



Llywodraeth Cymru
Welsh Government

Personal education plans for children looked after

Tell us what you think about our new guidance for
schools and councils.



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About this booklet



We are the Welsh Government.

We have created guidance for schools and councils on how to use personal education plans (PEPs) in the best way to support children who are looked after.

If you are looked after, you live away from your parents because a court says you need extra support and protection. You might live with foster carers, relatives, or in a children's home.

We want to tell you about the guidance and then ask you some questions to get your views.

Please send us your answers by 1 December 2025.

This document has been written to be easier for young people to read. You can read it on your own or with someone you trust, like a teacher, carer or social worker.

This document is available in Welsh.

What a personal education plan is

If you are a child looked after, you must have a personal education plan (or PEP). This is part of your care plan.

A PEP shows how your education is going, what support you need and your hopes for the future.

It keeps important information about your learning and progress.

It shows:

- How things are going at school or college.
- Your goals and hopes for the future.
- What you like and do not like about school.
- What helps you learn best.
- What support would help your wellbeing. This is how good you feel about your life and yourself.
- Your hobbies and interests.
- How carers help you with your education.

Your rights

The United Nations Convention on the Rights of the Child (UNCRC) is a list of rights all children and young people have. It says:



Article 28 - You have a right to education.

Article 12 - You have the right to give your opinion and for adults to listen and take it seriously.



What is in the guidance

We want to make things better for children and young people who are looked after.

This guidance is for schools and councils to help them support you better.

When writing this guidance, we asked children, young people, and councils what they thought.

Your voice matters

You should be part of decisions about your life and education. **The guidance says:**

- You have the right to share your views in your PEP.
- Schools must listen to your views when planning support for you.
- An adult you trust should help you share your views.
- A PEP meeting is your chance to say how things are going and what support you need.
- You can go to the PEP meeting or ask an adult to speak for you.

Your well-being

How you feel affects how you think, learn and act.



The guidance says schools should:

- Understand your emotional and social needs. Like what you need to be happy and calm.
- Know how to support those needs.
- Help you feel safe, happy and able to do well.

Changing the PEP

You might need different support at different times. That's OK.

The guidance says your PEP should be updated regularly. Especially if something big changes, like:

- Moving to a new home.
- Changing school.

If you change school, your PEP should help your new school understand what support you need to settle in and do well.

Your future after you turn 16

While you are still at school, you will be asked about your plans for after you are 16.

The guidance says you should get the right support and information to help you make those choices.

If you stay in school or education, you will still get support planned through your PEP.

Who helps with your education

There are adults whose job it is to help you with your learning. **The guidance says** how they should do this.

Designated teacher

A special teacher at your school who makes sure you get the right support and have a PEP. They talk to your teachers about how you are doing.

Additional needs coordinator

A teacher trained to help children with additional learning needs who need extra help to learn. They make a plan called an individual development plan, that shows what support you get and your goals. This plan should be part of your PEP.

Virtual School Head or Looked After Children Education Coordinator

Someone who works for your council to help you get a good education. They support your school with your PEP to give you what you need.

Outside school, you can get help from your:

- Social worker.
- Foster carer.
- Independent Reviewing Officer.
- Personal adviser – if you are over 16.



Where councils and schools can get support

The guidance says where councils and schools can get help or information. This includes:

[The Fostering Network Wales](#) — Supports foster carers and professionals.

[Voices From Care Cymru](#) — Supports children and young people who are in care now or were in care before.

[Tros Gynnal Plant \(TGP\) Cymru](#) — Supports children, young people and families in Wales.

[National Youth Advocacy Service \(NYAS\)](#) — Supports children and young people to speak up or attend meetings.

Have your say

Now we want to know what you think about our new guidance for councils and schools on PEPs.



[If you want more detail, you can read the full consultation document here.](#)

How to send us your answers

Email:

EquityinEducation@gov.wales

Post:

Attainment – Equity in Education Branch
Equity in Education Division
Education Directorate
Welsh Government
Cathays Park
Cardiff
CF10 3NQ



Please send us your answers by 1 December 2025.

Questions

Please answer these questions. You do not have to answer all of them.



1. Do you think that the PEP guidance will help councils and schools improve the PEP process for children looked after?

Yes

No

Don't know

Comments:

2. Do you think that the guidance covers everything needed to help councils and schools improve the PEP process?

Yes

No

Don't know

Comments:

3. If you said No for question 2, what else should we add to the guidance?

Comments:

4. Do you think that the guidance will help keep children at the centre of the PEP process?

Yes

No

Don't know

Comments:

5. Are there other support organisations that should be included in the guidance?

Comments:

6. How do you think this guidance might affect the Welsh language?

Comments:

7. What could we do to reduce bad effects on the Welsh language and increase good ones?

Comments:

8. Is there anything else you want to tell us about the PEP guidance or how children looked after are supported in school?

Comments:

About you

9. How old are you?

10. What town do you live in?

Thank you for taking part, your views are important.



How we use your information

We follow UK data laws to keep your information safe.

Your answers might be seen by staff or organisations to understand what people think.

We usually write a report about what people say, but we will not use your name.

You have rights about your information, you can:

- Ask what information we have about you.
- Ask us to fix mistakes in the information.
- Ask us not to use your information in some cases.
- Ask us to delete your information in some cases.
- Complain if you think we are not following the rules.

If you want to know more, contact:

Data Protection Officer
Welsh Government
Cathays Park
CARDIFF
CF10 3NQ

Email: DataProtectionOfficer@gov.wales

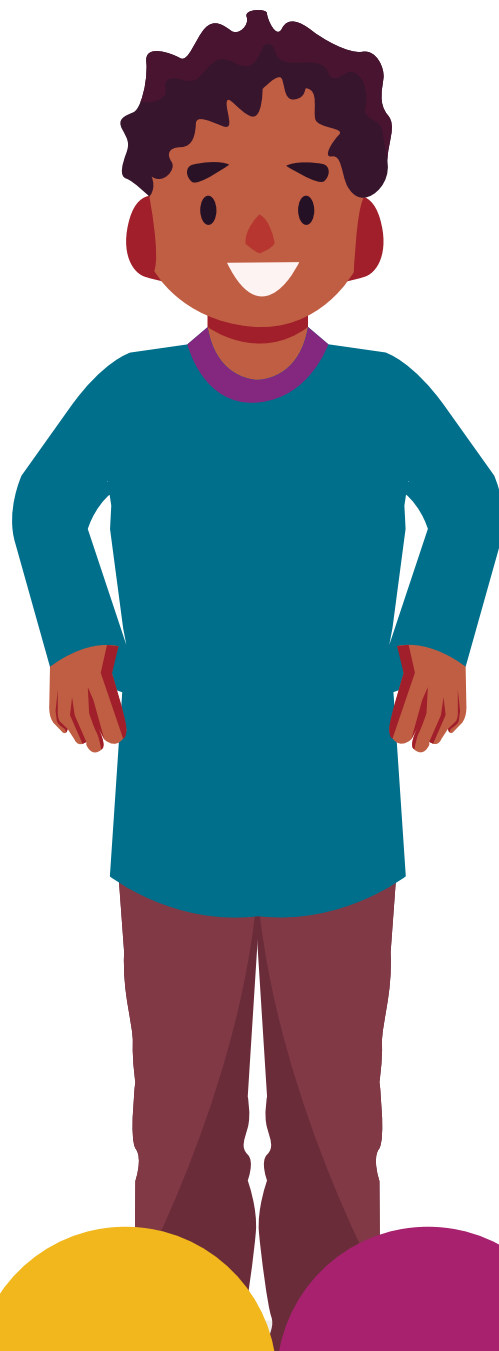
Or contact the Information Commissioner's Office:

Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Phone: 01625 545745 or 0303 123 1113

Website: www.ico.org.uk

This document was made by [Easy Read Wales](#).



Where you can get support

If you are worried about yourself, or someone you know, you can contact one of these organisations:

childline

Childline — Childline is open 24 hours a day and 7 days a week. You can contact Childline about anything, anytime. No problem is too big or too small.

Call: 0800 1111



Meic — Meic is the helpline service for children and young people up to the age of 25 in Wales.

Call or WhatsApp: 080880 23456

