



# **Looked After Children Policy**

**May 2019**

**Eastburn Junior & Infant School fully recognises its responsibilities for child protection and safeguarding. We recognise that all adults working with or on behalf of children have a responsibility to protect them. Our school procedures for safeguarding children will be in line with 'Keeping Children Safe in Education' (September 2018); 'Guidance for Safer Working Practice for Those Working with Children and Young People in Education Settings' (October 2015) and 'Working Together to Safeguard Children (2018).**

### **Who are 'Looked After Children'?**

Children become 'Looked After' if they have been taken into care by their Local Authority, either via a legal route under the Children's Act 1989 or where a voluntary agreement has been reached with the birth family. Most LAC will be living in a foster home but a number may be in a children's home, living with relatives or placed back at home with their birth family or friends.

### **Rationale**

As a school we recognise that outcomes nationally for Looked After Children (LAC) fall well below national averages and we understand and support the government agenda to address this disparity.

A child in the care of the council looks to the council to be the best parent it can. Every member and employee of the council has the statutory responsibility to act for that child in the same way that a good parent would act for their own child.

In partnership with Bradford Council Children's Services and the Bradford Virtual School for Looked After Children, our school therefore has a special duty to promote the education of any Looked After Children on roll by:

- Giving priority to education
- Listening to children
- Providing stability and continuity
- Taking corporate responsibility
- Promoting inclusion
- Raising standards
- Intervening early
- Promoting early years experiences and successful onward transition
- Celebrating success.

### **Aims**

We aim:

- to provide a safe and secure environment where education is valued and there is a belief in the abilities and potential of all children;
- to support our Looked After Children and to give them access to every opportunity to achieve their potential and enjoy learning;
- to fulfil our role as Corporate Parents by constantly asking ourselves the question 'Would this be good enough for *my* child?'

In pursuit of these aims we will:

- appoint a Designated Teacher for Looked After Children who will act as their advocate.
- support the Designated Teacher to carry out the role by making appropriate time available for them to attend relevant local training, so that the school has the most up to date information available;

- consider an annual report by the Designated Teacher at a governing body meeting covering the achievements and successes of all Looked After Children in school;
- nominate a school governor to support the work of the Designated Teacher and to ensure that the needs of Looked After Children in the school are taken into account at a school management level;
- review all policies and procedures regularly to ensure that they adequately address the needs of Looked After Children and that those children have access to all aspects of education, particularly with regard to admissions, curricular and extra-curricular activities, interventions and safeguarding activities;
- ensure that an appropriate member of staff (normally the Designated Teacher) attends all Looked After Child PEP (Personal Education Plan) meetings;
- unless otherwise agreed, ensure that the child or young person attends all or part of each PEP meeting;
- discuss issues relating to attendance and/or exclusions with a member of the Virtual School teaching team to ensure that there is as little disruption to a child's education as possible;
- when considering a permanent exclusion, hold a discussion with the Senior Management of the Virtual School.

#### **The Designated Teacher will –**

- be an advocate for any Looked After Children in the school;
- attend every PEP meeting possible, and arrange for a substitute to attend where not;
- circulate the PEP Targets and Actions to all relevant teaching and support staff immediately after the PEP meeting, or as soon as Minutes are received from the Social Worker
- in conjunction with the Virtual School, maintain an up to date record of all Looked After Children who are on the school roll (see Appendix 1)
- ensure that there is a Personal Education Plan for each child/young person to include appropriate targets and actions, alongside the above information.
- Ensure that the PEP is compatible with the child's/young person's Care Plan, and pulls together all school plans for the child, e.g. Education, Health and Care Plan , Transition Plan, Pastoral Support Programme;
- provide the LA with termly attainment data so that the Virtual School Headteacher has clear tracking data for all Looked After Children;
- ensure that when Looked After Children transfer onward, all relevant information is promptly and confidentially forwarded to each child's receiving school;
- ensure that systems are in place to identify and respond quickly to any underachievement in Looked After Children, providing early interventions and following a graduated approach
- ensure that Looked After Children are listened to and have ready access to pastoral support in school;
- keep the school up to date with relevant legislation and its implications for the school;
- report to the Governing Body annually on the academic performance; attendance and exclusions of any Looked After Children who are on roll;
- ensure that the school evaluates the performance data for all Looked After Children and that it is recorded in the school's self-evaluation documentation.

#### **All staff will –**

- have high aspirations and celebrate the educational and personal achievement of Looked After Children as they would for all other children;

- ensure that appropriate, thorough and accurate assessments are completed each term so that the progress of Looked After Children can be tracked;
- be familiar with the Guidance on Looked After Children and respond appropriately to requests for information to support the completion of PEPs and other documentation needed as part of review meetings;
- liaise with the Designated Teacher where a Looked After Child is experiencing any sort of difficulty, be it academic; pastoral; behaviour and/or attendance issues.

**All governors will –**

- ensure that admission criteria prioritise Looked After Children, according to the Code of Practice on Admissions;
- ensure that they themselves and their fellow governors are fully aware of the legal requirements and Guidance for Looked After Children;
- ensure that there is a named Designated Teacher for Looked After Children;
- nominate a governor who links with the Designated Teacher, receives regular progress reports and provides feedback to the governing body;
- review the effective implementation of this policy, preferably annually and at least every three years;
- support the local authority in its statutory duty to promote the educational achievement of Looked After Children;
- Ensure that appropriate systems and procedures are in place in school even if there are no Looked After Children on roll at the time, and that the Designated Teacher continues to attend training and is up to date with regard to the legal processes.

Current Designated Teacher: Mrs J Hughes

Current Nominated Governor: Mrs S Fernie

Signed:

Date:

Review Date

**CONFIDENTIAL**  
**Looked After Child Record**

<b>Child's Name</b>																							
<b>Date of Birth</b>																							
<b>Registered Address</b>																							
<b>Siblings</b>																							
<b>Status</b> (Care order or Section 20 accommodation) <b>Relevant Dates</b>																							
<b>Name of Social Worker</b> <b>Area office</b> <b>Contact Details</b>																							
<b>Daily contact</b> <b>Name</b> <b>Contact Details</b>																							
<b>SEND Range</b> (if appropriate)																							
<b>Child Protection Information</b>																							
<b>Attendance Figures</b>	<table border="1"> <thead> <tr> <th>Sep</th> <th>Oct</th> <th>Nov</th> <th>Dec</th> <th>Jan</th> <th>Feb</th> <th>Mar</th> <th>Apr</th> <th>May</th> <th>Jun</th> <th>Jul</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul											
Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul													
<b>Exclusion Records</b>																							