Canterbury College?

We want all students to enjoy, achieve and stay safe during their time with us. We understand that young people who are in care or leaving care may face additional challenges. If this applies to you, the College has various forms of support available.

Canterbury College has three Designated Members of Staff (DMS) for Children in Care and Care Leavers.

Kay O'Connell 01227 811111 ext 2060
K.O'Connell@canterburycollege.ac.uk

Rebecca Jones 01227 811111 ext 1449
rebeccajones@canterburycollege.ac.uk

Joanne Cattermole 01795 582057
J.Cattermole@canterburycollege.ac.uk SWALE CAMPUS

The DMS can act as a point of contact for Children in Care and Young Care Leavers, attend PEP meetings and offer advice and guidance.

Who will help me when I am a student?

The Student Information Centre offers many different services; including disability support, course advice & guidance, personal advice & counselling, careers advice, UCAS support and safeguarding. We can also help with employability advice and support, CVs and job opportunities, applications and interview techniques.

The Student Information Centre is on the right when you come in the main college entrance.

01227 811188 iag@canterburycollege.ac.uk

The Additional Learning Support Team provide specialist help and support for students with learning difficulties, disabilities and health problems. The support ALS offers includes one-to-one tutorials, in-class support, exam concessions, transition programmes, specialist tutors and adapted material or specialist equipment.

01227 811342 als@canterburycollege.ac.uk

Applications and Interviews

Visit our website and apply online or pick up an application form from the main reception and post it to our Admissions Team. If you want advice and further information on courses before applying you can speak to our Course Advisers in the Student Information Centre. Many of our courses fill up quickly so we recommend that you apply as early as possible.

Once we have received your application form you will be invited to an interview, which is usually held between December and July. This gives you the opportunity to find out everything you need to know about the course and to help you make sure that you have chosen the right course and level for you.

Enrolment

At the end of August you will be invited in to enrol. You will need to bring your exam results and a form of ID with you. If, for any reason, you didn't receive the results you had expected, then please don't worry as we'll discuss an alternative route or course for you.

Induction

During the first 6 weeks of the first term, you may feel that the programme isn't quite right for you, or that the environment is not best suited to meet your needs. If this is the case, you can speak to your tutor, course advisors or the DMS as soon as possible to discuss this and consider other options.

16-19 Guaranteed Bursary

Students aged 16-19 who are in care or who have left care are eligible for the 16-19 Guaranteed Bursary of up to £1200. This can help with the costs of coming to college; such as travel, food and equipment. Application forms are available from the Student Information Centre, on the college website or by request from the Funding Team via phone or email.

01227 811197 fundingteam@canterburycollege.ac.uk

PEPs

PEP meetings will be held at Canterbury College and a DMS will attend. The information recorded from the PEP will be uploaded to your ePEP where there is a section for you to complete. You will have at least 2 PEP meetings each year at college.

English and Maths

You will be placed on a Study Programme designed just for you. As well as your main qualification, you will also study maths and English, unless you have already achieved the minimum required grades in GCSE maths and English.

Progress

Your progress will be recorded at your PEP meeting and your feelings and wishes will be listened to. At the PEP meetings we will also discuss your next steps and any courses that you are interested in progressing on to. You will be invited to an Open Day to speak to course tutors and a careers advisor if necessary.

Health & Wellbeing

To support your health and wellbeing, we have a Counselling service, a 'Wellbeing Centre' and designated tutors who support students with their mental health. During enrichment weeks you can choose from a wide range of activities on offer.



Who can help you from East Kent College?

The College has a Designated Contact specifically for Looked After Children and Care Leavers and they can be accessed prior to joining the College, throughout, and after your studies. For more information contact:

Broadstairs Campus - Natasha Hart: 01843 605040

Dover Campus - Sharon Ing: 01304 244309

Folkestone Campus - 01303 858387 (ask for care leaver contact)

Who will help me when I am a student?

Tutorial System - We have a tutorial system so that every student receives the individual support and guidance they need to recognise and achieve their full potential.

Progression Mentors - A team of Progression Mentors support full-time learners in their personal development, enabling them to become independent learners who enjoy their time at college and reach their full potential. A student can be referred to the mentors, or can self-refer if they would like to talk to someone. We encourage all learners to approach our staff with any concerns. We would also encourage parents, carers, guardians and other key professionals to contact a Progression Mentor if they have any concerns.

Progress Reviews and Parent/Carer/Guardian Evenings - Parents, carers and guardians will receive progress reviews and the opportunity to attend at least two Parent/Carer/Guardian Evenings a year. Each student will have a minimum of three formal review sessions every academic year. These consider attendance, attitude to work, participation in class and work record, amongst other things. Written progress reviews will be issued to the student and their parents/carers/guardians.

Applications and Interviews

Online: Visit our website, take a look at our courses and make your application online.

By post: Contact us for a paper application form or download one from our website.

Visit us: Drop in to our campus and our Support Services team can help you make your application as well as answer any questions you have.

Once you've applied you will receive details about accessing My Portal. This puts you in control of your application and helps you stay in touch with us until you enrol in September. You will need to book your interview via the portal.

Enrolment

Over the summer you will receive details about your enrolment date. This will likely be in the last two weeks of August or first week

of September. Keep an eye on your My Portal account for details of what you need to bring. If you can't make the date, please contact *Support Services* at your chosen campus as soon as possible .

Induction

During the first 6 weeks of the first term, if you feel that the programme isn't quite right for you, or the environment isn't best suited to your needs, speak to your tutor, careers advisor or the DMS as soon as possible to discuss this and consider other options.

Care Leaver Bursary (Vulnerable Learner Bursary)

We offer some financial support to Children in Care and Care Leavers—you can apply for funding from the Vulnerable Young Persons Bursary (VYP Bursary). This is up to £1200 for the year paid monthly over 10 months, students are expected to achieve 80% attendance in order to receive the payment. If your attendance drops below 80%, we will invite you for a meeting to address this. You can also apply for help with course related costs such as uniform or PPE. You can apply for the VYP Bursary on our Financial Support Application Form.

PEPs

PEP meetings will usually be held at East Kent College. The information recorded from the PEP will be uploaded to your ePEP where there is a section for you to complete. You will have at least 2 PEP meetings during the year at college, the first in November and the second around April.

English and Maths

If you did not achieve the minimum required grades in English and/or maths you will resit these alongside your chosen Study Programme. During your induction you will be allocated to a GCSE or functional skills class appropriate for your level.

Progress

Both your tutor and Progression Mentor will monitor your progress at college and you will get the chance to discuss your next steps with the colleges Careers Adviser.

Health & Wellbeing

College life offers a lot of fantastic opportunities and there is always something to do. Each campus has a student social space, designed by students for students (with the help of professional designers!) It is a lecturer-free zone where you can enjoy time outside of lessons, and find out about extra-curricular activities such as trips out and sports.

We believe that EVERYONE who works or studies here at East Kent College will share our core values. We have a responsibility to protect the rights of all, whatever their background, appearance, lifestyle, culture, status or belief. Throughout the year the Student Enrichment team put on activities, clubs, and invites external agencies in to talk to you about a variety of issues that may be relevant to you.

Who can help you from Hadlow College?

Hadlow College has a Designated Member of Staff for Children in Care and Care Leavers.

James Cluskey is the link - you can contact James by email: james.cluskey@hadlow.ac.uk

Who will help me when I am a student?

We know that some care leavers may face difficulties in coming to college and succeeding to the best of their ability. You may face financial worries or problems at home. You may need support building confidence or, from time to time, may need emotional support.

Some of the types of support on offer include:

- Meetings with the dedicated member of staff to listen to you and your personal situation.
- Help in applying for available financial support.
- Advice with filling out forms.
- Help with study skills.
- Help in paying your travel expenses if you need to attend open days etc.
- Work with your local authority Key Worker, with your agreement, to provide the best possible service to you.
- Information on events and workshops and any new initiatives that may be of interest to you.

Applications and Interviews

Once we have received your application form, we check we have all the information we need. Remember you will need to include the names of two references, one of whom should be from your last education provider. You will be invited for an interview with the course tutor. After your interview you may be offered an unconditional or conditional place based on your GCSE results. Don't worry if you don't get the results you hoped for, we may offer you a place or look at a place on an alternative course.

Enrolment

Over the summer you will be sent joining instructions and details of what will happen at the start of term. Enrolment normally takes place at the beginning of September. If you are receiving exam results in August and if they do not turn out as you had hoped, then do not panic. If they are close to the original requirements then the offer may stand. If not, our Admissions Office will do their best to place you on a different level course in the same subject area.

Induction

During the first 6 weeks of the first term, you may feel that the programme isn't quite right for you, or the environment may not be best suited to meet your needs. If this is the case, you can speak to your tutor, careers advisor or the DMS as soon as possible to discuss this and consider other options.

Care Leaver Bursary

We offer some financial support to Children in Care and Care Leavers, you can apply for funding from the Vulnerable Young Persons Bursary (VYP Bursary). This is up to £1200 for the year paid monthly over 10 months, students are expected to achieve 93% attendance in order to receive your payment. If your attendance drops below 93%, I will invite you for a meeting to address this to avoid your payments being stopped. You can also apply for help with course related costs such as uniform or PPE. You can apply for the VYP Bursary on our Financial Support Application Form.

PEPs

PEP meetings will usually be held at Hadlow College. The information recorded from the PEP will be uploaded to your ePEP where there is a section for you to complete. You will have at least 2 PEP meetings during the year at college the first in November and the second around April time.

English and Maths

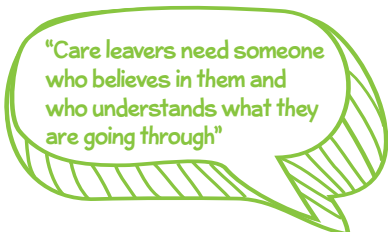
We are committed to helping all students achieve a Level 2 qualification in these important areas and you will be required to sit a functional skills or GCSE examination in English and Maths, if you have not achieved the minimum required grades in these subjects previously.

Progress

Check out the course level progression chart in the prospectus. We have courses from Foundation and level 1, up to Degree or even a Masters. Your course tutors will monitor your progress on the course.

Health & Wellbeing

Going to college can be daunting. We offer a wide range of support and guidance, go to our prospectus for more information on how you can feel supported.



"Care leavers need someone who believes in them and who understands what they are going through"

Who can help you from Mid Kent College?

Paula Currie is the Safeguarding, Student Welfare and Counselling Manager and Designated Member of Staff for Children in Care and Care Leavers, whose role is to assess and monitor the support for Children in Care, Young Care Leavers and vulnerable young people. Paula can be contacted by email: paula.currie@midkent.ac.uk

Students can also access: Personal Development Tutoring; Student Welfare Officer support; Additional Learning support; MidKent College Youth Worker and specialist career advice.

Who will help me when I am a student?

Teaching Staff: Our team of Personal Development Tutors (PDT) work on a 1:1 basis and with student groups to provide guidance and support. The PDT will act as advocate for the student, liaise with course tutors and make connections with carers. Carers can gain access to the Personal Learning Plan (PLP) and track the student.

Pastoral: The Student Welfare Officer role looks at all aspects of Health and Wellbeing within the college and provides a central point of contact on a wide range of issues.

ALS: The Additional Learning Support service will assess needs with a Learning Disability Assessment (LDA) or Education Health Care Plan (EHCP) and puts in place appropriate support including transition arrangements.

Careers guidance: The Information Zone is the first point of contact for young people who are considering coming to college. We offer impartial careers guidance interviews, supporting young people to make decisions about the right course or training opportunity for them.

Applications and Interviews

Places on some courses are limited so you are advised to submit your application early. You can however apply for a place any time up to the start of your chosen course (usually September start). Admissions staff will process your application. You will usually have an interview with the tutor for your chosen course and asked to bring examples of your work. Depending on the course you are applying for, you may also be asked to take a test as part of the interview process. If you do well in your interview you will usually be offered a place on one of our courses. This offer may be unconditional or it may be conditional.

Enrolment

Once your place has been reserved, we will send details of where and when you should enrol which is usually late August. If you receive exam results in August that do not turn out as you had hoped, if they are close to the original requirements then the offer may still stand. If not, our Admissions Office will do their best to place you on a different level course in the same subject area.

Induction

In early September, you will follow a two week induction programme. You will find out about college facilities, meet staff and students and be given details of your programme. During the first 6 weeks of the first term, you may feel that the programme isn't quite right for you, or the environment may not be best suited to meet your needs. If this is the case, you can speak to your PDT, course tutor or careers advisor to discuss this and consider other options.

Care Leaver Bursary (Vulnerable Learner Bursary)

Children in Care and Care Leavers can apply for funding from the Guaranteed Bursary Fund which is £1200 for the year. This can be used to purchase essential kit, equipment, uniform, trips, books and food, and to help with travel costs on public transport. It can also be used to pay for meals whilst at college and a daily allowance will be agreed with you. To access the bursary you will need to present official proof of your status. You may wish to be accompanied by a key worker or foster parent to support you during the discussion. After putting aside a contingency, the remaining funds may be paid to you in the form of a termly allowance in arrears directly into a bank account. The College reserves the right to withdraw or reduce the award should your attendance level drop below 90%.

PEPs

PEP meetings will usually be held at MidKent College. The information recorded from the PEP will be uploaded to your ePEP where there is a section for you to complete. You will have at least 2 PEP meetings during the year at college, the first in November and the second around April.

English and Maths

We are committed to helping all students achieve a Level 2 qualification in English and maths and you will be required to sit a Functional Skills or GCSE examination in English and Maths if you have not achieved the minimum grades. If you have achieved these grades, you will still be required to undertake a project to improve these skills.

Progress

Academic programmes are generally a mix of marked coursework and examination whereas vocational subjects involve the assessment of work standards to meet nationally agreed competency levels. All students will be given grades in October and February. The grading system sets the attainment grade and the target grade. These two targets will be set for all full-time students and be reviewed three times a year during tutorials. Student progress will be posted in their Personal Learning Plan in the last week of November and in the last week of March.

Health & Wellbeing

MidKent College understands that sometimes students can experience difficulties and that having someone independent to talk to can help, therefore we can offer you access to the Student Health Service and also to the Counselling Service based at both campuses.

Who can help you from North Kent College?

North Kent College has two Designated Members of Staff for Children in Care and Care Leavers to act as your first point of contact, and to support you during your course for both our Dartford and Gravesend campuses:

Fiona Hassan—fionahassan@northkent.ac.uk

Dawn Nicholas - dawnnicholas@northkent.ac.uk

Who will help me when I am a student?

We know that some care leavers may face difficulties in coming to college and succeeding to the best of their ability. You may face financial worries or problems at home. You may need support building confidence or, from time to time, may need emotional support.

Some of the types of support on offer include:

- Meetings with the dedicated member of staff to listen to you and your personal situation.
- Help in applying for available financial support. Advice with filling out forms.
- Refer to curriculum area for support with study skills.
- Work with your local authority Key Worker, with your agreement, to provide the best possible service to you.
- Information about events and workshops and any new initiatives that may be of interest to you.

Applications and Interviews

Once we have received your application form, we check we have all the information we need. Remember you will need to include the names of two references, one of whom should be from your last education provider. You will be invited for an interview with the course tutor. After your interview you may be offered an unconditional or conditional place based on your GCSE results. Don't worry if you don't get the results you hoped for, we may offer you a place or look at a place on an alternative course.

Enrolment

Over the summer you will be sent joining instructions and details of what will happen at the start of term. Enrolment normally takes place at the end of August. If you are receiving exam results in August and if they do not turn out as you had hoped, then do not panic. If they are close to the original requirements then the offer may stand. If not, our Teaching Staff will do their best to place you on a different level course in the same subject area.

Induction

During the first 6 weeks of the first term, you may feel that the programme isn't quite right for you, or the environment may not be best suited to meet your needs. If this is the case, you can speak to your tutor, careers advisor or the DMS as soon as possible to discuss this and consider other options.

Care Leaver Bursary

We offer some financial support to Children in Care and Care Leavers, you can apply for funding from the Vulnerable Persons Bursary (VP Bursary). This is up to £1200 for the year. Students are expected to achieve 85% attendance in order to receive your payment. If your attendance drops below 85% I will invite you for a meeting to address this to avoid your payments being stopped. You can also apply for help with course related costs such as uniform, kit and equipment, books and course related trips. You can apply for the VP Bursary on our Financial Support Application Form.

PEPs

PEP meetings will usually be held at the College, whichever campus you are studying at. The information recorded from the PEP will be uploaded to your ePEP where there is a section for you to complete. You will have at least 2 PEP meetings during the year at college.

English and Maths

We are committed to helping all students achieve a Level 2 qualification in these important areas and you will be required to sit a functional skills or GCSE examination in English and maths, if you have not achieved the minimum required grades in these subjects previously.

Progress

Check out the course level progression chart in the prospectus. We have courses from Entry Level and level 1, up to Degree. Your course tutors will monitor your progress on the course.

Health & Wellbeing

Going to college can be daunting. We offer a wide range of support and guidance, go to our prospectus or our website for more information on how you can feel supported.



Who can help you from the college?

West Kent & Ashford College have two Designated Members of Staff for Children in Care and Care Leavers to act as the first point of contact. They are Helen Gray and Deborah Stanton - email contacts are: helengray@westkent.ac.uk deborahstanton@westkent.ac.uk

Who will help me when I am a Student?

You will be allocated a Support Mentor when you join the college, they will support you with your transition and offer ongoing support if you wish. We know that some children in care and care leavers may face difficulties in coming to college and succeeding to the best of their ability. You may face financial worries or problems at home. You may need support building confidence or, from time to time, may need emotional support.

Our Support Mentor offer includes:

- One to one support.
- Help in applying for available financial support and advice with filling out forms.
- Help in paying your travel expenses if you need to attend open days etc.
- Work with your local authority Key Worker/ Social Worker, to provide the best possible service to you.
- Information on events and workshops and any new initiatives that may be of interest to you.

Application and Interviews

The Designated Members of staff will support you with your application to college, and arrange meetings with the Careers department to ensure you are on the right course for you. Our Careers team can also provide advice on the interview process. You can apply on line. The Admissions team will then let you know when your interview will be.

Enrolment

Over the summer you will be sent joining instructions and details of what will happen at the start of term. Enrolment normally takes place at the beginning of September. If you are receiving exam results in August and they do not turn out as you had hoped or are better than you thought, then book a careers appointment and we can work with you to get you on the right course for you.

Induction

During the first six weeks of the first term, you may feel that the programme isn't quite right for you, or the environment may not be best suited to your needs. If this is the case, you can speak to; your Personal Tutor, Support Mentor or Careers advisor . Do this as soon as possible so you can consider other options.

Care Leaver Bursary

We offer financial support to Children in Care and Care Leavers, you can apply for funding from the Vulnerable Young Persons Bursary (VYP Bursary). You are entitled up to £1200 pro rata to help you be successful on your course. Your Support Mentor will help you with your application and work with you to figure out the best way the money can be spent. The bursary can support with course related costs such as uniform or PPE, Travel Costs, Laptops etc. Collect an application form from our Student Finance Team, complete this and hand it in with a letter from your Social Worker stating you are a Child in Care or Care Leaver. You may also be entitled to free meals whilst you are in further education, speak to the Student Finance Team about this.

PEPs

PEP meetings will usually be held at your college campus. The information recorded from the PEP will be uploaded to your ePEP where there is a section for you to complete. You will have at least 2 PEP meetings during the year at college the first between September and December and the second between March and May.

English and Maths

We are committed to helping all students achieve a Level 2 qualification in English and Maths, you will be required to sit a functional skills or GCSE examination in English and Maths, if you have not achieved the minimum required grades in these subjects.

Progress

Your progress on course will be monitored by you, your Personal Tutor/Support Mentor and through your PEP. If you have any concerns throughout your course please speak to a member of Student Support Services.

Health & Wellbeing

At West Kent and Ashford College Student Support Services are committed to your health and wellbeing and can offer information and services on a large range of topics. If you have any concerns please speak to your Support Mentor or a member of the Student Support Services Team. Examples of support are: Get It (C Card) & Sexual Health Clinics, Drug and Alcohol information, Mental Health & Resilience support. We also have a large range of enrichment including our globetrotting programme, sport/gym access, evening activities and trips.



Ashford College
Jemmett Road
Ashford
Kent TN23 4RJ
T +44 (0)845 207 8220
www.ashford.ac.uk

West Kent College
Brook Street
Tonbridge
Kent TN9 2PW
T +44 (0)845 207 8220
www.westkent.ac.uk

West Kent College
Kingstanding Way
Tunbridge Wells
Kent TN2 3UP
T +44 (0)845 207 8220
www.westkent.ac.uk

Who can help you from Canterbury Christ Church University?

Canterbury Christ Church University has Designated Members of Staff for Care Leavers.

For pre-arrival support please contact the Outreach Team at: outreach@canterbury.ac.uk.

For support when you arrive, please contact the Student Support and Wellbeing Advisers at: studentwell-being@canterbury.ac.uk

Designated Member of Staff pre-arrival: Bethany-Rose Moore (outreach@canterbury.ac.uk)

Designated Member of Staff while on programme: Rhonda MacPhee (studentwellbeing@canterbury.ac.uk)

Who will help me when I am a student?

Student Support & Wellbeing Advisers can provide you with information about the support services available to you whilst you are at university, including; financial, welfare, academic, and accommodation matters.

Within the Student Support, Health and Wellbeing Department we also have a team of Counsellors, Mental Health Practitioners and Disability Advisers. Further support is available through our Chaplaincy, Academic Learning and Development team, Peer Mentoring and Student Mediation Clinic.

Canterbury Christ Church Students' Union also run events and societies related to health and Wellbeing.

Applications and Interviews

Most Canterbury Christ Church University undergraduate courses require you to apply online via the UCAS website. For most of our part-time courses you should apply directly to the university. For more information, please email advice@canterbury.ac.uk. If the course you have applied to does require an interview, the university will contact you with the necessary information.

If you would like support with your UCAS application, help writing your personal statement, or would like to arrange a bespoke tour of the campus, then please contact us at outreach@canterbury.ac.uk.

Induction & Enrolment

Over the summer you will be sent arrival instructions and details of what will happen at the start of term. Your arrival instructions will give you all the essential information about starting university, including how and where you will need to register. There will be plenty of information, help and support available when you join us for your registration event, details of which will be given in your arrival instructions. Staff will be on hand to welcome you and answer your questions. In the meantime, if there is anything you

are not sure about, why not use our online information service: ask the i-zone (<http://www.canterbury.ac.uk/faq/>).

Care Leaver Bursary

Canterbury Christ Church University offers a £3,600 cash award over the duration of study (£1,200 per academic year). Once you have declared you are a care leaver to the University you will receive the bursary application form, via the Student Support and Wellbeing Advisers, and you will need to provide us with a letter from your local authority confirming your status as a care leaver.

PEPs


Should you want a member of staff involved with your PEP or Pathway Plan, please let us know and this can be arranged.

English and Maths

For a small number of programmes there is either a national or a university requirement to achieve minimum grade passes in specific GCSEs or the equivalent. This often includes English, maths and/or science. You should check the course entry requirements via our website or prospectus when applying for your chosen course.

Progress

Progression to the next year of study is through passing assignments and examinations. The Academic Learning and Development team offer academic support and you will be allocated a personal tutor with whom you can discuss any academic concerns that you might have.



"The support I have received throughout my degree has made all the difference."



Who can help you from UCA?

The University for the Creative Arts has a Designated Member of Staff for Children in Care and Care Leavers on each campus. Anna Mepstead is your initial point of contact - you can contact Anna by email: amepstead@uca.ac.uk

Who will help me when I am a student?

UCA is committed to the support and achievement of all our students and recognises that Children in Care and Care Leavers may have additional challenges in entering and adjusting to college and university life.

Some of the types of support we can offer include:

- Meetings with the dedicated member of staff to ensure seamless support for the young person from an initial enquiry through to completion or graduation.
- Help in applying for available financial support.
- Advice on money management, accommodation and general welfare support.
- Where permission is given by you, liaison with tutors, course leaders and administrators.
- Ongoing welfare support provided by Counselling Services, Learning and Teaching Services, Careers and Employability Services, and the Disability and Specific Learning Differences Support Team.
- Working with your local authority Key Worker, with your agreement, to provide the best possible service to you.

Applications and Interviews

Applications for our further education courses should be made directly to UCA. Applications for a degree course should be made through UCAS (see www.uca.ac.uk/study/how-to-apply/ for further information). If you need to change your interview date please contact the Admissions office: admissions@uca.ac.uk . If you would like to bring someone with you for your interview there will be a waiting area available.

Enrolment

Over the summer you will be sent a welcome guide with your enrolment and induction timetables and details of your summer project. If you have any questions you will be able to contact your Course Administrator. You will need to bring proof of identity (e.g. birth certificate or passport) and proof of your qualifications to enrolment.

Induction

During the induction week you will have an introduction to your course and the campus and an opportunity to meet other students. If you are at all unsure whether the course is right for you, or you have any concerns or questions, you can speak to your tutor, Careers Adviser or DMS to discuss this.

Vulnerable Learner Bursary

Students aged under 19 on our further education courses can apply for the Vulnerable Young Persons Bursary. This is up to £1200 and is subject to 90% attendance. You will be invited to discuss with the DMS how your bursary will be paid to you; payments for course costs will be paid directly from your bursary on your behalf. If your attendance drops below 90%, the DMS will ask you to come and discuss this to avoid your payments being stopped.

PEPs

PEP meetings will usually be held on campus. The information recorded from the PEP will be uploaded to your ePEP where there is a section for you to complete. You will have at least 2 PEP meetings during the year.

English and Maths

If you are applying for one of our further education courses and didn't achieve the minimum required grades in either English or Maths, you will be able to either retake your GCSE or take functional skills instead. You will be assessed at the beginning of the year to see which will be the most appropriate for you.

Progress

The DMS will meet with you at regular intervals to monitor your achievements and progress and to ensure that timely help and advice is provided. The Careers and Employability Service is available to support you whilst you are on course and for up to 3 years after graduation.

Health & Wellbeing

The DMS and the other university support services listed above will work with you throughout your studies to support your health and wellbeing. We also hold a number of health and wellbeing events during the year.



Who can help you from the University of Greenwich?

The University of Greenwich has a Designated Member of Staff for Care Leavers and a Care Leaver Coordinator. You can contact either of us with any queries that you may have both pre-entry to higher education and on course at the University of Greenwich.

Designated Member of Staff: Will Calver, Widening Access Consultant (w.calver@greenwich.ac.uk)

Care Leaver Coordinator: Chris Colson (c.a.colson@greenwich.ac.uk)

Who will help me when I am a student?

We offer a 1:1 transition interview for all new students to the University of Greenwich where we provide you with information on all of the support services available to you whilst you are studying with us. These include financial, accommodation, academic and pastoral support together with the opportunity to take part in the Greenwich Friend student ambassador peer mentoring scheme.

In addition, we are also willing to meet with you pre-entry to support you and answer any questions that you might have. Staff are also available to advocate on your behalf if required.

Applications and Interviews

You apply for university through UCAS (either through the main cycle or through clearing). Each course has separate entry requirements and you will need to check the UCAS website for more information. We are happy to discuss this with you.

Enrolment

You will need to accept your offer from the University of Greenwich through the UCAS website. We contact all applicants who have accepted places in the summer term and again in September when you start. Registration is in two parts; the first part is online and the second is in person where you will need to bring your certificates and proof of your identity to the Student Centres to complete registration.

Induction

Each programme of study offers its own induction, however, we offer a mentoring scheme specifically for care leavers which pairs 2nd and 3rd year student ambassadors with new students to help them navigate their way around campus and through their study requirements through the first weeks of university life.

Care Leaver Bursary

The University of Greenwich offers a Care Leaver Bursary of £1,000 for each year of study (not available for repeat years). You will need to apply for this through the University website and provide a letter from your local authority confirming your status as a care leaver.

PEPs

We are happy to participate in your PEP or Pathway Plan at your request.

English and Maths

The majority of university courses require you to have achieved certain minimum grades in GCSE English and Maths as well as subjects studied at 6th form or college. However, you will need to check the UCAS website to clarify the educational requirements of the course you wish to study.

Progress

Progress into the next year of study is through passing assignments and examinations (each course has different requirements). There is academic support available at the University of Greenwich through the Academic Skills Centres and you will be allocated a personal tutor with whom you can discuss any academic concerns that you might have.

Health & Wellbeing

We offer a number of pastoral activities through the Student Union ranging from sports to 'Harry Potter' societies! You can also access Counselling, Disability and Dyslexia Support and Mental Health Support through our Well Being Team.



"I really appreciated the time my mentor spent with me when I had the down days."



Who can help you from the University of Kent?

The University has Designated Members of Staff for care leaver students to support you throughout your time at University. For application advice, or if you have any questions about living or studying at Kent prior to starting your course then please contact Laura Nagle on dmstaff@kent.ac.uk or call 01634 888455.

Who will help me when I am a student?

For on programme support once you are at the University of Kent please contact Rachel Levy on r.levy@kent.ac.uk or call 01227 8216164. You can also speak with the Student Advice Centres at both our Canterbury and Medway Campuses if needed.

Student Advice Centre (Canterbury) - Caren Gadd. T: 01227 824741 E: advice@kent.ac.uk

Student Advice Centre (Medway) - Paul West. T: 01634 888882 E: paul@gkunions.co.uk

We also offer the Kent Buddy Scheme which introduces applicants with an offer from Kent to current students. You will be able to get a great sense of what its like to be a student, and be assured of a friendly face to meet you when you arrive.

Applications and Interviews

You will need to apply via UCAS (www.ucas.com). Before applying you should look up your course using our course finder, click 'Apply' and read the information under the 'Full-time applicants' section. If you are invited to an interview for your course you will be informed in good time. The University can offer you assistance towards the cost of attending your interview and any other support you may need. Please email dmstaff@kent.ac.uk.

Visits

If you want to make an informal visit to the University at any time, please contact Laura Nagle (dmstaff@kent.ac.uk) who will be able to arrange for a current student to meet you and show you round the University.

Results

If you are holding an offer from Kent and need any particular help at results time, you can contact the Clearing hotline (see the University website at the appropriate time) or Laura Nagle (dmstaff@kent.ac.uk or 01634 888455). Please tell the Clearing Team that you are a care leaver and they will be able to assist.

Enrolment

You will be sent your enrolment details and Kent ID ahead of Arrivals Weekend but you must enrol online beforehand. You should refer to your 'How to enrol' email and follow the instructions to enrol before you arrive on Campus. Assistance will also be available on Campus during Arrivals Weekend, but full details will be sent to you.

Induction/ Welcome Week

Induction is known as Welcome Week at Kent and we arrange a special programme of events for new students. All events are free of charge and although optional we recommend you attend what you can as it's a great opportunity to make new friends and get to know the University and the surrounding areas before the busy first week of term.

Kent Care Leaver Pack

Kent offers care leavers a financial support package, including access to University accommodation for the duration of your course including vacations if needed.

Are you eligible?

You may apply for the package if you are a new student, you are under 25 years of age, you are a home UK fee-paying student, you have spent a minimum of 13 weeks in the care of a UK local authority with at least one day being since the age of 14, including on or after your 16th birthday and if you can provide written evidence from your personal advisor or social worker to confirm your status as a care leaver.

For more information please visit: <https://www.kent.ac.uk/finance-student/funding/IndexCareLeavers.html>

Health & Wellbeing

Our Student Support and Wellbeing Team offer a variety of support services while you are at Kent.

Services include study skills tuition, screening for Specific Learning Difficulties (e.g. dyslexia), note taking and library support, specialist mentoring, counselling and guidance on assistive technologies

Please email Rachel Levy (r.levy@kent.ac.uk) if you wish to find out more.





- Who can help you from VSK?** If you are in a school sixth form then you will be supported by the Virtual School Kent Locality Teams—see website for contact details.
- If you are at college, on an apprenticeship, employed, volunteering, with a training provider, or not accessing any provision, you will be supported by the Post 16 Team of Virtual School Kent and will have a named Post 16 Support Officer. See website for contact details.
- For those in Year 11 now** There is a Year 11 Progression Support Officer in each locality team to work with you, the school, social worker and foster carer to help identify post 16 options. They work closely with the Post 16 Team. The Progression Officer can help with looking at options, understanding the application/interview/offer information, informal visits to providers.
- For those in Year 12 and 13 now** The locality teams or the Post 16 team are available to help with choices, or if you are not sure you are on the right programme. They will also work with the provider to make sure you are accessing the support you require.
- PEPs** Personal Education Plans continue into years 12 and 13 and is on the electronic ePEP system. For those in Years 12 and 13, the PEP meeting can be held differently to when you were in school. It may be through a review meeting at the provider, or it may be an informal PEP. PEPs also need to be recorded for those employed, on an apprenticeship, volunteering or missing. Where possible, Virtual School Kent staff will try to attend the PEP meetings where there are some concerns—due to the large numbers of young people, the team are not always able to attend.
- Results time** When results come out in August, there will be staff available from Virtual School Kent to offer guidance and support if results where not what expected, and impact on chosen post 16 plans.
- Supporting Enrolment** The year 11 Progression Support Officers and Post 16 team will be available during the enrolment periods of post 16 choices as this can be a very busy and confusing time. When you know your enrolment date and time, please keep this information safe. You will also need to take proof of results with you to enrolment, otherwise you will not be able to enrol on the programme.
- Induction Periods** During the first 6 weeks of the first term, you may feel that the programme isn't quite right for you, or the environment may not be best suited to meet your needs. If this is the case, you need to let someone know as soon as possible to discuss this and consider other options.



Leading up to the October half term, the post 16 provider may set clear criteria that you have to meet to be able to stay on the programme after the October half term - it may be to have 100% attendance, to submit key pieces of work, to show commitment and motivation to the programme.

English and Maths

You will be required to continue to study English and maths in post 16 if they haven't already achieved minimum required grades, whether you are at school, college or on an apprenticeship.

18+ Service

Virtual School Kent works closely with the 18+ Service to support transition.

Where can I find more information?

- There is a new Policy available that focuses on supporting young people into education, training or employment—visit <http://www.virtualschool.lea.kent.sch.uk/news/03-11-2016-education-training-and-employment-policy-ks4-and-beyond>
- There will be resources available for Foster Carers and Social Workers on our website too



Virtual School Medway - Post 16 - 25

<http://www.medway.gov.uk/schoolsandeducation/supportedlearning/looked-afterchildren.aspx>



- Who can help you from Medway Virtual School?** From 16 years all young people in care in Medway will be allocated a Leaving Care PA who will work alongside the Social Worker to you in accessing education. If you are in a school sixth form then you will also be supported by Medway Virtual School. If you are at college, on an apprenticeship, employed, volunteering, with a training provider, or not accessing any provision, you will be supported by the Virtual School, your social worker and a leaving care PA. When appropriate the Virtual School and Social Care will liaise with the Special Educational Needs team to provide additional support.
- For those in Year 11 now** In Year 11 you will have the support of the Virtual School, the social worker, and your foster carer to help identify post 16 options. Once you are 16 you will also have support from the Leaving Care Team.
- For those in Year 12 and 13 now** The Virtual School, the Social Worker and a Leaving Care Personal Assistant are available to help with choices, or if you are not sure you are on the right programme. They will also work with the provider to make sure the young person is accessing the support they require.
- PEPs** Personal Education Plans continue into years 12 and 13. The PEP meeting can be adapted to reflect your placement. For example, it might be through a review meeting at the provider, or it may be an informal PEP. PEP reviews also need to be held for those employed, those on an apprenticeship, or those volunteering or not in education employment or training. If there are concerns, a member of staff from the Virtual School will try to attend the PEP review.
- Results time** When results come out in August, there will be staff available from the Leaving Care Team to offer guidance and support. They will liaise with the Virtual School if results were not what was expected, and if this has impact on your post 16 plans.
- Supporting Enrolment** The Leaving Care PA will be available during the enrolment periods of post 16 choices as this can be a very busy and confusing time. When you know your enrolment date and time, you should keep this information safe because you will also need to take proof of results with you to enrolment. Otherwise you may not be able to enrol on the programme.
- Induction Periods** During the first 6 weeks of the first term, you may feel that the programme isn't quite right for you, or the environment may not be best suited to meet your needs. If this is the case, you need to let someone know as soon as possible to discuss this and consider other options.

Virtual School Medway - Post 16 - 25

<http://www.medway.gov.uk/schoolsandeducation/supportedlearning/looked-afterchildren.aspx>

Leading up to the October half term, the post 16 provider may set clear criteria that you have to meet to be able to stay on the programme after the October half term – it may be to have 100% attendance, to submit key pieces of work, to show commitment and motivation to the programme.

English and Maths

You will continue to study English and maths in post 16 provision if you haven't already achieved the minimum required grades at GCSE.

18+ Service

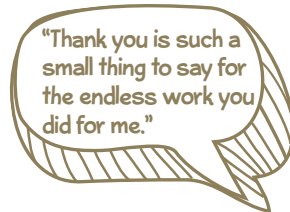
Medway Virtual School works closely with the Leaving Care Team to support transition. Post 21 years (up to 25 years) please liaise with leaving Care Team if returning to education for your needs to be assessed.

Where can I find more information?

These websites provide more information on options available locally:

<https://www.readytoworkkent.co.uk/>

<http://www.themytrust.org/>



Notes



A series of horizontal dotted lines spanning the width of the page, intended for writing notes.

Production of this booklet was funded by the National Networks for Collaborative Outreach, helping to remove barriers for young people accessing further and higher education, and the Care Leaver Progression Partnership, www.careleaverpp.org

This booklet was printed in May 2017. Information was correct at the time of going to print, however please contact the individual institutions that you are interested in for the most up-to-date information.

