

Intended Destinations

Recording a young person's Intended Destination in Insight.

What is an Intended Destination?

The name itself gives you a clue as to what Intended Destinations are all about.

'The Intended Destination is where the young person **intends** to be following the completion of compulsory education'

CCIS Requirements 2008-9

It is, in essence, what the young person wants to do next after they have left school. The Intended Destination is a mandatory field and must be reported to the DCSF.

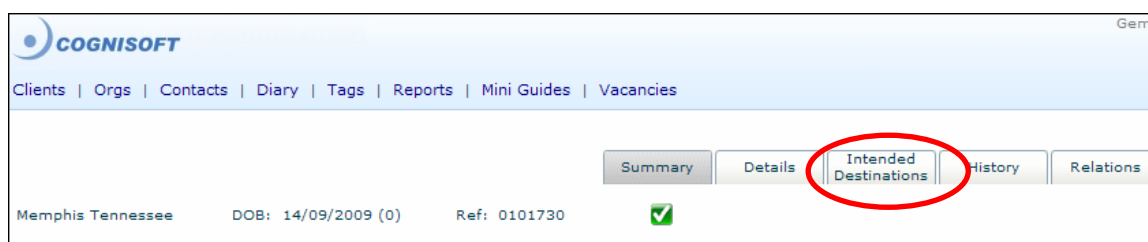
This, in effect, means that all PA's working with young people have a responsibility to record an Intended Destination for that young person.

Recording an Intended Destination

Recording an [Intended Destination](#) is done within the [Client](#) screen.

Click on the [Clients](#) link to open the search screen and locate the young person you wish to record the [Intended Destination](#) for.

Once you have the young person's [Details](#) page open, you need to click on the [Intended Destinations](#) tab (circled below in red).



This will open up the [Intended Destinations](#) screen.

If there is already an [Intended Destination](#) recorded for the client it will show in this screen as below.

Memphis Tennessee DOB: 14/09/2009 (0) Ref: 0101730

Current Intended Destinations


Description	Notified	Date End	Current	YearGroup	Choice	Entered By	Up	Down
College (2)	01/10/2009	31/08/2010	Yes	11	1	Gemma Instrall	↑	↓

Let's have a look at what each of the fields on the [Intended Destination](#) page means:

Description

This field tells you what the destination is i.e. what it is the young person wants to go on and do. The list is set by the DCSF and descriptions of what each of the categories means can be found in the CCIS Requirements 2008-9 document produced by the DCSF or in the CCIS Dictionary produced by the IYSS Information Team.

Notified

This is the date that you were notified of the destination. You can either type into this box using the format ****/**/****** or you can use the calendar icon  next to the box to select a date.

Date End

This would be the date that you would expect them to be in the activity until. If the [Intended Destination](#) is a college course, it would be the end date of the course.

What if their Intended Destination is something without a definite end date?

If the destination is something without a definite end date, you can use the [currency rules](#) to help you to record an end date.

For example, if the young person has a job lined up for when they leave school, you can set the Date End for 12 months after the date you record the destination. 12 months is the minimum suggested follow up time for a young person who has left full time education and is in employment.

Current

This shows you whether the destination is current or not. An [Intended Destination](#) that is still within the dates specified will read as **Current**.

YearGroup

This is the current Year Group that the young person is in and NOT the one they are about to move into. If you are in any doubt, if you look on the client [Details](#) page and scroll down to where the [School](#) fields are, just underneath is the [Tutor Group](#). This will tell you the current Year Group of the young person.

Choice

This indicates whether the listed [Intended Destination](#) is their first or second choice. It is possible that a young person may have more than one [Intended Destination](#) as it may be dependent on GCSE results, for example. Hence, with this field you can indicate all the choices and show them in order of preference.

Entered By

This shows which PA entered the [Intended Destination](#).

To record a new [Intended Destination](#), click on the list of destinations and choose the appropriate destination from the drop down list.

Summary

Record the [Notified](#) date using the calendar function or by typing directly into the field. Record the [End Date](#) in the same way.

Select the correct [YearGroup](#) from the drop down list. (If you are in any doubt what the young person's current [Year Group](#) is, look on the clients [Details](#) page below the [School](#) fields).


Select the [Choice](#) from the drop down list and then finally click the [Save](#) icon.



The Intended Destination will then show on the page.

Amending an Intended Destination

It is possible to amend an Intended Destination that is already on the system and has been entered by someone else.

At the side of the page is an icon which looks like a pen and  paper. This is the [Edit](#) icon











and if you click this it will open up the [Intended Destination](#) for editing as shown below.

Memphis Tennessee DOB: 14/09/2009 (0) Ref: 0101730

Summary Details **Intended Destinations** History Relations Notes Plan Benefits Quails

Current Intended Destinations

	Description	Notified	Date End	Current	YearGroup	Choice	Entered By	Up	Down	
 	55121 College	01/10/2009 	31/08/2010 	Yes	11	1	9538			 

Any of the fields in the page can now be altered. Clicking the [Save](#) icon (circled above in red) will amend the record and will also change the [Entered By](#) field to show who has updated the destination.



'The Intended Destination is aimed to help personal advisors prioritise caseloads in order to maintain contact with the young people and to inform local planning, for example in monitoring the September Guarantee with the LSC. DCSF will share this information with the LSC nationally on a regular basis it is therefore vital that this information is recorded as accurately as possible.'

CCIS Requirements 2008-9