



**CITY** OF GLASGOW  
COLLEGE

# Corporate Parenting Plan



## Introduction

City of Glasgow College is proud to be a Corporate Parent, and while it is a great privilege it is also a significant responsibility which we take seriously as a College.

City of Glasgow College offers a wide range of educational, technical and training opportunities, at levels ranging from foundation courses through to Higher National Diplomas and degree programmes in association with our Higher Education partners. At City there are opportunities to study at a level that positively encourages success and progression, enabling all of our students to reach their full potential.

Our Board of Management, with our Principal and CEO, continue to work collaboratively with the Glasgow Colleges' Regional Board, other Glasgow Colleges, and Scotland's Corporate Parents to widen access and promote equality, diversity and inclusion (EDI), guided by our EDI Statement of Fairness, Opportunity and Respect.

We maintain a commitment to Let Learning Flourish through inspiration, excellence and innovation, and this Plan sets out how we aim to achieve this for our care experienced young people from Glasgow and beyond. As a Buttle UK Quality Mark recipient (2011) City of Glasgow College is already recognised for its range of services and good practice for CEYP. However, our new Corporate Parenting Plan outlines both current practice and our aspiration to do the very best we can for our care experienced young people; both potential and current students. The College's Student Experience Strategy, which was informed by students, sets out a commitment to be a College where "Individual needs are anticipated at every step of the student journey and are met in a proactive and meaningful way".

We have started this journey as a Corporate Parent being mindful of the needs and well-being of our care experienced students. We hope to develop our learning, teaching, assessment and services together to meet their needs and aspirations.



## Care Leavers

As a group, care experienced young people (CEYP) do not have the same life chances as their peers and studies have shown that this group are more likely to become vulnerable to a range of socio/economic disadvantages including offending behaviour and health problems. For example:

- In 2015, 33% of young people in Scottish prisons and 31% of adult prisoners self-identified as having been in care as a child. <sup>1</sup>
- In 2004 a national survey of looked after children and young people in Scotland found that 45% of 5-17 year olds living in care were assessed as having a diagnosed mental health disorder. <sup>2</sup>
- Educational outcomes for CEYP are poor compared with their non-care experienced peers. 73% of CEYP leave school before the age of 16 compared with 27% of all school leavers. <sup>3</sup>
- Although no official statistics are yet available, support organisations report that care experienced young people are particularly vulnerable to homelessness as a result of leaving care.
- CEYP are also vulnerable to experiencing long term unemployment or unsustainable employment. Government figures show that nine months after leaving school, 31% of CEYP have not achieved a positive destination.

<sup>1</sup> Scottish Prison Service, 2016. Prisoners Survey 2015-Young People in Custody. SPS. Edinburgh.

<sup>2</sup> Office of National Statistics. 2004. The mental health of young people looked after by local authorities in Scotland. HMS; London

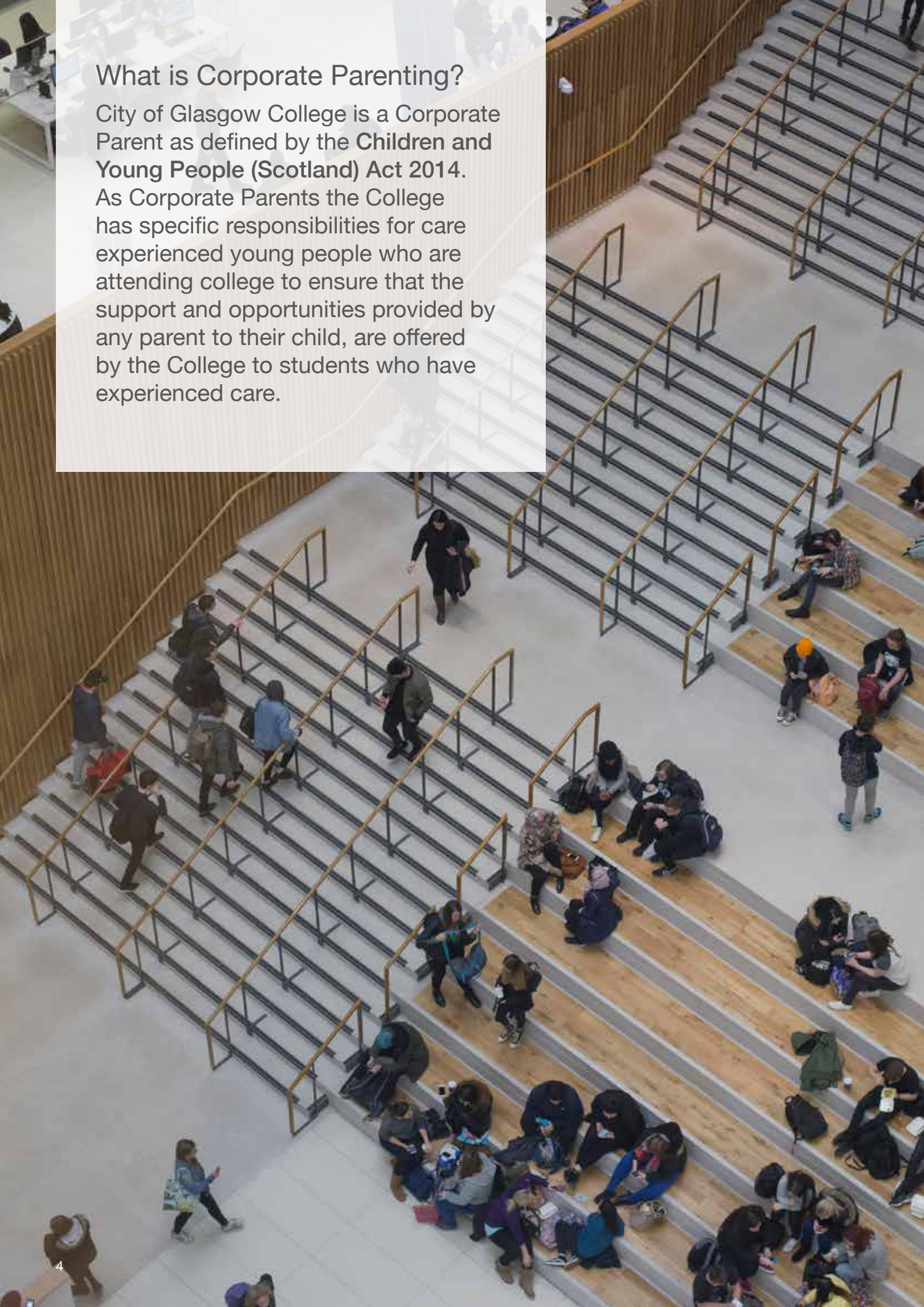
<sup>3</sup> Scottish Government. 2016. Education Outcomes for Scotland' Looked After Children, 2014/15. <http://www.gov.scot/Publications/2015/06/6439> Edinburgh.

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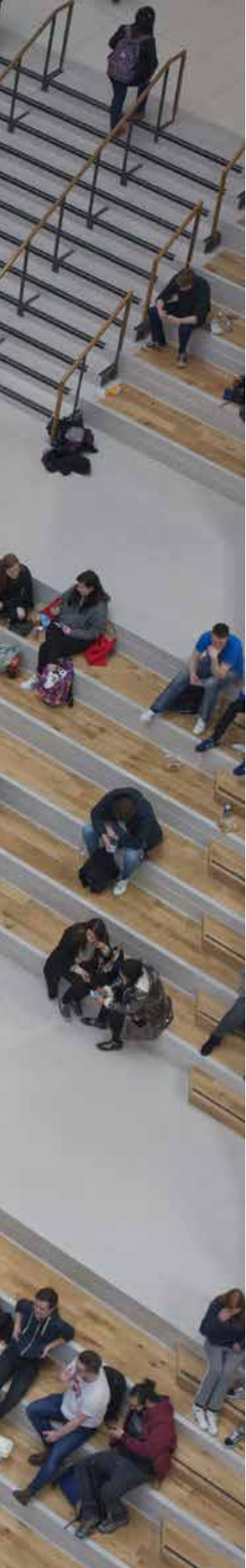


## What is Corporate Parenting?

City of Glasgow College is a Corporate Parent as defined by the **Children and Young People (Scotland) Act 2014**. As Corporate Parents the College has specific responsibilities for care experienced young people who are attending college to ensure that the support and opportunities provided by any parent to their child, are offered by the College to students who have experienced care.







Section 58 of the Act outlines six statutory duties for Corporate Parents which include:

- **To be alert** to matters which, or which might, adversely affect the wellbeing of a care experienced individual.
- **Assess the needs** of care experienced young people for any services or support provided.
- **Promote the interests** of this group of young people.
- Seek to provide care experienced young people with **opportunities** to promote their wellbeing.
- Take appropriate action to ensure care experienced young people **can access opportunities** and make use of services available to them.
- **To review, evaluate and improve** our practice and procedures to Corporate Parenting.
- To **collaborate** with other Corporate Parents when exercising their corporate parenting responsibilities.



As a Corporate Parent the College is committed to working towards the **National Ambition and Vision** set by the Scottish Funding Council ‘for there to be no difference in the outcomes of care experienced learners’ comparative to their peers’ by 2021. As a Corporate Parent, City of Glasgow College aims to provide an environment where an individual’s needs are met at all stages of the student journey to enable them to become confident, responsible and effective members of the community. Although we cannot replicate some aspects of ‘family’ life, there are many steps we can take to ensure our care experienced students feel genuinely supported while at College.

To help make sure everyone – children, young people, parents, and the services that support them – has a common understanding of what wellbeing means, The Scottish Government describe wellbeing using eight indicators. The eight wellbeing indicators are commonly referred to by their initial letters - SHANARRI. The College uses the SHANARRI indicators to ensure that CEYP at City of Glasgow College are provided with equality of opportunity to achieve their potential, realise their talents and ambitions and become successful.

### Shannari Indicators





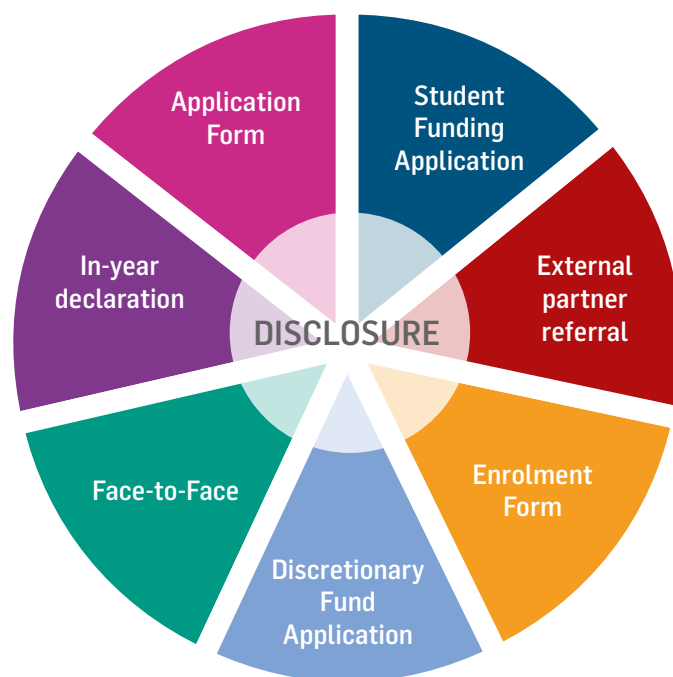




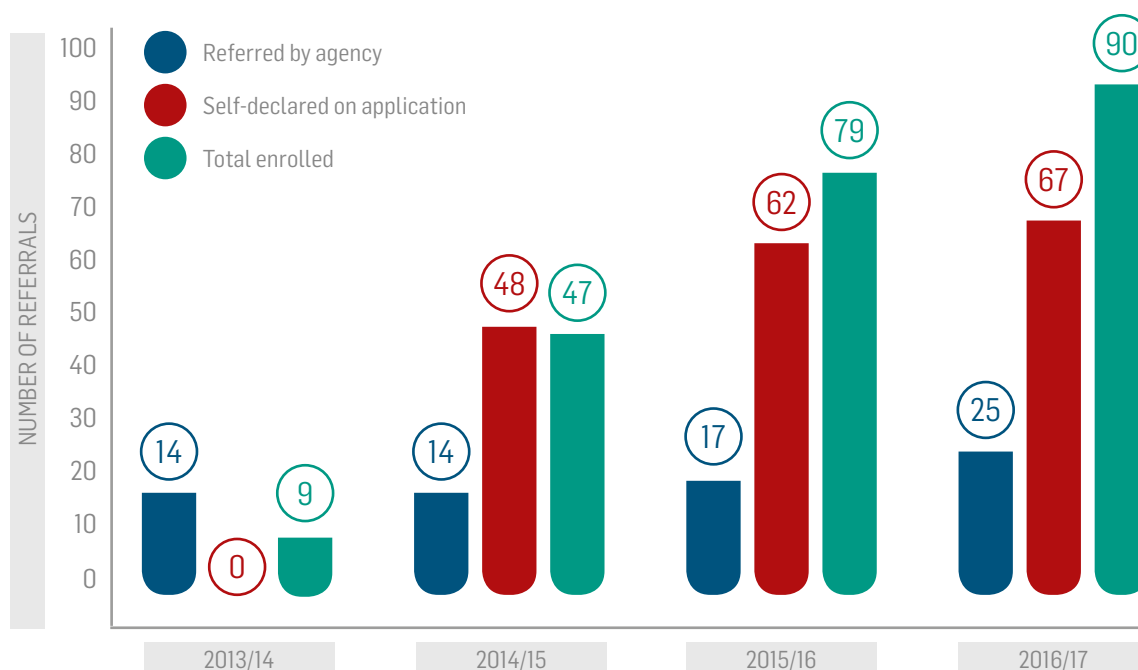


## Our Care Experienced Students

The College works closely with our care experienced students and partner agencies to provide relevant, person-centred support. Individuals are given a number of opportunities to disclose their status as 'care experienced' at different stages throughout the application and enrolment process and while on course. At City of Glasgow College we work closely with partners in Skills Development Scotland, MCR Pathways, Throughcare and Aftercare Services, and Leaving Care Services to further identify vulnerable individuals. We have a named Student Advisor identified on our website who works with our partners, which helps to develop a supportive working relationship between the College named contact and the student, with the aim of easing some of the stress of transition.



The chart below outlines the number of referrals/declarations from session 2013/14 to session 2015/16. Declarations have increased steadily since the College added the declaration option to our application and enrolment forms.



## Partners

The College is a member of Glasgow College's Corporate Parenting Forum and West of Scotland Care Leavers Forum. These forums provide an opportunity to network and share good practice with other Corporate Parents within the FE/HE sector. Both groups have representation from Who Cares? Scotland who advocate on behalf of care experienced individuals.



## Action Plan

Our Action Plan was developed together with our Care Experienced Young People. The Plan focusses on sections 58-61 of the Children and Young People's (Scotland) Act 2014, and outlines the College's actions and the outcomes over the next three years.

1. Be alert to matters which might adversely affect the well - being of a care experienced individual. (Section of the Act 58 1 (a))			
Outcome and Related Actions			
1.1	Through College wide training, staff are alert to the responsibilities of being a Corporate Parent and that this is a whole College responsibility, with additional training opportunities offered where appropriate.	Lead	By
1.1.1	Training for Board of Management delivered by Who Cares? Scotland will raise awareness at Board level of the College and Board's responsibilities.	Student Experience Director	Complete
1.1.2	Training for SMT delivered by Who Cares? Scotland will raise awareness at SMT level of the College's responsibilities.	Student Experience Director	Complete
1.1.3	Training for Curriculum Heads and Heads of Service delivered by Who Cares? Scotland will raise awareness at manager level of the College's responsibilities.	VP Student Experience	Complete
1.1.4	College wide awareness raising of the College Corporate Parenting Plan will take place at the One City Event in June 2018 raising awareness of the College's responsibilities and individual responsibilities.	Student Experience Director	June 2018
1.1.5	Training will be embedded in the College wide integration for new staff and will ensure that all new staff are aware of the College and their individual responsibilities.	Director Performance	December 2017
1.1.6	A new training module will be developed and available in 2017/18 as part of mandatory training which will ensure that all staff are aware of their individual responsibilities.	Director Performance	December 2017
1.1.7	CPD and attendance at conferences and seminars will regularly be undertaken to maintain levels of knowledge and to upskill.	Student Experience Director	Continuous



Outcome and Related Actions			
1.2	All care experienced individuals are alert to the support and services offered by the College.	Lead	By
1.2.1	Improve promotion on the College website, prospectus, open day events, regional and national events which will raise awareness among individuals and other Corporate Parents of the College's actions as a Corporate Parent.	Student Advisory Ser. Manager	Continuous
1.2.2	Improve promotion at School events which will raise awareness among individuals and other Corporate Parents of the College's actions as a Corporate Parent.	Exec Director / Faculty Directors	Continuous
1.2.3	Include information in the Student Diary and Induction Module which will raise awareness among the student population of the College's actions as a corporate parent.	Student Advisory Ser. Manager	August 2018
1.2.4	Promotion of the College via the Propel and Propel FE Scotland websites will raise awareness among individuals and other Corporate Parents of the College's actions as a corporate parent.	Student Advisory Ser. Manager	Updated Annually
1.2.5	Actively working with our partner agencies will raise awareness among their client groups of the College's actions as a Corporate Parent.	Student Advisory Ser. Manager	Ongoing

Outcome and Related Actions			
1.3	Student Support services are alert to the requirement for early identification and support for care experienced applicants.	Lead	By
1.3.1	Develop system of alerts and reports at application and enrolment stage to link to new Guidance Tracker on College Dashboard. This will ensure that appropriate actions are put in place for CEYP in an agreed timescale.	Student Advisory Ser. Manager	December 2017
1.3.2	Within 2 weeks of applying, the CEYP will be invited in to an initial assessment meeting with the CEYP Student Advisor to optimise available support. This meeting will include a review of needs including Learning Support; Student Funding; Careers Advice; Dates for regular review; Discussion on attendance; Needs of referral agency where appropriate; Liaison with Curriculum Teams to facilitate flexibility; support at interview or pre interview; help with accommodation; meeting with CEYP's carers; advice and guidance on benefits; discussion on books/materials/transport.	CEYP Student Advisor	Continuous
1.3.3	Develop a self refer/de refer option through MyCity so that students feel supported to disclose at any point or remove this flag from their record should they wish.	Learning Technologies	June 2018
1.3.4	Unsuccessful applicants will be offered a career guidance interview to explore alternative options at the College.	Admissions and Recruitment	Continuous

Outcome and Related Actions			
1.4	Appropriate members of the curriculum teams are alerted to CEYP at application stage and throughout their studies.	Lead	By
1.4.1	Ensure and encourage the CEYP to provide permission for data to be shared with appropriate people within curriculum teams.	CEYP Student Advisor	Continuous
1.4.2	Develop an alert system on Enquirer for teaching staff.	IT Manager	June 2018
1.4.3	Update Academic Guidance to take account of CEYP students.	Faculty Director Education and Society	December 2017

Outcome and Related Actions			
1.5	Include monitoring and review of service uptake in self evaluation and operational planning.	Lead	By
1.5.1	Planning guidance to make reference to the need to reflect the College's responsibility as a Corporate Parents to care experienced young people in Operational Plans.	College Secretary/ Planning	May 2017
1.5.2	Performance review processes to include review of service uptake as appropriate.	Director Performance	August 2017
1.5.3	Include the College's responsibility as a Corporate Parents to care experienced young people in the Equality Diversity and Inclusion Initiative 2017-21	College Secretary/ Planning	June 2018



**2. Assess the needs of care experienced young people for any services or support.**

**Outcome and Related Actions**

2.1	Referral to appropriate services is made at an early stage in the application process.	Lead	By
2.1.1	Learning support is put in place for all CEYP and a Personal Learning Support Plan (PLSP) is initiated. This will help CEYP to achieve their full potential by ensuring additional support is available.	Head of Student Development	Annually
2.1.2	A careers guidance interview will be organised to ensure that the choice of course is correct and the CEYP has a career management plan in place.	CEYP Student Advisor	Annually
2.1.3	The requirement for some elements of documentary evidence for Student Support Funds is waived to ensure that CEYP will have funding available for the start of the course.	Student Funding Manager	Complete
2.1.4	Students will be assisted financially to apply for missing documents e.g. birth certificates, that they may need for future reference.	Student Funding Manager	Continuous
2.1.5	The CEYP Student Advisor will track attendance and make contact where the CEYP is absent for more than one week to support return or to support exit and re referral. Contact will be made by telephone, email or face to face and the PLSP will be updated.	CEYP Student Advisor	Continuous
2.1.6	Case management by the CEYP Student Advisor will ensure that the CEYP is not disadvantaged through student funding being withheld.	CEYP Student Advisor	Continuous
2.1.7	Provide a 52 week lease through our student accommodation to ensure that CEYP students have continuity over the summer.	Head of Student Accommodation	June 2018
2.1.8	Ring fence Discretionary Funds to assist with 2.1.4 and 2.1.7 above.	Student Advisory Ser. Manager	Complete
2.1.9	CEYP Student Advisor to check other declarations i.e. disabilities and engage appropriate team.	CEYP Student Advisor	Continuous
2.1.10	Calendar of college support and health and well-being activities provided to CEYP including mental health awareness, sports clubs, Chill and Achieve, Beat the Blues.	CEYP Student Advisor	Complete

**Outcome and Related Actions**

2.2	Support Services anticipate and are responsive to the needs of CEYP.	Lead	By
2.2.1	Review related questions on all applications, enrolments and funding applications re disclosure to ensure this is easy to understand.	Student Services Managers	April 2018
2.2.2	Convene a SLWG to ensure other departments services to take account of CEYP.	Student Experience Director	December 2017
2.2.3	CEYP are prioritised for counselling services and extended appointments will be available to help with mental health issues and ensure well-being.	Student Counsellor	Continuous
2.2.4	CEYP Student Advisor sends reminder email to all CEYP of college wide events, activities, health and well being initiatives.	CEYP Student Advisor	2 weeks before event
2.2.5	CEYP have both finance and accommodation in place prior to course commencement.	CEYP Student Advisor	Continuous



3. Promote the interests of care experienced young people.			
Outcome and Related Actions			
3.1	The College is a place where the interests of CEYP are taken fully in to account.	Lead	By
3.1.1	Work with the Student Association to both introduce and involve CEYP to the work and life of the College through encouragement to join in, become a class representatives and been involved in the Students' Association.	Student Engagement Manager	December 2017
3.1.2	To promote CEYP services and be an advocate on behalf of CEYP to ensure that they access all that they are entitled to.	CEYP Student Advisor	Continuous
3.1.3	To support CEYP to attend graduation and ensure gowns and any associated costs are covered.	CEYP Student Advisor	Annually
3.1.4	Ensure that corporate communications to staff and students include positive news stories and celebrate the success of our CEYP.	Exec Director	Continuous

Outcome and Related Actions			
3.2	The College will have a dedicated, professional support and services for all CEYP.	Lead	By
3.2.1	Employ and develop the CEYP Advisor role – it is important that the person have the right interpersonal skills and knowledge of issues affecting CEYP.	Student Advisory Ser. Manager	Complete
3.2.2	The CEYP Advisor role will be a consistent point of contact for CEYP, their carers and referral agencies.	CEYP Student Advisor	Complete
3.2.3	CEYP will receive impartial careers advice about which College or University is best for them.	Student Advisory Ser. Manager	Continuous
3.2.4	All CEYP will be invited to a pre enrolment welcome event.	Student Advisory Ser. Manager	Annually
3.2.5	All CEYP will receive money skills advice and guidance.	Student Advisory Ser. Manager	Continuous

4. Seek to provide care experienced young people with opportunities to promote their well being.			
Outcome and Related Actions			
4.1	Increase the number of CEYP making a successful transition from School to College.	Lead	By
4.1.1	Work with MCR Pathways to provide School visits to students from 3rd and 4th year.	Student Advisory Ser. Manager	Complete
4.1.2	Secure funding from the Robertson Trust to support this work.	Student Advisory Ser. Manager	March 2018
4.1.3	Membership of Glasgow College's Corporate Parenting Forum and West of Scotland Care Leavers Forum ensures seamless transition from school/other education provider to either College or University.	Student Advisory Ser. Manager	Continuous

Outcome and Related Actions			
4.2	Increase the number of CEYP articulating to University.	Lead	By
4.2.1	Work with Universities to review articulation arrangements to fully support progressing learners.	Faculty Director	June 2018
4.2.2	Attend University open days with CEYP to support them in their University choices.	CEYP Student Advisor	Annually
4.2.3	Share information with Universities with permissions	CEYP Student Advisor	Continuous

Outcome and Related Actions			
<b>4.3</b>	<b>Increase the number of CEYP articulating to University.</b>	<b>Lead</b>	<b>By</b>
4.3.1	Assist progressing FE students with SAAS applications.	CEYP Student Advisor	Annually
4.3.2	Create a PLP for CEYP and undertake regular review of progression and identify any remedial action to ensure success.	Faculty Directors	December 2017

**5. Take appropriate action to ensure CEYP can access opportunities and make use of the services available to them.**

**Outcome and Related Actions**

<b>5.1</b>	<b>Ensure that CEYP are aware of local, regional and national support available to them.</b>	<b>Lead</b>	<b>By</b>
5.1.1	The CEYP Student Advisors will have knowledge of other supports available to CEYP and cascade this throughout the College	CEYP Student Advisor	Continuous
5.1.2	CEYP will be supported and alerted to all opportunities throughout the college be they trips/visits, internships etc. and will be supported in person and financially to access these opportunities.	CEYP Student Advisor	Continuous
5.1.3	Develop partnership arrangements with other Corporate Parents to maximise access to support for CEYP.	Student Advisory Ser. Manager	June 2018

**Outcome and Related Actions**

<b>5.2</b>	<b>Ensure that CEYP are aware of and have access to local health services and any entitlements.</b>	<b>Lead</b>	<b>By</b>
5.2.1	Provide information on local health facilities including health, dental, family planning and sexual health provision. These are areas that CEYP may not know about if they are new to the area or have no family or friends to support them.	CEYP Student Advisor	Annual updates
5.2.2	Provide information and guidance on drugs, alcohol, social media and general safety information, advice and guidance. These are areas of guidance that CEYP may have missed at School or from family guidance.	CEYP Student Advisor/ Guidance Tutors	Continuous

**6. Take appropriate action to ensure CEYP can access opportunities and make use of the services available to them.**

**Outcome and Related Actions**

<b>6.1</b>	<b>Review College Policies and Procedures to ensure that they take account and support the success of CEYP.</b>	<b>Lead</b>	<b>By</b>
6.1.1	Review College admissions procedures and selection criteria to ensure that there are no hidden barriers to gaining access to College.	Student Recruitment and Admissions Manager	December 2017
6.1.2	Review College student funding procedures to ensure that there are no barriers to accessing support.	Student Funding Manager	Complete
6.1.3	Review the process for Equality Impact Assessment to include CEYP.	Equality, Diversity and Inclusion Manager	December 2017
6.1.4	As an employer, include information for CEYP in recruitment materials to highlight support available to care experienced employees.	Director Human Resources	December 2017



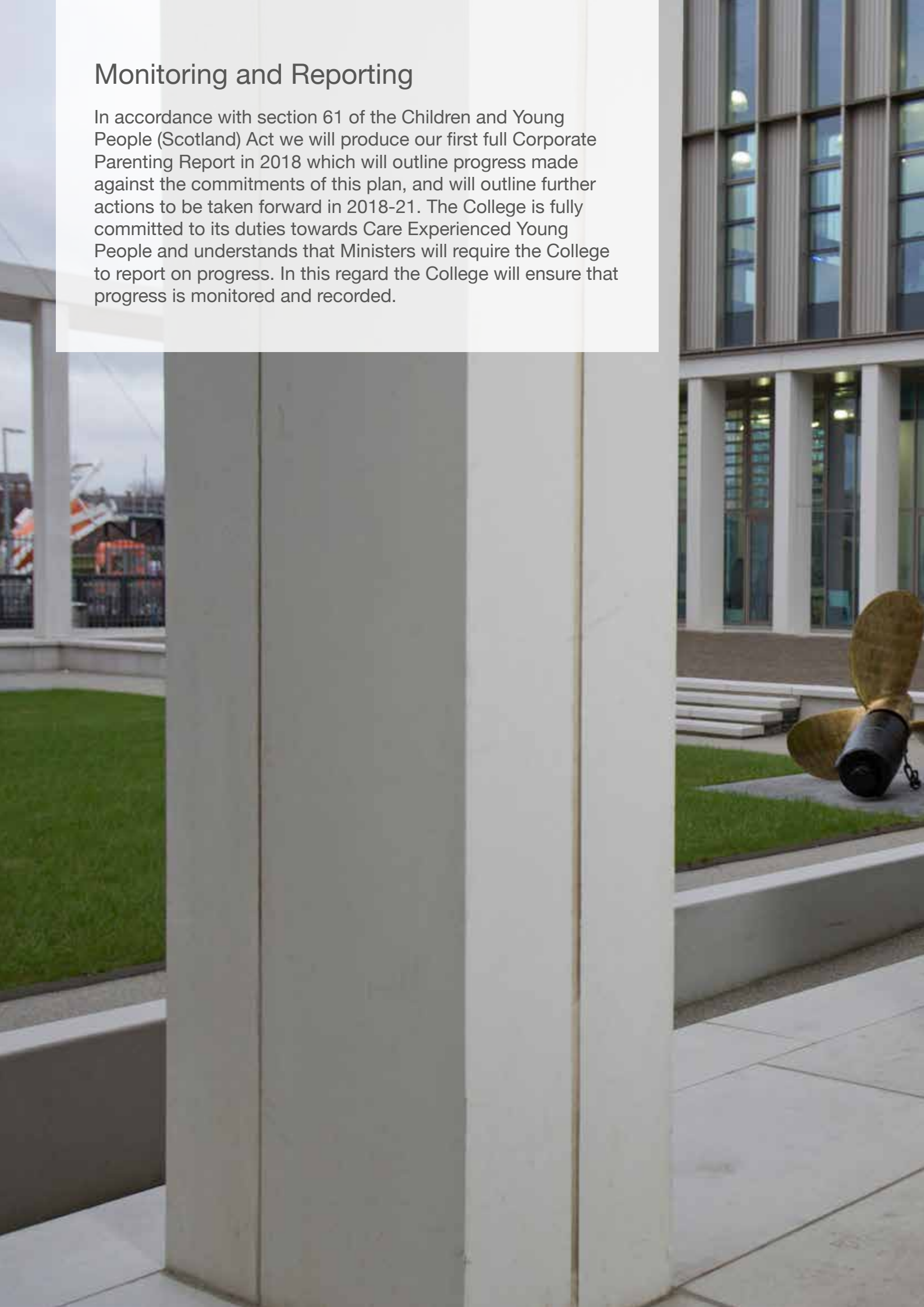
7. Collaborate with other Corporate Parents when exercising their corporate parenting responsibilities.			
Outcome and Related Actions			
7.1	Ensure continuation and building of relationships with partner agencies	Lead	By
7.1.1	Attendance at Glasgow Colleges Corporate Parenting Forum, West of Scotland Care Leavers Forum, and College Development Network's Guidance Steering Group will provide opportunities to share best practice with other corporate parents to further develop and enhance services.	Student Advisory Serv. Manager	Continuous
7.1.2	Feedback from partners including CELCIS and Who Cares? Scotland to enables continuous review and enhancement of service.	Student Advisory Serv. Manager	Continuous
7.1.3	A partnership agreement with Skills Development Scotland provides an opportunity for seamless transition from school to College.	Student Advisory Serv. Manager	September 2017

8. Collaborate with other Corporate Parents when exercising their corporate parenting responsibilities.			
Outcome and Related Actions			
8.1	Monitor conversion, retention and success indicators to ensure that PIs for this group are on track.	Lead	By
8.1.1	Contact CEYP individuals separately via the admission survey to ascertain their experience of the admissions process.	Student Recruitment and Admissions Manager	October 2017
8.1.2	Add CEYP as a protected characteristic to monitor in the Admissions Review to ensure conversion rates are better than or at least equal to other priority groups.	Student Recruitment and Admissions Manager	October 2017
8.1.3	Add CEYP as a priority group to the learning support PLSP to ascertain if success rates are better than or at least equal to other priority groups.	Head of Student Development	August 2017
8.1.4	Add CEYP to the dashboard to ascertain if success rates are better than or equal to other students.	Student Recruitment and Admissions Manager	June 2018

Outcome and Related Actions			
8.2	Continually review and improve performance for CEYP.	Lead	By
8.2.1	Report outcomes for CEYP to the College's Students, Staff and Equalities Committee.	Student Experience Director	November 2017
8.2.2	Publish the results of CEYP in the College Annual Review to include:- % referrals both self and via partnership working % conversion from application to enrolment % partial success on course % full success on course % withdrawal % destinations % progressed	Student Experience Director	November 2017
8.2.3	Ensure CEYP are consulted in the development and review of this Plan.	Student Advisory Serv. Manager	Annually

## Monitoring and Reporting

In accordance with section 61 of the Children and Young People (Scotland) Act we will produce our first full Corporate Parenting Report in 2018 which will outline progress made against the commitments of this plan, and will outline further actions to be taken forward in 2018-21. The College is fully committed to its duties towards Care Experienced Young People and understands that Ministers will require the College to report on progress. In this regard the College will ensure that progress is monitored and recorded.







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