

## Sabhal Mòr Ostaig Corporate Parenting Action Plan

Area	Criteria	Current Activities	Actions	Owner	Timescale	Projected Outcomes	Corporate Parenting duty	Progress
<b>Management and Delivery of plan/outcomes</b>	Continuous enhancement of provision for care experienced students	Sabhal Mòr Ostaig will be kept informed of relevant developments via the UHI Care Leavers Group who will liaise with external agencies, including Who Cares? Scotland, CELCIS, and the College Development Network, to ensure we are kept up to date with current best practice and training.	1. Attendance on the cross-partnership Care Leavers Group and associated activities. This includes sharing of best practice, discussion of issues affecting care experienced students, and relevant staff training. The group meet on a bi-annual basis.	Student Services Coordinator	September 2017	Enhancement of the student experience and improved retention rates for care experienced students	58:1 (a) to be alert to matters which, or which might, adversely affect the wellbeing of children and young people to whom this Part applies 58:1 (f) to take action to improve as a corporate parent	Ongoing
			2. Sharing of best practice within Sabhal Mòr Ostaig and across the partnership (via UHI Care Leavers Group)	Student Services Coordinator	Ongoing	Improved cross partnership working and communication to ensure equivalence for care experienced students	58:1 (f) to take action to improve as a corporate parent 60:2 (a,b,c) to share information, provide advice or assistance, and coordinate activities	Regular reporting to Safeguarding Group
			3. Consider care experienced students during strategic and operational planning	Senior Management Team (SMT)	Ongoing	Enhancement of the student experience and improved retention rates for care experienced students	58:1 (c) to promote the interests of children and young people to whom this Part applies	Referred to in College Outcome Agreement
			4. Extend College Safeguarding Group remit to include Corporate Parenting responsibilities	Director of Studies	Jun 2017	Enhancement of the student experience and improved retention rates for care experienced students	58:1 (a) to be alert to matters which, or which might, adversely affect the wellbeing of children and young people to whom this Part applies 58:1 (f) to take action to improve as a corporate parent	Complete
			5. Organisation of relevant training for staff	Director of Corporate Affairs	Dec 2017	Enhancement of the student experience and improved retention rates for care experienced students through greater awareness amongst all staff	58:1 (a) to be alert to matters which, or which might, adversely affect the wellbeing of children and young people to whom this Part applies 58:1 (f) to take action to improve as a corporate parent	Awaiting completion of university online training module
<b>Raising aspirations and</b>	Raising awareness of the support services available for care experienced students	UHI have created a Care Leavers section on the main website, which provides full details of the support offered to care experienced students both centrally and at academic partner level, along with contact details. Also listed are links to relevant external agencies.	6. Include contact details of Student Services and a link to the UHI Care Leavers information page.	Student Services Coordinator	Aug 2017	Increase in the number of care experienced young people applying for our courses and increased awareness of the services and support available to them	58:1 (e) access opportunities and make use of services	In progress

<b>pre-entry out reach</b>		Sabhal Mòr Ostaig has a variety of services available and will provide additional support as required for Care Experienced students.	7. Raise awareness of services available for Care Experienced students at Sabhal Mòr Ostaig	Recruitment Officer	Ongoing	Increase in the number of care experienced young people applying for our courses and increased awareness of the services and support available to them	58:1 (e) access opportunities and make use of services	<b>Section being added to the new prospectus</b>
<b>Application</b>	Establish admissions processes that offer increased opportunities for care leavers to enter HE	Students who declare care experience at time of application are flagged on the data management system and application form marked. This alerts interviewer/decision maker of the student's situation to enable them to take this into consideration.	8. Review the wording on direct application forms so as to be as positive as possible, including relevant questions in all application forms.	Admissions Staff	Aug 2017	Admissions processes that are designed to support widening access	58:1 (c) to promote the interests of children and young people to whom this Part applies	<b>In progress</b>
			9. Ensure Academic Staff with responsibilities for access are clear about the College's policy regarding widening access to Care Experienced students	Deputy Director of Studies: Learning, Teaching and Quality	Aug 2017	Admissions processes that are designed to support widening access	58:1 (c) to promote the interests of children and young people to whom this Part applies	<b>Ongoing</b>
<b>Pre-entry</b>	Provide timely information re funding for courses (HE).	The university maintains a funding section on the main website, which provides full details of the financial support available to all students, including those who are care experienced.	10. Maintain College specific information on the website. Promote the existence of the webpages, and individual bursary scheme and scholarships as required	Registry Assistant	Nov 2017	Increase in the number of care experienced young people applying for our courses	58:1 (d) to seek to provide those children and young people with opportunities to 58:1 (e) access opportunities and make use of services participate in activities designed to promote their wellbeing	<b>In progress</b>
	Ensure that care experienced students have access to useful materials to provide help and guidance prior to enrolment	The university has created an online resource, Essential Student Skills, which includes a module designed to be accessed prior to enrolment. This provides information on the university, thinking about learning, collaborative learning, and new to blended learning, which are all specific to pre-entry.	11. Contact all Care Experienced applicants within three weeks of them accepting an offer to welcome them and explain services to them, including the University's Essential Study Skills online module.	Student Services Coordinator	Sept 2017	Increase in the number of care experienced young people applying for our courses and improved retention rates following commencement of studies	58:1 (e) access opportunities and make use of services	<b>Ongoing</b>
	Help to ensure that care experienced students have access to appropriate accommodation	The College has residencies on campus for up to 85 students during term-time.	12. Ensure that 365 day accommodation is available for care experienced students. The university have also agreed to act as guarantor for care experienced students if their local authority is unable to do so.	Dean of Students, Safeguarding Coordinator	Ongoing	Increase in the number of care experienced young people applying for our courses; Improved retention rates for care experienced students and enhancement of the student experience	58:1 (c) to promote the interests of children and young people to whom this part applies 58:1 (e) access opportunities and make use of services	<b>Ongoing</b>

	Ensure that all staff are aware of the duties and processes for Care Experienced students throughout the application cycle	Ensure that all staff are aware of the duties and the processes for Care Experienced students throughout the application cycle	13. Ensure relevant staff are aware of their duties and that clear processes and procedures are in place.	Registrar	Aug 2017	Increase in the number of care experienced young people applying for our courses and increased awareness of the services and support available to them	58:1 (e) access opportunities and make use of services	<b>Training session for academic Staff in programme for Staff Development Week</b>
<b>On Course Support</b>	Provision of a Personal Academic Tutor (PAT) to provide additional support for care experienced students	The university coordinates the support and training available for Personal Academic Tutors (PATs) who are based across the network. The PATs are a single point of contact for care experienced students and can provide academic support as well as signposting for additional support services.	14. Maintain online resources for PATs to ensure they remain current and useful. Organise training and development days. Share good practice, disseminate relevant information, and provide a point of contact. Advisory input into the management of the PAT role.	Director of Studies	Sep 2017	Improved retention rates for care experienced students and enhancement of the student experience	participate in activities designed to promote their wellbeing	<b>PAT session is in programme for Staff Development week</b>
	Access to an online counselling service	The university has facilitated the creation of an online counselling service, which may be accessed by students from across the partnership. This provides additional support for care experienced students, wherever they are located.	15. Continue to offer an online counselling service from Sabhal Mòr Ostaig and to raise awareness of this through student information packs and the website.	College Counsellor	Sep 2017	Improved retention rates for care experienced students and enhancement of the student experience		<b>Ongoing</b>
<b>Communication</b>	Raise awareness of the duties in relation to Corporate Parenting and arrange staff training	The university is working with external agencies to provide an online training module for all staff in respect of Corporate Parenting.	16. Ensure all staff complete the training which will disseminated by the university.	Director of Corporate Affairs	Dec 2017	Enhancement of the student experience and improved retention rates for care experienced students through greater awareness amongst all staff.	58:1 (f) to take action to improve as a corporate parent	<b>Awaiting completion of the UHI online training module.</b>
<b>Monitoring of plan/outcomes</b>	Meet Government requirements for reporting on Corporate Parenting Plans/Actions	The university will produce a report every three years which will provide information regarding the Corporate Parenting Plan and the actions within it.	17. Adhere to the university's monitoring and review system so as to meet legislative requirements	Director of Studies	Dec 2017	Adherence to legislative requirements	59:1 to prepare, and keep plan under review 59:3 to publish plan	<b>Ongoing</b>
		The university will produce a report every three years which will provide information regarding the Corporate Parenting Plan and the actions within it.	18. Produce a report on the Plan for the SMT by March 2018.	Director of Studies	Mar 2018	Adherence to legislative requirements	59:1 to prepare, and keep plan under review 59:3 to publish plan	<b>Due to begin Nov 2017</b>
<i>Last updated: 27/07/17 NNT</i>								