



Students Living in Out-Of-Home Care

1. Purpose

The purpose of this policy is to ensure that students living in Out-of-Home Care (OOHC) situations are adequately identified and supported by the college.

2. Definitions

Out-of-Home Care (OOHC): a living arrangement for children and young people who cannot live in their family home.

There are four types of OOHC:

- Foster care: a child is taken into care by a foster carer who has been trained and approved to look after children.
- Kinship care: a child is taken into care by a relative or family friend allowing them to remain within the family or local network.
- Permanent care: a child is placed into the permanent care of an existing foster carer or kinship carer through the Family Court.
- Residential care: a young person is placed into a home staffed by carers.

Learning Mentor: In this document, the learning mentor will be referred to as the OOHC Coordinator. The person responsible for this role is the Student Wellbeing Advisor

Advisor: The teacher connected to the student through the college Pathway Program.

Deemed Enrolment: Students who are enrolled in the school, but are currently accessing St Luke's educational program.

3. Procedures

3.1 Enrolment

A student must be enrolled to the college without delay – any delay of more than one day must be endorsed by the DET Regional Director.

Accurate information regarding out-of-home care status is to be recorded in CASES21.

Dated: March 2017

Person Responsible: Student Wellbeing Manager

Endorsed by College Council: Not required

Review: Every 4 years

Bendigo Senior Secondary College: Department of Education & Training CRICOS Provider Code: 00861K

The Student Wellbeing Manager will be informed of the student's OOHC status.

3.2 Role of the Assistant Principal (Student Engagement and Wellbeing)

The Assistant Principal (Student Engagement and Wellbeing) will extract a list of students in OOHC arrangements through CASES21. This list will be distributed to the OOHC Coordinator, the Student Wellbeing Manager and the Wellbeing Coordinator.

3.3 Immediately after enrolment or the beginning of the school year

The OOHC Coordinator will make contact with student and carer.

The carer will be advised of their eligibility for the Education Maintenance Allowance.

The OOHC Coordinator will make contact with the person's previous school and ensure that there is transference of all relevant information including the Individual Education Plan.

Establish a student support group in the first week of the young person's enrolment or the first week that school returns. The support group should consist of:

- A member of the wellbeing team
- The case manager
- The Learning & Engagement Coordinator
- The student's advisor
- The carer of the young person
- The young person's parent/s (where appropriate)
- Any other relevant person

All parties will be notified of the identity of the student living in OOHC and the OOHC Coordinator will coordinate the role of each member, depending on the particular needs of the student.

3.4 Promoting Attendance and Engagement

Attendance is to be monitored by the Attendance Support Officer and the Learning & Engagement Coordinator. Contact is to be made to the carer if a student reaches four unapproved absences. A recommendation for further support from MIPs or Wellbeing may be required at this point.

3.5 Supporting Achievement

The student's pathway advisor will ensure that the student's Individual Education Plan is regularly reviewed and that this is provided to a new school if relevant.

The OOHC Coordinator will make a referral to Student Support Services for an Educational Needs Assessment if the OOHC Coordinator deems this to be advantageous.

Unless:

- a student has had ENA within the past 2 years.
- they already receive funding and it is part of the Student Support Program.

Dated: March 2017

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- They do not want an ENA to go ahead, respect this and revisit each term.

The OOHC Coordinator will facilitate access to appropriate services and programs to support the learning and wellbeing of the child or young person.

3.6 School Retention

The student's program will be carefully selected to reflect the student's individual needs and interests.

The student's attendance will be monitored by the student's advisor and coordinator.

The college will follow appropriate process regarding the suspension or expulsion of a child or young person as outlined in BSSC Rights and Responsibilities policy.

An additional meeting of the Student Support Group will be called when suspension or expulsion is under consideration for a child or a young person in out-of-home care.

DET will be informed in advance in all cases where expulsion of a child or young person is being considered.

OOHC Coordinator will request that MIPS follow up post-BSSC destinations and the Student Manager will inform the DET Regional Director and DHS of any new school, education or training placement if this occurs prior to them competing Year 12. A copy of the student's exit forms and additional information will be faxed to DET Student Wellbeing & Engagement Officer.

Dated: March 2017

Person Responsible: Student Wellbeing Manager

Endorsed by College Council: Not required

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