

West Haddon Endowed School

Policy Document

LOOKED AFTER CHILD POLICY

We understand that children or young people who have been taken into care by the local authority or who have a voluntary care arrangement are known as 'Looked After'. Looked After Children (LAC) will either be living in foster and adoptive homes, children's residential homes, living with a relative or with their natural parent(s).

We are committed to providing quality education for all our pupils including LAC. It is nationally recognised that LAC significantly underachieve and are at greater risk of exclusion when compared with their peers. Therefore, we believe we have a duty 'to safeguard LAC, to promote their education achievements and to ensure they are able to achieve and reach their full potential'. (Children Act 2004).

Aims

- To promote the educational achievements of LAC by ensuring they are able to achieve and reach their full potential.
- To give priority consideration to LAC in the school's oversubscription criteria.

Procedure

Role of the Governing Body

The Governing Body has:

- Appointed a member of teaching staff to be responsible for Looked After Children;
- Delegated powers and responsibilities to the Headteacher to ensure all school personnel and visitors to the school are aware of and comply with this policy;
- Responsibility for ensuring the school's admission criteria complies with current legislation therefore giving top priority for LAC in the event of over subscription;
- Responsibility for ensuring LAC have equal access to admission to school, the National Curriculum, examinations, out of school learning and extra-curricular activities;
- Responsibility for ensuring funding is in place to support this policy;
- Responsibility for ensuring policies are made available to parents;
- Nominated a link governor to visit the school regularly, to liaise with the designated teacher and to report back to the Governing Body;
- Responsibility for the effective implementation, monitoring and evaluation of this policy

Prepared by:	H Pulling	First Issued:	May 2014
Approved by:	Governing Body	Last reviewed:	May 2015
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Role of the Headteacher

The Headteacher will ensure that:

- The LAC policy is implemented;
 - A designated teacher is in place who is an advocate for LAC;
 - Appropriate support and training is provided for the LAC teacher;
 - Ensure all school personnel and parents are aware of and comply with this policy;
 - That tracking procedures are in place to monitor admissions, attendance, exclusions, progress, behaviour and support;
 - Monitor the effectiveness of this policy;
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- The Governing Body receives an annual report that outlines the following:
 - The number of LAC in the school
 - An analysis of test scores, as a discrete group, compared to other pupils
 - Attendance figures compared to other pupils
 - The level of fixed term and permanent exclusions compared to other pupils
 - The number of complaints
 - The destinations of LAC pupils when they leave the school

Role of the Designated Teacher

The Designated Teacher is a strong advocate for LAC and will ensure that:

- All LAC and their carers receive a positive and smooth induction into the school;
- An appropriate Personal Profile is completed;
- Each LAC has an identified member of staff, other than their class teacher, that they can talk to (H Pulling or K Packer).
- Strong and positive home/school relationships are in place;
- LAC are included in all areas of school life;
- LAC are not bullied in any form by actively monitoring and preventing bullying by raising awareness through the school's anti-bullying policy;
- All staff and governors are kept up to date on all issues relevant to LAC and receive the necessary training;
- All LAC receive the necessary support within the school;
- Strong links are in place with all agencies dealing with LAC;
- Urgent multi agency meetings will be convened if a LAC is experiencing difficulties or at risk of exclusion;
- LAC have full access to the National Curriculum;
- Out of hours learning and extra-curricular activities are promoted for LAC;
- Procedures are in place to provide confidentiality for all LAC;
- Academic progress, attendance and behaviour is tracked with appropriate support given;
- All information is transferred quickly and efficiently when LAC move to another school or phrase;
- The nominated Governor is kept up to date;
- The Governing Body receives an annual report on LAC

Role of the School Personnel

All teaching and support staff will:

- Be made aware of and will be familiar with the *Guidance on LAC*;
 - Liaise with the Designated Teacher to enable LAC to achieve stability, success and to overcome any problems they may experience;
 - On request provide relevant information for Personal Education Plans and review meetings;
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- Encourage LAC to achieve their full educational and personal potential which will be celebrated at weekly achievement assemblies and the Annual Presentation of Awards;
 - Constantly endeavour to promote self-esteem;
 - Prevent bullying in line with the school's anti-bullying policy;
 - Accept a request to be a LAC's named person to whom they can speak with when they feel it necessary;
 - Ensure LAC are supported sensitively;

Role of Parents

Parents will be made aware of and will comply with this policy.

Monitoring the Effectiveness of the Policy

Annually the effectiveness of this policy will be reviewed, or when the need arises, and the necessary recommendations for improvement will be made to the governors.