



Children Looked After Policy

September 2012

Senior Leadership Team Lead Reviewer:	Designated Officer for Looked After Children (Mandy Hughes)
Review Cycle:	1 Year
Date for Review:	September 2013

School Strategic Aims

At Lowerplace Primary we encourage our children to be:

Socially Responsible
 High Achieving
 Independent
 Nurturing
 Empowered to meet life's challenges

This policy gives consideration to the Every Child Matters (ECM) agenda:

- Be healthy;
- Stay safe;
- Enjoy and achieve;
- Make a positive contribution;
- Achieve economic well being.

Aims

To promote the educational achievement and welfare of Looked After Children.

Definition

Who are 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 is provided with accommodation for more than 24 hours by the authority. They include the following:

- (i) Children who are accommodated under a voluntary agreement with their parents
(section 20)
- (ii) Children who are the subject of a care order (section 31) or interim care order
(section 38)
- (iii) Children who are the subject of emergency orders for the protection of the child
(section 44)

Introduction

On admission, records (including the current Personal Educational Plan) will be requested from the student's previous school and a meeting will be held with child, carer/parent and social worker to discuss a new Personal Education Plan. It will be emphasised to the child that the school, the Social Worker and the Carer/s are working together to promote their education with regard to the Every Child Matters Agenda.

Strategies

It is important that all teaching staff and Teaching Assistants know who the Looked After Children are. The responsibility for sharing this information rests with the Designated Teacher for Looked After Children. The extent and detail of what information is shared will be determined by the Head Teacher.

Responsibilities

Governors:

- ❖ Appoint a named Governor to oversee the provision for Looked After Children
- ❖ The Governors should be satisfied that the School's policies and procedures ensure that looked after children have equal access to:
 - ❖ The national curriculum;
 - ❖ Additional educational support;
 - ❖ Extracurricular activities;

Leadership Group

- ❖ Ensure that the progress of Looked After Children is monitored in line with whole school monitoring strategy
- ❖ Ensure that under-performance is addressed.

Designated Teacher for Looked After Children

- ❖ Inform staff of the general educational needs of Looked After Children and to promote their involvement in School Clubs, extracurricular activities, School Council etc.
- ❖ Act as an advocate for Looked After Children. Develop and monitor systems for liaising with carers, Social Workers, Looked After Children Education Co-ordinator and Learning Mentor for Looked After Children.
- ❖ Ensure the Personal Education Plan is kept up to date and available to school staff and carers.
- ❖ Monitor the educational progress of Looked After Children and to co-ordinate intervention strategies to address under-performance.
- ❖ Intervene if there is evidence of individual underachievement, absence or exclusions.

Teachers

- ❖ Ensure that they know which children are Looked After Children.
- ❖ Will mark the progress of Looked After Children and ensure that underperformance is addressed.
- ❖ Make provision for the needs of these children in their planning.

Assessment, Monitoring and Review Procedures

- ❖ Each Looked After Child will have a Personal Education Plan (PEP). This will identify specific areas of concern and include achievable targets
- ❖ Areas for consideration will include:
 - Attendance
 - Academic Progress and Achievements
 - Behaviour
 - Homework
 - Involvement in Extra Curricular Activities
 - Special needs (if any)
 - Development needs (short and long term development skills, knowledge or subject areas and experiences)
 - Long term plans and aspirations (targets including progress, career plans and aspirations)

Procedures to be followed for all Looked after children

- ❖ A file will be created in the "Looked After" section of the filing cabinet located in the SEN office.
- ❖ All information, including the latest PEP will be held in this cabinet
- ❖ Within 10 days of admission the nominated Social Worker for the child will make contact with school hold a PEP meeting with school, child, parent/carers to create a new PEP.
- ❖ Once completed a copy of the new PEP must be made and held within school.
- ❖ **There will be an annual PEP meeting of this nature organised and chaired by the Social Worker. The setting up of the meetings and coordination of services is the sole responsibility of the nominated Social Worker or in their absence the Local Authority with responsibility for the child. This will be monitored by the coordinator of LookedAfter Services in Rochdale. Any concerns about the Social Services involvement with the child will be sent via this officer.**
- ❖ Once admitted the child's name and status will be uploaded onto Assessment Manager
- ❖ The child (in line with SEN practice) will be discussed with the SENCO/Looked After Designated Officer and at this point strategies and intervention will be agreed and coordinated.

