

## Introduction

The delivery of the 2021/2022 Core Pupil Profile (CPP) and Core Pupil Meeting (CPM) was impacted by the COVID-19 pandemic, where in-school delivery was prohibited in some schools. This summary document aims to provide an insight into the adaptations made to this delivery cycle in the face of COVID-19, along with areas of good practice and future recommendations.

### Learning Outcomes:

This is the first opportunity for LIFT OFF team members to meet with Core Pupils on a one-to-one basis, the aim of which is:

#### LIFT OFF:

- Build trusting relationships
- Ascertain academic level / subjects taken
- Provide information, advice, and guidance where possible

#### Pupils:

- Identify strengths / qualities / skills
- Identify post-school aspirations
- Identify areas for improvement
- Discuss any difficulties / worries or concerns
- Establish short- and long-term goals

## Context

The following Tier 1 schools were offered S4 Core Pupil provision in AY 2021-22:

Fife	Dundee	Angus
Beath High School	Baldrigon Academy	Arbroath Academy
Glenrothes High School	Braeview Academy	
Glenwood High School	Craigie High School	
Kirkcaldy High School	Morgan Academy	
Levenmouth Academy	St. Johns RC High School	
Lochgelly High School	St. Pauls RC Academy	
St. Columbas RC High		
Woodmill High School		

\*Schools highlighted in green requested virtual delivery.

## Recruitment/Engagement

Overall S4 Core Pupil recruitment for Tier 1 schools AY 21-22 shown below:

### Fife

School	Max Core Pupil	Actual Core Pupil	Percentage of uptake (%)
Beath High School	30	15	50%
Glenrothes High School	20	9	45%
Glenwood High School	20	22	110%
Kirkcaldy High School	30	0	0%
Levenmouth Academy	30	8	27%
Lochgelly High School	20	12	60%
St Columbas RC Academy	25	16	64%
Woodmill HS	30	6	20%

## Dundee and Angus

School	Max S4 Core Pupils	Actual S4 Core Pupils	Percentage of uptake (%)
Arbroath Academy	20	4	20%
Baldrigon Academy	20	8	40%
Braeview Academy	15	14	93%
Craigie High School	15	11	73%
Morgan Academy	25	17	68%
St Johns RC High School	25	6	24%
St Pauls RC Academy	20	10	50%

## Overall Uptake AY 2021-22

Area	Max S4 Core Pupils	Actual S4 Core Pupils	Percentage of uptake (%)
Fife	205	88	43%
Dundee and Angus	140	70	50%
<b>Total</b>	<b>345</b>	<b>158</b>	<b>46%</b>

Recruitment is **down 58** from last year's intake of **216 S4 Core Pupils**, a **decrease of 15%**.

### Previous recommendations AY 2020-21:

- Continue to use Microsoft Forms to create an electronic form sent to Core Pupils.
- Send link to form in an email to both personal and GLOW email accounts for pupils.
- Consider permanently moving the S4 CPP provision to earlier in the year.
- Streamline form to ensure key areas are covered.

- A hybrid model containing the most successful elements of digital delivery and in-person meetings.
- Create a bank of resources to ensure consistency of follow-ups.
- Continue to gather pupil feedback to ensure we are being inclusive; resources are accessible, and content is appropriate, and pupil centred.

## COVID-19 Adaptations

Based on previous programme evaluation recommendations and due to the COVID-19 pandemic, the following adaptations were made to the S4 Core Pupil Profile delivery:

- An S4 resource page was created using WordPress, to ensure consistency of information provided, which can be found [here](#).
- Engagement was moved to earlier in the Academic year to October/November.
- Meetings were offered in school or via telephone/Microsoft Teams to increase accessibility.
- Scheduling was flexible to accommodate local restrictions.
- The Core Pupil Profile was streamlined, which can be found [here](#).
- Power automate was used to streamline CPP response and increase efficiency.
- Text reminders and social media was used to increase engagement.
- Microsoft Teams was not used as a platform for engagement with Core Pupils.

## Method

All resources for CPP/CPM AY 21-22 can be found in LIFT OFF/S4 CPP channel in Microsoft Teams [here](#).

Initial contact was made to all contacts at Tier 1 schools to establish whether in school delivery was viable for this academic session. ([CPP School Delivery AY 21-22](#))

A separate spreadsheet was created to schedule and monitor engagements and attendance. ([CPP Spreadsheet AY 21-22](#))

Emails were sent to all S4 Core pupils in October with a link to the [CPP Form 21-22](#) with a collective submission date.

An automated response was created using Power Automate to notify pupils of their submission, and a link to the [S4 Resource Page](#) to explore.

Submitted responses were saved and used as discussion points at individual meetings, coinciding with use of the [S4 Resource Page](#) to implement discussion points.

Pupils were allocated 10-minute meetings with development workers in school to discuss post school aspirations and options.

Postcards and pencils were distributed at 1-1 meetings to encourage identification and ownership of goal setting.

Pupils in receipt of virtual delivery were contacted individually by cluster leads offering input via phone or Microsoft Teams. Doodle Poll was used to manage time and availability of slots.

Mail merge was used to create permission slips for pupils to access CPM during class time.

Timings and resources were also sent to contact teachers via email in advance of engagement to minimise disruption.

## Output

Of the fourteen Tier 1 schools, eleven received in-school engagements, with Core Pupil Meetings held in person on Campus. Three schools requested virtual delivery: Levenmouth Academy, Glenrothes High School, and Arbroath Academy. Due to staff absence and ~~COVID~~ restrictions, Kirkcaldy High school were unable to facilitate engagement for [S4](#) recruitment this delivery cycle.

Of the 158 S4 Core Pupils on the programme, 135 completed CPPsS – an engagement rate of 85%. This is an increase of 21%, from last year's participation rate of 64%.

Full CPP responses can be found [here](#).

- A total of 121 Core Pupil meetings were carried out.
- 9 Core Pupils received virtual CPMS.
- 112 Core Pupils received in person CPMS in school.
- 78% of S4 Core Pupils received a Core Pupil Meeting.

Initial tracking questions were also sent to Core Pupils with 78 of 158 pupils responding, a response rate of 63%. The results of which can be found [here](#).

## Discussion

Engagement rate for Core Pupil Profile submission has risen to 85% in comparison with AY 20-21 with an engagement rate of 64%.

A total of 121 Core Pupil meetings were carried out, 9 of which were carried out virtually, and 112 in person.

74% of Core Pupils received a CPM.

Schools that requested virtual delivery had overall lower recruitment and engagement rates. This suggests that in person delivery in school is the most effective form of engagement for pupils.

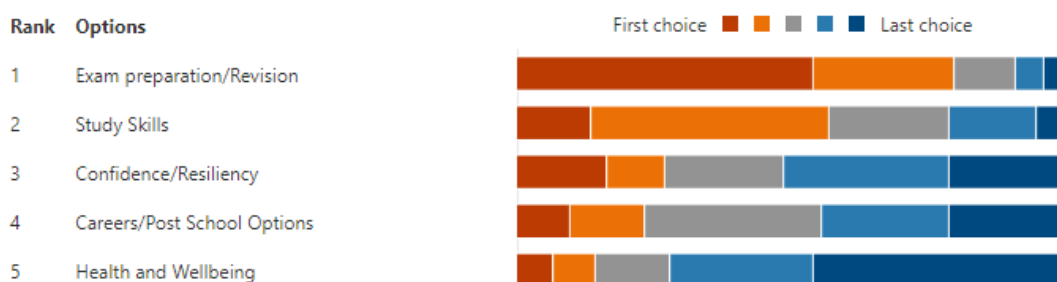
Results could be reflective of the changing COVID landscape with varying restrictions in Local Authorities allowing for mostly in school delivery this cycle.

As with previous years, pupils highly scored the need for exam preparation support and study skills.

Figure 1: Q. 29 CPP response

29. Which of these areas do you think you might like to work on?

[More Details](#)



## Recommendations

The following recommendations have been made from [S4 CPP Staff Feedback - AY 21-22](#) , overall output and Core Pupil response:

- In school delivery where possible to establish relationships with Core Pupils.

- Develop [and signpost](#) further resources to support exam preparation and study skills.
- Incorporate CPP response into future planning, e.g., S4 Campus Event.
- Remove 'other' from qualification questions on CPP.
- Analysis of effectiveness/engagement of S4 resource page in future cycles.
- Even distribution of workload amongst DWs.