


<p>Looked After and Previously Looked After Children Policy</p>	
<p>DATE OF ADOPTION: January 2021</p>	
<p>DATE OF NEXT REVIEW: January 2022</p>	
<p>TO BE REVIEWED BY: Learning and Well-being Committee</p>	

Aims

To promote the educational achievement and welfare of Looked After Children (LAC) and Previously Looked After Children, in line with Designated Teacher for Looked After and Previously Looked After Children: Statutory guidance on their roles and responsibilities (February 2018)

<https://www.gov.uk/government/publications/designated-teacher-for-looked-after-children>

The Name of the Designated Teacher for Looked After Children:

- Mrs Vicky Stables (SENDCo)

The Role of the Designated Teacher for Looked After Children

Within School Systems:

- To ensure that all staff, both teaching and non-teaching, have an understanding of the difficulties and educational disadvantage faced by Looked After Children and previously Looked After Children and understand the need for positive systems of support to overcome them;
- To inform members of staff of the general educational needs of Looked After Children and previously Looked After Children, and to promote the involvement of these children in school homework clubs, extra-curricular activities, home reading schemes, school councils etc.
- To act as an advocate for Looked After Children and previously Looked After Children;
- Ensure all records and communication are securely held in line with the school's and Virtual School's data protection policy;
- To develop and monitor systems for liaising with carers, Children's Services, the Virtual School and other external agencies;
- To ensure all relevant education and care information is available to relevant school staff and carer(s), and that this information is kept up to date;

- To monitor the educational progress of Looked After Children and those previously Looked After in order to inform the school's improvement plan and inform governors of the progress of Looked After Children and previously Looked After Children;
- To ensure there is appropriate pastoral support for Looked After Children and Previously Looked After Children
- To intervene if there is evidence of individual underachievement or an attendance issue.
- To oversee the deployment of staff targeted to support Looked After Children and previously Looked After Children

Work with Looked After Children:

- To enable the child to contribute to the educational aspects of their care plan;
- To help ensure that each pupil has an up-to-date and appropriate Personal Education Plan;
- To act as an advocate and to provide additional support, where appropriate

Liaison:

- To liaise with the Designated Safeguarding Lead and Deputy Designated Safeguarding Lead(s);
- To liaise with the Special Educational Needs Coordinator (SENDCo), where appropriate (not applicable where the Designated Teacher is also the SENDCo)
- To help co-ordinate education and Looked After Children review meetings, so that the Personal Education Plan can meet the needs of the individual pupils
- To attend, arrange for someone else to attend, or to contribute in other ways to Looked After Children termly reviews and 6-monthly Statutory Reviews;
- To be the named contact for colleagues in Children's Services and the Virtual School;
- To ensure the effective transfer of information between agencies and individuals;
- To make referrals to other agencies for support, advice or assessment, where appropriate.

Training:

- To develop knowledge of the Virtual School's procedures by attending training events and Designated Teacher forums;
- To cascade relevant training to school staff as appropriate;
- To hold Level 3 Child Protection training and attend refresher training at least every two years.

The role of the named Governor for Looked After Children and previously Looked After Children

The named governor along with the Designated Teacher will report to the Local Governing Body and include information regarding:

- the attendance of pupils as a discrete group, compared with other pupils;
- the impact of the Pupil Premium +;
- current and previous progress and attainment;
- the level of fixed term/permanent exclusions, if appropriate;
- pupil destinations, where appropriate.

The named governor should be satisfied that the school's policies and procedures ensure that Looked After Children and previously Looked After Children have equal access to:

- the national curriculum;
- additional educational support;
- pastoral support;
- extra-curricular activities, inc. residential and out-of-school visits.

The name of the Governor(s) with responsibility for Looked After Children and previously Looked After Children is: **Simon Barnes**

Responsibility for Looked After Children and previously Looked After Children in school

It is important that all teachers who support Looked After Children and previously Looked After Children are aware that the child is or was LAC. The responsibility for the transfer of this information should be that of the Designated Teacher for Looked After Children and/or the Designated Safeguarding Lead.

In addition, it is appropriate for support staff, i.e. admin staff, teaching assistants, pastoral assistants and meal time assistants to have knowledge that the child is Looked After or previously Looked After when directly involved in their support and care.

In the absence of the usual class teacher, some information regarding the child's circumstances should be shared with the adult covering the class. The extent of this sharing should be determined by the Designated Safeguarding Lead or the Designated Teacher for Children Looked After.

Admission Arrangements

On admission, records (including the PEP) will be requested from the pupil's previous school and a meeting will be held with carer/social worker/key professionals and Designated Teacher for LAC. A date will be agreed upon for a new Personal Education Plan within 20 days of starting a new school. An appropriate school induction will take place, depending on the individual needs of each child.

Involving the Child

It is important that Looked After Children are aware that information is being recorded regarding their personal circumstances. How this is shared with them clearly depends on their age and understanding. The explanation should emphasise that the school, the social worker, and their carer(s) are working together to promote their education and well-being.

Communication with Other Agencies

Schools should ensure that a copy of all relevant reports are shared with the young person's social worker in addition to the foster carer(s). These are also available for the Virtual School, if appropriate.

Children's Services, the Virtual School and school will also need to share information between formal review meetings if there are significant changes in the child's circumstances, e.g. if school is considering an exclusion, there is a change of care placement or there are significant attendance issues.

Assessment, Monitoring and Review Procedures

Looked After Children will have a Personal Education Plan (PEP) that the Designated Teacher at school takes a lead in developing, alongside the class teacher. This will identify specific areas of concern and include SMART targets. It will also identify how the Pupil Premium + will be used and how to monitor its impact. Areas for consideration will include:

- Attendance;
- Attainment;
- Social and emotional needs;
- Behaviour;
- Homework;
- Involvement in extra-curricular activities;
- Special Educational Needs and/or Disability;
- Targets (short and long term development of skills, knowledge or subject areas and experiences)

The PEP will be updated termly and submitted to the Virtual School in a timely manner following a PEP meeting.

The named governor will report to the Local Governing Body in conjunction with the Designated Teacher and Designated Safeguarding Lead on the progress of all Looked After Children and previously Looked After Children.

Monitoring of the policy for Children Looked After and previously Looked After Children

The policy will be reviewed annually by the Designated Safeguarding Lead and Designated Teacher for Looked After Children.