



Castle Hill School

CHILDREN LOOKED AFTER POLICY

Policy Created	2006
Presented by	SP
Committee	LGB
Signed off Last review	2018
Review frequency	Annually
Date to be reviewed	2019

General Policy Statement

At Castle Hill School we intend to provide a safe, secure, caring environment where every one is valued and respected equally. We aim to provide an inclusive education where children develop independent learning skills and are taught according to need whatever their age, gender, background, beliefs or abilities.

National legislation re disabilities, race relations, special education needs and Safeguarding underpin this policy, which has also taken into consideration national, local and school policies on Special Educational Needs, Gifted and Talented, Equal Opportunities and Health and Safety.

The Education of Children Looked After by the Local Authority (LA)

Castle Hill School aims to maximise opportunity for every pupil to succeed. Children and young people who are looked after by local authorities are one of the groups most likely to underachieve nationally. This school is committed to supporting children looked after to achieve their potential alongside other pupils and to experience success in school.

Aims

- to work together with the LA and Disabled Children's Service in an effective partnership to ensure that the children's needs are met
- to contribute to the provision of a successful and integrated service for children who are looked after by the LA
- to ensure that children who are looked after have equality of opportunity in school, enabling them to access, experience and benefit from education in the normal way alongside their peers and respecting their right to anonymity regarding their family/home status
- to comply with the LA guidelines on the education of Children Looked After (CLA) and young people

To achieve the above Aims the following Objectives will be applied

- identify a designated staff member to co-ordinate the education of children looked after and act as a link to other agencies – Steven Perren
- ensure that appropriate staff are aware of any children looked after in school, know who the carer is and whether parents have

parental rights so that they know who should receive copies of newsletters, reports etc

- liaise effectively with other agencies involved with the child and attend review meetings including CLA reviews and e-pep meetings
- work in partnership with carers, parents or others with parental responsibility to ensure that children looked after receive their entitlement including Pupil Premium Plus funding
- ensure that all records are kept and maintained appropriately
- provide information to the Governing Body and LA about the progress and outcomes of children looked after on the school roll
- secure training for the designated teacher, or others where appropriate, to ensure that the school can meet the needs of children looked after

Roles and responsibilities in school

The Governing Body (GB)

Governors will fulfil their responsibilities to children looked after through:

- ensuring that this policy is implemented
- nominating a governor to maintain interest in the well-being of children looked after, liaise with the head/class teacher/staff member and report back periodically to the LGB (Kate Shepherd)
- ensuring that the GB takes up suitable training opportunities
- monitor appropriate training for school staff

The Principal

The Principal has day to day responsibility for the management and organisation of the school and is the first point of contact for any matters relating to the pupils.

The Principal will fulfil her responsibility to Looked After Children through:

- ensuring that this policy is approved by the LGB and that it is reviewed on a regular basis
- ensure that any practical guidelines needed to ensure the well-being of any particular child are identified
- to nominate a staff member to take pastoral responsibility and ensure the well-being and education of the children looked after
- the legal position with regard to parental access
- who should get school reports

- who are the key workers and carers
- sensitive reports relating to the child's past experiences
- any other relevant information

The Principal should report periodically to the LGB on:

- admissions
- progress and achievement of children looked after
- significant behavioural issues eg acts of bullying either as a victim or a perpetrator
- level of attendance in relation to school averages

The HT should ensure appropriate training opportunities are taken up and promote and maintain good working relationships with other key personnel and agencies.

The Designated Teacher (DT) – presently The Principal

The Principal will fulfil their responsibility to the children looked after through:

- liaising with the foster carer and other agency workers as requested to ensure a coherent approach
- be aware of the Care Plan for each child
- contribute to the development and maintenance of a Personal Education Plan in partnership with other relevant professionals
- know who has parental responsibility for the child
- know who are the primary carers
- ensure that information is provided for those who are entitled to receive it
- work sensitively with information to ensure that children looked after are not exposed to inappropriate or intrusive attention from staff or pupils
- establish good relationships and lines of communication with key workers and foster carers
- contribute to or attend meetings as requested
- maintain an over view of the experiences and education of the child
- participate in appropriate training to develop the skills and knowledge needed to support the looked after child