



# WEDNESFIELD HIGH SPECIALIST ENGINEERING ACADEMY

## THE EDUCATION OF LOOKED AFTER CHILDREN POLICY

Author	Revision Number	Date of Ratification at JNC	Review date
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Policy adopted by the LAB of:		Date:	
Signed by the Chair of the LAB:		Print:	

## **1. Introduction**

Wednesfield High Specialist Engineering Academy is committed to providing quality education for all its students, based on equality of opportunity, access and outcomes. The Local Advisory Board (LAB) recognises that, nationally there is considerable educational underachievement of children in residential and foster care, when compared with their peers, and is committed to implementing the principles and practice, as outlined in DfE Circular 0269/2000 and DfE/DOH Guidance 2000. The Guidance recognises the collective responsibility of local authorities and academies to achieve good parenting and sets out six principles:

- Prioritising education.
- Having high expectations.
- Inclusion – changing and challenging attitudes.
- Achieving continuity and stability.
- Early intervention – priority action.
- Listening to children.

The Guidance introduced two key measures, in order to improve multi-agency co-ordination and improve educational life chances for Looked After Children:

- Designated Teachers for every school.
- Personal Education Plans for all Looked After Children.

The Local Advisory Board is committed to ensuring that Designated Teachers and staff are enabled to carry out their responsibilities effectively.

## **2. Role and Responsibility of the Designated Teacher**

The Designated Teacher should:

- Work in partnership with Achievement Co-ordinators.
- Be an advocate for Looked After Children.
- When new to the academy, ensure a smooth and welcome induction for the child and carer, and note any specific requirements, including care status.
- Ensure that a Personal Education Plan is completed, as soon as possible (at least within 20 days of entering care or joining a new school/academy). This should be prepared with the child and the carer, in liaison with the Social Worker and other relevant support workers/agencies, and be linked to the Care Plan meetings, where in place. Where appropriate, the PEP should take account of any Individual Educational Plan (IEP), Pastoral Support Plan (PSP), Individual Behaviour Plan (IBP), career plan or any other relevant plans. The PEP should inform and be reviewed, concurrently with the Care Plan, i.e. within 28 days, three months and six months and, at least, every six months.
- Keep PEPs and other records up-to-date, particularly in time to inform review meetings.
- By the end of the third month in care, ensure baseline assessment form is completed and returned to the School Improvement Adviser for Looked After Children.
- Ensure that each Looked After child has an identified member of staff that they can talk to (this should be based on the child's wishes and may not necessarily be the Designated Teacher).
- Co-ordinate support for the child in the academy and liaise with other professionals and carers as necessary.

- Ensure staff receive relevant information and training and act as an advisor to staff and Governors.
- Ensure confidentiality for individual students and only share personal information on a need to know basis.
- Provide written information to assist planning/review meetings and ensure attendance as far as possible.
- Ensure that the child and carer(s) receive early notification of meetings, Parents Evenings' and other events and that communication remains regular and positive. The Home School Agreement may be adapted to take into account any specific points around communication, transport arrangements and consent signatures.
- Encourage Looked After Children to participate in extra-curricular activities and out of hours learning, where feasible.
- Ensure speedy transfer of information between individuals and other relevant agencies and to a new school/academy if and when the child transfers.
- Seek urgent meetings with relevant parties where the child is experiencing difficulties and/or is in danger of being excluded.

### **3. Roles and Responsibilities of all Staff**

- Ensure that any Looked After Child is supported sensitively and that confidentiality is maintained.
- Be familiar with the Guidance on Looked After Children and respond appropriately to requests for information to support the completion of PEPs and other documentation needed as part of review meetings.
- Respond positively to Looked After Child's request to be the named person that they can talk to when they feel it is necessary.
- Contribute to the Designated Teacher's requests for information on educational attainment and needs, as appropriate.
- As with all children, ensure that no Looked After Child is stigmatised in any way.
- Provide a supportive climate to enable a child in public care to achieve stability within the school/academy setting.
- As with all children, have high aspirations for the educational and personal achievement of Looked After Children.
- Positively promote the self-esteem of Looked After Children.

### **4. Role and Responsibility of the Local Advisory Board**

The LAB of this academy will:

- Ensure all LAB members are fully aware of the legal requirements and Guidance for Looked After Children.
- Be aware of whether the academy has Looked After Children and how many (no names).
- Ensure that there is a named Designated Teacher for Looked After Children.
- Liaise with the Headteacher to ensure that the Designated Teacher is enabled to carry out her/his responsibilities in relation to Looked After Children.
- Support the Headteacher, Designated Teacher and other staff in ensuring the needs of Looked After Children are met.
- Nominate a Governor who links with the Designated Teacher, receives regular progress reports and provides feedback to the LAB. These reports should not include any names of individual children for child protection and confidentiality reasons. The named LAB member

for Looked After Children, Child Protection and Equality of Opportunity is currently Mrs Dawn Myatt.

- Review the effective implementation of this policy, preferably annually and at least every three years.

## 5. Training

The Headteacher and Designated Teacher will be responsible for ensuring all staff are briefed on the regulations and practice outlined in this policy.

### Statutory Guidance

The Role and Responsibilities of the Designated Teacher for Looked After Children: Statutory Guidance for School Governing Bodies – DCSF 2009

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/335964/Promoting\\_the\\_educational\\_achievement\\_of\\_looked\\_after\\_children\\_Final\\_23-....pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/335964/Promoting_the_educational_achievement_of_looked_after_children_Final_23-....pdf)

Promoting the Education of Looked After Children: Statutory Guidance for Local Authorities – DfE, July 2014

<https://www.gov.uk/government/publications/promoting-the-education-of-looked-after-children>