



## Designated Teacher for Looked After Children Policy

Signed:	Hazel Simmons
Position:	Headteacher
Chair Of Governors	Tim Coulson
Signed	<i>T. J. Coulson</i>
Date Agreed:	January 2020
Next Review:	October 2021

## Objectives

To promote the educational achievement and welfare of looked after pupils

## Aims

The aims of the school in relation to looked after children are to:

- ensure that school policies and procedures are followed for LAC as for all children
- ensure that all LAC have access to a broad and balanced curriculum
- provide a differentiated curriculum appropriate to the individual's needs and ability
- ensure that LAC pupils take as full a part as possible in all school activities
- ensure that carers and social workers of LAC pupils are kept fully informed of their child's progress and attainment
- ensure that LAC pupils are involved, where practicable, in decisions affecting their future provision.

## Who are our Looked After Children?

Under the Children Act 1989, a child is looked after by a local authority if he or she is in their care or provided with accommodation for more than 24 hours by the authority. They fall into four main groups:

- children who are accommodated under a voluntary agreement with their parents
- children who are the subjects of a care order (section 31) or interim care order
- children who are the subjects of emergency orders for their protection
- children who are compulsorily accommodated – this includes children remanded to the local authority or subject to a criminal justice supervision order with a residence requirement

The term '**in care**' refers only to children who are subject to a care order by the courts under section 31 of the Children Act 1989 - they may live with foster carers, in a Children's home, in a residential school, with relatives or with parents under supervision. Children who are cared for on a voluntary basis are '**accommodated**' by the local authority under section 20 of the Children Act – they may live in foster care, in a Children's home or in a residential school. All these groups are said to be '**Looked After Children**' -LAC. They may be looked after by the local authority or may be in the care of another authority but living locally.

## Admissions

The school recognises that looked after children are an 'excepted group' and will prioritise Looked after Children in the school's over subscription criteria

Due to care placement changes, LAC may enter school mid-term. It is vital that we give them a positive welcome. If necessary we may offer additional support and pre-entry visits to help the new pupil settle.

### **Allocation of resources**

The Governing Body will ensure that the school allocates resources to support appropriate provision for LAC, meeting the objectives set out in this policy.

### **Role and Responsibilities of the Designated Staff**

The Designated person for looked after children is Hazel Simmons. The duties of the Designated Teacher will include:

- ensuring that Looked after Children are welcomed into the school, necessary meetings are held and arrangements are put in place to ensure their needs are identified and met. This may include providing basic equipment and resources if necessary and providing appropriate support in meeting uniform requirements if needed
- maintaining an up-to-date record of the Looked after Children in school, including those in the care of other authorities and ensuring all necessary information is passed to other staff as required
- monitoring and tracking progress of Looked after Children in school and intervening if there is evidence of individual underachievement
- holding a supervisory brief for all children being looked after and acting as advocate for the LAC in school
- liaising with teaching and non-teaching staff in school, including the person responsible for Child Protection as well as pastoral and subject staff to ensure they are aware of the difficulties and educational disadvantage LACs may face
- establishing and maintaining regular contact with home, statutory and voluntary agencies
- ensuring PEP review meetings are held regularly and information passed to all those concerned, including the local authority
- ensuring funding arrangements are sent to the virtual head for approval
- attending training as required to keep fully informed of latest developments and policies regarding Looked after Children

### **Record keeping and information sharing**

The Designated Teacher will keep an up-to-date record of Looked after Children and Young People in school and will ensure that relevant information is made known to appropriate staff. A Personal Education Plan will be initiated within 20 school days of the Looked after Child or Young Person starting at the school or being taken into care and will be reviewed regularly and as necessary and appropriate to meet the needs of the LAC/YP. The PEP will provide a regular opportunity to review progress, note any concerns and ensure all relevant parties are informed accordingly. Copies of reports and appropriate documentation will be sent to authorised carers and agencies

involved with the child as well as any receiving school at point of transition. It is vital that the Looked after Child or Young Person is aware of information being recorded, in what circumstances and who will have access to it. How this is shared with them will depend on their age and level of understanding.

### **Monitoring the progress of LAC**

The social worker for the LAC should initiate a Personal Education Plan – PEP - within 20 days of joining the school, or of entering care, and ensure that the young person is actively involved. It is vital that the school assesses each LAC's attainment on entry to ensure continuity of learning. The school will monitor and track the achievement and attainment of all pupils at regular intervals. LAC will require their PEP to be reviewed, according to their needs, as initiated by the reviewing office or social worker, and the young person's views should be sought by the Designated Teacher and noted on the PEP.

### **Home-school liaison**

The school recognises the value of a close working relationship between home and school and will work towards developing a strong partnership with parents/carers and care workers to enable Looked after Children to achieve their potential. Consultation evenings as well as PEP and Care Plan review meetings provide opportunities to continue to develop this partnership working.

### **Links with other agencies**

The school recognises the value of working together with other agencies and organisations and will work closely with colleagues from services involved with the Looked after Child or Young Person including Social Care teams; Community Educational Psychologist; Health services, CAMHS.