

# Information for parents/ carers on the 14-16 Provision at SGS College

This outlines the provision at SGS College for 14- and 15-year-old learners (equivalent Year 10 & 11).

## Early College Placement – SGS Flex

If your child is on-roll, the school must apply for and fund an Early College Placement (ECP) on an **SGS Flex** course. You cannot apply directly and transfer from school to college. You will need to discuss this option with school and ask them to contact the 14-16 Manager. **These courses are part-time.** The school will retain overall responsibility for your child's education. If your child is currently Year 9 and in Gloucestershire, you could apply to SGS Create, which is a separate KS4 school provision at the Stroud Campus: [www.create.sgscol.ac.uk](http://www.create.sgscol.ac.uk)

## Elected home educated

If your child is not on-roll with a school and is home educated, you can apply to college directly and infill into wider college courses. To qualify as **Elected Home Educated (EHE)**, you must be off-rolled from school and registered as home educated at least 6 months prior to the course start date (by March of that year for a September start). The college only has a September intake.

A course at college can make up part, but not all of your child's statutory hours, so they remain as home educated with the parent/carer retaining overall responsibility for their education and wellbeing the rest of the week. Courses can be from 2-hours up to 3-4 days per week.

**Home educated learners with an EHCP** need to approach the Local Authority (LA) to see if they will fund a placement and issue a consult to SGS College. The college will only be able to offer a place if they can meet the provisions and outcomes on the EHCP. Choosing to electively home educate means that the LA no longer has a legal duty to secure any special educational provision which was specified in the child's EHC plan, because the parents are deemed to be making their own suitable alternative arrangements.



## Safeguarding

Please read the document: **Expectations, Rules and Conditions.**

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## Application Process

1. Liaise with the 14-16 Manager to discuss the learner, eligibility and suitable courses.
  2. Parent to complete a Student Profile Form
  3. A meet & greet will be organised to discuss the college and course with the learner and a parent/carer. The course tutor or someone from the department may also attend.
  4. Once application submitted – learners may be asked to complete initial assessments for entry onto some courses or to attend a department interview. This helps ensure they are applying for the correct level and course.
  5. If all parties are happy, an offer will be sent confirming a place on the course
  6. From April onwards, all applicants will be enrolled on a college 'Prepared' course so they can start working through activities in preparation for starting college in September
  7. Departments will run taster or link sessions for all applicants before the summer break, so learners can visit the college and try out the course
  8. Learners are enrolled on the course to start in September. All courses have a two-week induction and five-week probationary period.
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## FAQs

### **Will I receive funding from the Local Authority to help with educating my child?**

By electing to home educate your child, you will have chosen to accept full financial responsibility for their education. You will have to provide any books, equipment and other materials fees and are responsible for transport and lunches. There is currently no financial assistance from either central government or the Local Authority to assist families who choose to home educate. Bursaries at college are only available to those post-16.

- **Materials Fees** - There are **no course fees**, as home educated learners are funded through the Skills Funding Agency. Some courses have **materials fees**, which vary by department (circa £50-£250 per year). Parents of Pre-16 EHE learners are liable for this fee.

## What if a pre-16 can't continue on the course?

The first few weeks of the course in September will be used to assess if you are on the right course. If not, you may be moved up or down a level or advised to switch to another course.

Departments set their own expectations regarding attendance and engagement. If a learner, of any age, does not meet these expectations during the 5-week probationary period, they will not be able to continue on the course. Pre-16 learners must demonstrate they are ready for a college environment to be able to continue.

If a pre-16 does not continue at college past the probation period, or is unable to continue with the course at any point in the year, they will return to school (ECP) or the responsibility of a parent/carer (EHE). The local authority's home education team may be informed of this.

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## Should I elect to home educate?

If your child is currently on-roll with a school, your decision to home educate should not be based on whether the young person is then likely to attend college. College does not replace school and does not have a statutory responsibility to provide suitable education to a pre-16, as a school would (apart from the SGS Create provision). Your decision is whether to keep your child in statutory education, or choose to electively home educate (whether this includes college after 6 months, or not).

The college cannot advise on home education. Before making any decisions and to find out all your options, we suggest speaking with your local authority's education inclusion team:

- Education Welfare Officer at Bristol Education Service: Tel 0117 3521438
- Education Officer in the South Glos Education, Learning & Skills Division: Tel 01454 86 3380
- Gloucestershire Education Inclusion Service: 01452 328199

For more information on home education: **Educating your child at home - GOV.UK** ([www.gov.uk](http://www.gov.uk))

