



LOOKED AFTER CHILDREN POLICY

At The Bridges Federation schools we believe that all looked after children have a right to expect the best possible outcome from their education.

This policy takes account of all related legislation and guidance including:

- DfES Statutory Guidance to Governing Bodies: "Supporting Looked After Learners" 2006.
- The Education (Admission of Looked After Children) (England) Regulations 2007.
- The Local Authority's duty under Section 52 of the Children Act 2004 to promote the education of Looked After Children (LAC).

ROLES AND RESPONSIBILITIES

All staff and governors are committed to ensuring a safe and secure learning environment for all children and have high expectations of all children, including those Looked After Children. 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:

RESPONSIBILITY OF THE GOVERNING BODY

Identify a Nominated Governor for Looked After Children.

Ensure that all Governors are fully aware of the legal requirements and guidance on the education of looked after children.

Ensure the Federated schools have an overview of the needs of all its looked after children, regardless of their originating authority.

Allocate resources to meet the needs of looked after children.

Ensure the schools' other policies and procedures support their needs.

This Governing Body will:

Monitor the academic progress of Looked After Children, through an annual report.

Work to prevent exclusions and reduce time out of school, by ensuring the Federated schools implements policies, practices and procedures to ensure looked after children achieve and enjoy their time at the school.

Ensure the Federated schools have a Designated Teacher that has been appropriately trained, is enabled and supported, along with the Headteacher and other staff, to carry out their responsibilities.

Receive a report each year setting out:

- The number of looked after children on roll (if any) and dates of joining and/or leaving. NB this will include children looked after by other local authorities as well as our LA.
- Their attendance, as a discreet group, compared to other children.
- Their results in SATS as a discreet group, compared to other children.
- The number and duration of fixed term and permanent exclusions (if any), as a discreet group and compared to other children.
- The destination of children who leave the school.

The information for this report should be collected and reported in ways that preserve the anonymity and respect the confidentiality of the children concerned.

The named governor for Children Looked After will be satisfied:

- That our Schools have a clear and effective policy for looked after children
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- That the governing body received an annual report on the performance of looked after children

At present the named governor is Mrs Robyn Press



The Headteacher will:

- Appoint a Designated Teacher for Looked After Children, whose role is set out below. NB Cover arrangements will need to be in place should the designated teacher not be available to carry out legal duties.
- Ensure that procedures are in place to monitor and track the admission, progress, attendance and exclusions (if any) of looked after children and that appropriate action is taken where outcomes fall below expectations.
- Report to the governing body on an annual basis regarding the number of looked after children in our Federated schools, how they have achieved compared to other groups, the attendance of looked after children compared to other children and the number of fixed term and permanent exclusions of looked after children compared to other children.
- Ensure that all our Federated schools' 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
- Ensure that staff in school receive relevant training and are aware of their
- responsibilities under this policy and related guidance
- Recognise the importance of the role of the designated teacher and appoint an appropriately experienced teacher to that role
- Ensure that all staff are aware who the designated teacher is and what their responsibilities are
- Ensure close liaison with the LA
- Ensure that our Federated schools have a clear and effective protocols for gathering and sharing confidential information with LA and other agencies.

The Designated Teacher 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 each looked after child has an identified member of staff they can talk to: this need not be the designated teacher, as it will be based on the child's own situation and wishes. It should be noted that members of staff who take on this role may also need to make use of appropriate support.
- Ensure that all our Federated schools' 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 (PEP)
- Be responsible for the speedy transfer of information between individuals, agencies and where appropriate between schools.
- Be pro-active in supporting transitions and planning when moving to a new phase in their education.
- 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 teacher is Mrs Alison Hughes

THE RESPONSIBILITIES OF ALL STAFF

All our staff will:

- Have high aspirations for the educational and personal achievement of looked after children, as for all pupils.
- Maintain looked after children's confidentiality and ensure they are supported sensitively.



- Respond positively to a child's request to be the named member of staff whom they can talk to when they feel it necessary.
- Respond promptly to the designated teacher's requests for information.
- Work to enable looked after children achieve stability and success within school.
- Promote the self-esteem of looked after children.
- Have an understanding of the key issues that affect the learning of looked after children.

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 (PEP)

- Are in place within 20 days of joining the school, or coming into care
- 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 IEP's

ADMISSIONS

Looked After Children are a priority for admission and the LA and the schools' published admission criteria reflects this.

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 Teacher will be responsible for ensuring all staff are briefed on the practice detailed in this policy.