

# Looked After Children Policy

**Date Policy due to be reviewed:** July 2018

**Committee Responsible for Policy:** Full Governing Body Committee

# **THE EDUCATION OF LOOKED AFTER CHILDREN AND YOUNG PEOPLE POLICY FOR HILLCREST SCHOOL**

Hillcrest School believes that in partnership with Birmingham Local Authority as Corporate Parents we have a special duty to safeguard and promote the education of Looked After Children.

## **AIM**

To provide a safe and secure environment, where education is valued and there is a belief in the abilities and potential of all students.

To support our looked after children and give them access to every opportunity to achieve to their potential and enjoy learning.

To fulfil our schools' role as corporate parents to promote and support the education of our Looked After Children, by asking the question, **'Would this be good enough for my child?'**

## **IN PURSUIT OF THIS POLICY WE WILL**

- Nominate a Designated member of staff (Mary Bunce) for Looked After Children who will act as their advocate and co-ordinate support for them.
- Nominate a school governor (Dee McIlmurray) to ensure that the needs of Looked After Children in the school are taken into account at a school management level and to support the Designated member of staff
- Support the Designated member of staff in carrying out their role by making time available and ensuring that they attend training on Looked After Children.

## **The Designated member of staff will:**

- Maintain an up to date record of all Looked After Children who are on the school roll. This will include:
  - Status i.e. care order or accommodated.
  - Type of Placement i.e. Foster, respite, residential.
  - Name of Social Worker, area office, telephone number.
  - Daily contact and numbers e.g. name of parent or carer or key worker in children's home.
  - SEN Code of Practice – School Action/School Action Plus where appropriate
  - Child Protection information when appropriate.
  - Baseline information and all test results.
  - Attendance figures
  - Exclusions
- Ensure that there is a Personal Education Plan (E-PEP) for each student to include appropriate targets and above information. This must be compatible with the Student's Care Plan and where applicable include any other school plan, e.g. Statement of Special Education Need, and associated plans, Transition Plan, Pastoral Support Programme.

- Ensure that the Pupil Premium Plus that Looked after Children are entitled to is used to support attainment in line with the Personal Education Plan targets. The Personal Education Plan review should include an evaluation of the impact of Pupil Premium Plus. This will effectively review and audit the school administration and implementation of the Pupil Premium Plus for Looked after Children
- Ensure that someone attends Children's Services Reviews on each student and/or always prepares a written report which promotes the continuity and stability of their education.
- Liaise with the Education Support Service for Looked After Children on a regular basis with regard to the performance, attendance and attainment of Looked After Children.
- Ensure that if/when the student transfers school all relevant information is forwarded to the receiving school as a matter of priority.
- Ensure that systems are in place to identify and prioritise when Looked After Children are underachieving and have early interventions to improve this in line with existing school policy.
- Ensure that systems are in place to keep staff up to date and informed about Looked After Children where and when appropriate.
- Ensure that Looked After Children, along with all students are listened to and have equal opportunity to pastoral support in school.
- Ensure that they keep the school up to date with current legislation and its implication for the school in respect of Looked After Children.
- Report to the Governing body annually on the performance of the looked after children who are on the roll of the school.

**The Governing Body will:**

- Support the local authority in its statutory duty to promote the educational achievement of looked after children.
- Ensure the designated member of staff responsible for Looked After Child receives appropriate training as necessary.
- Ensure that members of staff are updated with relevant information to support the needs of Looked After Children.