

A guide to **POST 16**



Cardiff council actively encourages partnership working between learners, parents, school, settings and professionals.



What happens when I am 16?

After leaving school, many young people attend a further education institution or go on to complete training.

From September 2023, all learners who need additional learning provision (ALP) in college will require an Individual Development Plan (IDP) to help them transition from school to post 16 education and training. When selecting a suitable college for a learner, the schools and Local Authority will be guided by the ALN code when deciding how best to meet the needs of the learner.

An ALP is education or training that is additional to, or different from, that made for others of the same age in a mainstream or further education setting.

An IDP is a legal document that describes a young person's ALN and details the outcomes they would like to achieve in the future and the learning provision needed to support them.

A young person is entitled to up to two years of further education and training.

What if a young person needs to access education and training for more than two years?

If they have already had two or more years, they may not have the reasonable needs to more.

However, if they need training which is more than two years then there are a few circumstances where the Local Authority may consider the request:

- If the programme of study is intended to last for more than two years from the beginning.
- If an extension is needed to a programme of study the young person is already undertaking.
- If the young person undertakes a course which didn't benefit them in a meaningful way or there is a significant change in their circumstances.
- An essential or substantial element of further education or training to meet their desired outcomes couldn't be delivered as part of previous training or education.
- There are other exceptional circumstances to suggest the young person hasn't received effective access to further education or training.

What is Transition Planning?

From year 9 onwards, exploring options and pathways for a young person post 16 is called 'Transition Planning'.

A meeting will be held with the young person, their families and professionals they work with, to discuss future plans the young person may have and what they need to accomplish them and who will provide the support required.

A transition key worker will be named on the plan that is developed to ensure it runs smoothly and help if problems arise. When a plan is complete, it will be shared with everyone who supports the young person including school or college, family, hospital or health services or social services.

The plan will be reviewed every year as part of a person-centred review process and then shared with people who support them. Until a person is 16, their parents or social services will decide if the plan can be shared and post 16, the young person themselves decide if they want to share it or if they want to continue to have a transition plan.

As time progresses, a young person's transition plan may indicate that the help of a transition social worker is needed. If they decide the young person needs support as they enter adult hood, the transition social worker will ask for a multi-agency decision to decide who will continue help plan for the young persons future when they are 18 years old. If a young person leaves education or feels like they no longer need support to plan for their future, they can ask that their plan is ceased.

When a young person is no longer of compulsory school age to the age of 25, there is no entitlement to continuous education or training or an entitlement to the provision of a young person's choice although their views will be taken into account.



What are the young person's desired outcomes?

When planning for the future with any young person, it is essential their views, feelings and future ambitions are considered. Their goals and desired outcomes need to be shared with the Local Authority when considering provision to meet their needs for education and training.

Some examples of desired outcomes are:

- Completing a vocational qualification
- Developing independent living skills
- Community participation
- Preparing for work
- Progressing to other education or training opportunities

There can also be a wider focus on desired outcomes including: developing social relationships, supporting emotional stability or developing other skills or qualities needed for adulthood.

Identifying a potential suitable programme of study to help the young person meet their outcomes

Once a young person has shared their hopes for their future (desired outcomes), a programme of study will be identified for the young person. Most mainstream schools and further education institutions can provide a suitable programme of study for a young person with ALN and these will be considered first. The LA will decide if the young person can study there and what additional learning provision is needed to enable them to access a programme of study.

Is it necessary for the LA to prepare and maintain or continue to maintain an IDP?

If an LA are not satisfied that a school or FEI would be able to secure the ALP the young person needs to undertake a programme of study, then they will prepare and maintain the IDP for a young person.

If it appears likely that the young person's reasonable needs for additional learning provision are unlikely to be met in a maintained setting, they LA may consider programmes of study at a specialist institution such as an Independent Special Post 16 Institution (ISPI)



Securing a placement for a young person with ALN at an independent Special Post 16 Institution (ISPI)

Ideally, all young people with an ALN should attend post 16 education and training in their locality in order to maintain ties with family, their local community and services. However, where the young person's needs are complex and no suitable provision is available locally, they may attend a special post 16 institution (ISPI).

A place at any ISPI will only be considered if it appears likely that a young person's needs for ALP can only be met in a specialist institution.

The process for securing a placement for a young person with ALN at an ISPI involves addressing the following questions:

- Does the young person have reasonable needs for education and training?
- What are the young person's goals?
- What provision/programme of study may be available which would be suitable to enable the young person to meet those desired outcomes?
- Is it necessary for the local authority to prepare and maintain or continue to maintain an IDP for a young person?

Residential Institutions

When deciding if board and lodging are required in order to meet a young person's needs for ALN, the LA will consider if the young person's needs can't be met in day provision. It would need to be proven that an essential part of their education or training can only be provided in a residential setting. The placement would also have to comply with regulatory standards for residential placements.

What happens when a young person is post 16 and beyond compulsory school age?

By the end of year 11, a young person should have had the opportunity to be travel trained. From September 2023, all young people will undergo an assessment to see if they are ready to undertake independent travel training.

For more information on travel training, contact the travel training team on traveltraining@cardiff.gov.uk



Post 16 Travel

Being able to independently access travel is an important part of developing a young person's resilience and independence. It will be discussed during transition review for many young people with ALN, especially if they will be transitioning to placements that require the use of public transport. There are a number of options that can provide support for a young person who needs it. These include:

- **Travel Training**

The Independent Travel Training Scheme (ITTS) aims to give pupils with Additional Learning Needs (ALN) the key skills and confidence to travel around the city independently, using public transport.

The scheme focuses on providing free one-to-one training to encourage pupils with additional learning needs to use public transport to travel to and from school.

- **Concessionary bus passes**

Many young people with ALN are entitled to a bus pass at no extra cost. Some train tickets can also be purchased at a reduced price with this pass.

- **Mobility Allowance**

If a young person has a Personal Independence Payment (PIP), there is a mobility allowance as part of the payment to help cover the cost of transport if the young person has mobility issues.

- **The Orange Wallet Scheme**

Aimed at young people with communication difficulties, the wallet uses words and pictures to communicate needs to transport staff across Wales. Staff are trained to recognise the wallets, which can be obtained from any library in Cardiff. Please see

<https://tfw.wales/info-for/passengers/accessible-travel/initiatives/orange-wallet-scheme>

Further information about travel if the young person doesn't qualify for a free bus pass, can be found on their college website which may help them to access financial support for travel.

If further support is needed:

A young person has the right to ask for an advocate if they would like some additional support throughout transition processes. To do this they can contact their school, college or social worker for one if needed.

A young person can also access help from a case friend or representative if they needed support with decision making. If something goes wrong, then support can be accessed from the Disagreement Resolution Service.

Further information can be found here: