**London Borough of Newham**

1. **Procurement Title:** Education, Employment & Training (EET) Tracking & Monitoring Services

We would like to hear from potential providers interested in delivering these services. By completing the form below by midday on **21/04/2023.** The Council wishes to undertake a soft market test to understand if there are providers who are suitability qualified with relevant experience to provide the service outlined in the Prior Information Notice. The Council welcomes a response to the questions outlined in this Form.

Market engagement meetings or events may be held subsequent to this deadline.

This is not an invitation to tender and the responses received on this form will not be evaluated. Any response provided will not be treated as commercially confidential.

Please complete and return this registration form to **Alison.Arnell@newham.gov.uk** by **21/04/2023.**

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| --- | --- |
| Name of your Organisation |  |
| Address |  |
| Name of Key Contact |  |
| Position |  |
| Email |  |
| Phone Number |  |
| Is your organisation a: | * Private Sector * Local authority * Social Enterprise * Charity * Voluntary Community Sector/Third Sector * Other |
| Please provide a short introduction to your organisation (150 words max.) |  |
| Does your organisation have at least 24 months’ experience of providing an Education, Employment & Training (EET) Tracking and monitoring service - collecting information identifying young people (YP) who are not participating in education, employment or training (NEET) or at Risk of NEET. In accordance with Section 68 of ESA 2008 and EA 2011. Ensure all 16-18 year olds receive a suitable place offer. Support schools, 14-19 alternative provisions, including the Pupil Referral Unit (PRU), with destination measures for key stages 3/4 including updating the Client Caseload Information System (CCIS). | Yes/No |
| If your response is ‘yes’ to the above, then please outline in 500 words about your experience  **Include in your response but not limit to;**  - details of where you have provided an Education, Employment & Training (EET) Tracking & Monitoring Services?  - details of the number of suitably trained staff with appropriate skills and competencies employed by your organisation for the EET tracking service?  -The methods and systems you have in place to track and monitor the cohort (years 12 to 13) to confirm activity details and maintain currency status?  -details of, and the ways in which you have worked with key local authority teams to obtain and update information on YP’s activity? | Yes/No |