



# Documented education plans

Education makes a vital contribution to the development and wellbeing of children and young people. It also plays a significant role in a child or young person's ability to access future employment and life opportunities.

Children in the care of the Chief Executive Officer (CEO) of the Department for Child Protection often have unique educational needs, and meeting those needs requires planning and support.

To help promote the educational participation and performance of children in care, protocols have been agreed to between the Department for Child Protection and the:

- Department of Education and Training
- Department of Education Services
- Catholic Education Office of Western Australia
- Australian Independent Schools Association of Western Australia.

The intention of these protocols is to ensure that every child in care enrolled in a public or private school has an individualised Documented Education Plan.

## What is a Documented Education Plan?

A Documented Education Plan is a document developed by the child's school in partnership with the Department for Child Protection.

The Plan outlines the agreed strategies that will be undertaken in order to meet the educational needs of a child or young person in the CEO's care. This plan informs the education component of the child's overall care plan.

The development of the Documented Education Plan should involve key people relevant to the child's success – like the child's case worker, teacher and carer(s) – as well as the child or young person, where appropriate.

A meeting of all key people, sometimes called a school case conference, takes place for everyone to contribute to the development or review of a Documented Education Plan.

A Documented Education Plan should:

- outline a meaningful and realistic educational program
- be appropriate to the child's age and developmental level
- clearly outline individual and shared responsibilities
- focus on the child's potential to achieve positive educational, social and behavioural outcomes
- be a record of regular assessments and evaluation of the child's progress
- aim to ensure that the child keeps attending school
- be reviewed at least once each year.

## What are the responsibilities of the Department for Child Protection?

The Department for Child Protection is responsible for:

- advising the child's school that the child is in the care of the CEO
- providing the school with any relevant information about the child's needs and care arrangements
- participating in the school case conference.

While the child's school is responsible for developing the Documented Education Plan and arranging for all key people to meet, the Department for Child Protection's Field Worker will play a role in supporting the plan.

## What is the carer's role?

Providing day-to-day care for a child or young person means that foster or relative carers are often in the best position to provide advice about a child's educational needs.

Carers will be invited to be key participants in developing and implementing a Documented Education Plan. However, it is recognised that carers may choose different levels of participation depending on their individual circumstance.