



Looked-after Children Policy

Ratified by Governing Body (date):

Signed on behalf of Governing Body:

Signed on behalf of Headteacher:

Review date:

At Carlton Bolling College we believe that all looked after children have a right to expect the best possible outcome from their education.

School staff and governors are aware of the DfE (Department for Education) statutory guidance duty on local authorities to promote the educational achievement of looked after children under section 52 of the Children Act 2004.

ROLES AND RESPONSIBILITIES

All staff and governors are committed to ensuring a safe and secure learning environment for all children and have high expectation of all pupils, including those looked after. Staff and governors are aware of the need for confidentiality in regard to any information about looked-after children including their care status.

The following people have additional responsibilities:

The named governor for Looked-after Children will be satisfied:

- That the school has a clear and effective policy for looked after children
- That the designated teacher has been appropriately trained
- That the governing body received an annual report on the performance of looked-after children

The current named governor is ????????????????

The Headteacher will:

- Be responsible for all systems to support looked-after children
- Report to the governing body on an annual basis regarding the number of looked-after pupils in the school, how they achieved compared to other groups, the attendance of looked-after children compared to other students and the number of fixed term and permanent exclusions of looked-after children compared to other children.
- Ensure that all school staff are aware of the powerful role they can play in significantly improving the quality of life and the educational experiences of looked-after children
- Recognise the importance of the role of the designated teacher
- Ensure that all staff are aware who the designated teacher is and what their responsibilities are
- Ensure close liaison with the LA with regard to any exclusions of looked-after children

The Designated Person will:

- Keep a confidential and up to date record of all children who are looked-after in the school regardless of which local authority they are looked after by
- Ensure any looked-after children feel welcome and valued
- Ensure that all school staff are made aware of difficulties and disadvantages faced by looked-after children
- Liaise with social workers to ensure that all looked-after children have a regularly updated *Personal Education Plan*
- Be responsible for the prompt transfer of information when a child changes school
- Liaise with other agencies as required, especially with regard to achievement, attendance and exclusions
- Ensure that information is kept confidential and shared on a strictly needs to know basis.

At present the designated persons are Jane Girt and Tanya Byrne

PERSONAL EDUCATION PLANS FOR ALL LOOKED-AFTER CHILDREN:

The designated teacher will work with social workers and other professionals to ensure that Personal Education Plans:

- Are in place
- Are reviewed at least twice yearly
- Identify strengths as well as needs
- Include a review of previous educational targets and the setting of clear, measurable new ones.
- Record the child's interests and talents both in and out of school
- Reflect and are informed by other educational plans such as IEPs

TRAINING

Staff and governors will attend Local Authority training regarding the roles and responsibilities involved in the education of looked-after children. The Headteacher and Designated Persons will be responsible for ensuring all staff are briefed on the practice detailed in this policy.