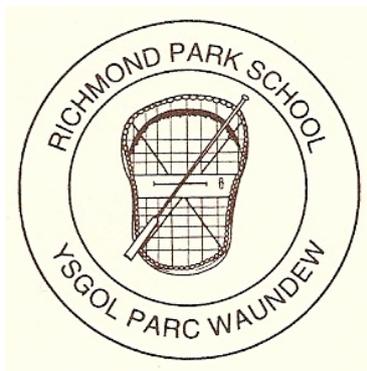


RICHMOND PARK PRIMARY SCHOOL

YSGOL PARC WAUNDEW



LOOKED AFTER CHILDREN

POLICY

Date of Policy	June 2018
Date to be Reviewed:	June 2020
Approved at Governor's Meeting Dated:	21st June 2018
Signed by Chair of Governors:	

Who are our Looked After Children?

Children and young people become “Looked After” either if they have been taken into care by the local authority, or have been accommodated by the local authority (a voluntary care arrangement). Most ‘Looked After Children’ will be living with foster parents but a smaller number may be in children’s residential units, living with a relative or even be placed at home with their birth parents.

The governing body of Richmond Park Primary School is committed to providing quality education for all its pupils, based on equality of access, opportunity and outcomes. We fully subscribe to the 7 core aims (Wales), therefore, the Welsh Assembly Government's aim for every child, whatever their background or their circumstances, to have the support they need.

The 7 Core Aims (Wales)

- Flying start in life
- Comprehensive range of education & learning opportunities
- Good health, free from abuse, victimisation
- Access to play, leisure
- Listened to, treated with respect
- Safe home & community which supports physical and emotional wellbeing
- Not disadvantaged by poverty

For Looked After Children it is nationally recognised that there is considerable educational underachievement when compared with their peers and this Governing body is committed to implementing the principles and practice as outlined in:

- DfEE Circular 0269/2000
- DfEE/DOH Guidance 2000
- Children Act 2004, specifically
- Guidance for schools – Looked After Children – Carmarthenshire County Council, April 2010
- Towards a Stable Life and Brighter Future June 2007

“The duty to safeguard looked after children, to promote their educational achievements and to ensure they are able to achieve and reach their full potential”

The 2000 Guidance introduced key measures, in order to improve multi-agency coordination and improve educational life chances for ‘Looked After’ Children. **These are Designated Teachers for ‘Looked After’ Children and the use of a Personal Education Plan for each Child.**

The governing body is committed to ensuring that the following roles and responsibilities are carried out effectively in order to fulfil the school’s duty regarding these pupils.

1. Roles and responsibilities

The Head teacher will:

- appoint the designated teacher (usually the Additional Learning Needs Coordinator (ALNCo)
- ensure that the designated teacher has received appropriate training
- oversee the development of the policy on looked after children
- be responsible for all systems to support looked after children.
- report to the governing body on an annual basis on the following:
 - the number of looked after pupils in the school
 - an analysis of test scores as a discrete group,

- compared to other pupils the attendance of pupils,
- compared to other pupils the level of fixed term and permanent exclusions,
- compared to other pupils the number of complaints

2. Responsibilities of the Designated Teacher

- Maintain a register of all looked after children on the school roll.
- Ensure that appropriate educational records are kept for looked after children
- Maintain records of attendance and educational attainment and take appropriate action to ensure that these are in line with those for children generally within the school
- Obtain educational records from the child's previous school.
- Ensure that all staff are aware of the difficulties and educational disadvantage faced by pupils who are looked after and understand the need for positive support systems to overcome them.
- Ensure that the Personal Education Plan is completed within 20 school days of the child entering care or joining a new school, with the social worker and carer.
- Act as an advocate for looked after children.
- Support carers and school staff to ensure that any special educational needs of looked after children are met.
- To develop and monitor systems for liaising with carers, the Social Services Department (SSD) and the Local Education Authority
- To ensure that a Home-School Agreement is drawn up with the primary carer and signed by the social worker.
- To inform members of staff of the general educational needs of children who are looked after, and to promote the involvement of these children in school clubs and extra curricular activities etc.
- To ensure the speedy transfer of information between agencies and individuals and that this information is kept up to date.
- Work with Individual Looked after Children
 - ✓ To ensure that an induction meeting takes place when a looked after child joins the school.
 - ✓ Provide pastoral care for looked after children, being sensitive to their family circumstances and racial, cultural and social background.
 - ✓ Encourage looked after children and their foster carers to value education.
- To attend appropriate courses in order to maintain an up to date knowledge of relevant issues and current legislation.
- To cascade training to school staff as appropriate.

3. Responsibility of the Governing Body

The Governing body will ensure that children who are looked after have the same right as everyone else in respect of:

- ✓ Admission to school
- ✓ The National Curriculum / Foundation Phase
- ✓ Public examinations
- ✓ Extra curricular activities
- ✓ Additional support with their education where needed

4. The Role of the Nominated Governor

Richmond Park School has a nominated Governor who will report to the Governing Body on an annual basis regarding the following:

- ✓ The number of looked after pupils in school
- ✓ LAC pupil attendance
- ✓ LAC pupil exclusions, permanent and fixed term
- ✓ LAC pupil participation i.e. Extra-curricular activities
- ✓ LAC pupil national curriculum assessment and/or examination results

The nominated Governor is Mrs Brenda Scourfield.

5. Responsibility for Looked After Children in School

All teaching staff who are in contact with the pupils will be made aware that he/she is being looked after by the local authority. The designated teacher is responsible for informing staff.

If the usual teacher is absent, some information regarding the pupils' circumstances should be shared with the teacher covering the class. The amount of information given should be determined by the designated teacher for looked after children.

6. Involving the Young Person

The young person will be made aware of the fact that information about his/her personal background is being recorded. This will be relayed to the person in a manner appropriate to their age and understanding with emphasis on the fact that the school, social worker and carer(s) are working together to promote their education.

7. Involvement of Other Agencies

Richmond Park School will ensure that a copy of all reports are sent to the pupil's social worker and carer(s). Richmond Park School will work with the LEA and SSD in helping to co-ordinate review meetings and will raise any concerns about significant changes in the pupil's circumstances between formal reviews.

8. Assessment, Monitoring and Review

Each looked after child will have a personal education plan (PEP) which forms an integral part of the care plan. The designated teacher will work in partnership with the social worker (who is responsible for initiating the PEP), pupil, carer and any other person that may be relevant.

The PEP should be agreed upon within twenty school days of entering care or of joining our school. The PEP will normally be reviewed alongside the care plan i.e. Within 28 days, 3 months, 6 months etc.

The PEP will identify specific areas of strengths and weaknesses and will include achievable targets. Areas to be included in the PEP are as follows:

- ✓ Attendance
- ✓ Achievement record (academic or otherwise)
- ✓ Behaviour

- ✓ Homework
- ✓ Involvement in extra curricular activities